



BOARD OF DIRECTORS

Raynette Gregory, President Anthony Kalvans, Vice-President
 Ward Roney, Director Hector Palafox, Director Crystal Lara, Director

REGULAR MEETING AGENDA 6:30 P.M. Closed Session 7:00 P.M. Opened Session SMCS D Boardroom 2-24-2022

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

please note the following changes to the District's ordinary meeting procedures:

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

HOW TO SUBMIT PUBLIC COMMENT IF NOT ATTENDING MEETING:

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

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

PUBLIC RECORD

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

Please see: www.sanmiguelcsd.org

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

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

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

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

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

- I. **Call to Order: 6:30 PM**
- II. **Roll Call:** *Gregory*___ *Kalvans*___ *Roney*___ *Palafos*___ *Lara*___
- III. **Approval of Regular Meeting Agenda:**

M_____ S_____ V_____

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

A. CLOSED SESSION AGENDA:

- 1. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1
- 2. **PUBLIC EMPLOYMENT**
Title: Fire Prevention Officer; Pursuant to Government Code Section 54954.5

V. **Call to Order for Regular Board Meeting/Pledge of Allegiance:**

VI. **Report out of Closed Session**
Time:_____

- 1. Report out of closed session by District General Counsel (White Brenner, LLP)

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

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

VIII. Special Presentations/Public Hearings/Other: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|----|--------------------------------------|---------------|
| 1. | San Luis Obispo County Organizations | Verbal/Report |
| 2. | Camp Roberts—Army National Guard | Verbal |
| 3. | Community Service Organizations | Verbal |

District Staff & Committee Reports:

- | | | | |
|----|--------------------------|------------------|-----------------|
| 4. | Interim General Manager | (Mr. Roberson) | Verbal |
| 5. | District General Counsel | (Mr. White) | Verbal |
| 6. | District Utilities | (Mr. Dodds) | Report Attached |
| 7. | Fire Chief | (Chief Roberson) | Report Attached |

X. CONSENT CALENDAR:

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

1. **Approve RESOLUTION 2022-07 identifying STAFF as the voting member in the Regional Water Management Group (RWMG) for the San Miguel Community Service District**
2. **Adopt RESOLUTION 2022-08 adopting the County of San Luis Obispo 2019 IRWM Plan.**

XI. BOARD ACTION ITEMS:

1. **Review, Discuss and Receive the Enumeration of Financial Reports for January 2022 (Hido)**
 - A. Claims Detail Report
 - B. Statement of Revenue Budget vs Actuals
 - C. Rev Budget vs Actual Summary
 - D. Statement of Expenditures Budget vs Actual
 - E. Cash Report
 - F. Investment Portfolio Report

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

2. **Review and approve release Request for Proposal (RFP) for Auditing Services for the next three fiscal years. (Roberson)**

Recommendation: Authorize the release of the Request for Proposal (RFP), requesting competitive proposals for District Financial Auditing

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

3. Discussion regarding upcoming Cost of Service Rate Study. (Dodds)

Recommendation: Discuss rate study process and provide direction to Staff

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

4. Amend Fire Prevention Officer Employment Agreement to Comport with CalPERS Rules Requirements for Public Safety Retirement by RESOLUTION 2022-06. (Roberson/White)

Recommendation: Review and amend the Employment Agreement for Scott Young as the Fire Prevention Officer to Comport with CalPERS Rules Requirements, and Authorize the Interim General Manager to Execute the Amended Agreement

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

5. Continued discussion on the Fire Department Temporary Housing unit (Young)

Recommendation: Discuss the status and next steps for the Fire Department Temporary Housing unit

Public Comments: (Hear public comments)

6. 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)

XII. BOARD COMMENT:

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

XIII. ADJOURNMENT TO NEXT REGULAR MEETING

ATTEST:

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

I, Rob Roberson, General Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on February 17th, 2022

Date: February 17, 2022

Rob Roberson, Fire Chief/Interim General Manager
Raynette Gregory, SMCSO Board President 2022



UTILITY STATUS REPORT

1-21-2022 Thru 2-18-2022

AGENDA ITEM# IX.6

Well Status:

- Well 4 is fully operational – Well Level 81.2’ 1/18/2022 (STATIC)
- Well 3 is fully operational – Well Level 78.5’ 1/18/2022 (STATIC)
- SLT well is in service
- Total combined average running hours per day (6.66)
(threshold for stage 1 resource severity level determination is 17 hours per day)

Water System status:

Water leaks this month: 1 This calendar year: 1

Water related calls through the alarm company after hours this month: 1 This Year: 1

- Water service leak in L-K alley. Repaired 2/9

Sewer System status:

Sewer overflows this month: 1 this year: 1

Sewer related calls through the alarm company this month: 1 This Year: 1

- Video inspection of all sewer lines is in progress as time permits.
- Minor sewer spill on prado on 2/10. Jetted line to clear roots and disinfected spill area.

WWTF status:

- The DO sensors and monitors failed for ponds 1 and 2, replacements are on order. Due to supply issues may not be here until February.
- Notice of Intent (NOI) for new general order permit from the Waterboard is in progress.
 - WSC is working on the application and associated reporting. As well as coordinating their efforts with our waterboard case manager.

State Water Resources Control Board (SWRCB):

- Wastewater Arrearage program is open, Staff is preparing the application on behalf of those customers who were in arrears during the period between March 2020 and June 2021

Division of Water Resources (DWR):

Billing related activity:

- **Total active accounts (at the time of this report)**
 - 909 water accounts
 - 809 wastewater accounts
- **Overdue accounts (at the time of this report)**
 - 29 accounts 60 days past due
- **Accounts on a Payment Arrangement Agreement**

- 6
- 5 accounts have started the arrangement
 - **Service orders (for prior month)**
 - 20 service orders issued and completed

Lighting status:

- Working with PGE to correct billing issues related to Tract street lights

Mission street Landscaping:

- .

Solid Waste:

Mattress recycling

- Mattresses are accepted by appointment only, and only on Fridays between 8 am and 11 am.
 - Collected numerous mattresses off the side of the road over the last month.
 - Included mattress/ E-waste information in the billing for February.

E-Waste collection

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

SB-1383:

- The waiver for SB1383 has been approved by the State.
- Working with San Miguel Garbage and IWMA to determine compliance requirements

Project status:

- **CAL OES Generator Project** started October 2019
 - **(100% GRANT FUNDED).**
 - All generators are installed, Well 3 and SLT are waiting on Gas meters
- **Median Household Income (MHI) Study** started February 2022
 - **(POTENTIALLY 100% GRANT FUNDED).**
 - Preparing a application for the study to the state in conjunction with RCAC.
 - Potentially will be 100% grant funded through Prop 1 technical assistance funding.
- **Replacement water tank and pump station on east side of river/ water line replacement.** started February 2022
 - Proposing the project to the RWMG to be included in the IRWM round 2 funding.
 - Working with WSC to prepare the application
 - Depending on the MHI data that the state approves this project will either require 50% matching funds or no matching funds from the District.
- **Study to determine condition and I&I of the existing sewer collection system** started February 2021
 - **(100% GRANT FUNDED)**
 - Completing information needed by the state for technical assistance grant funding to pay for a study of the existing sewer collection system, sewer lines and manholes, to determine the cost and need to replace or line sewer lines and manholes to reduce or eliminated I&I (inflow and infiltration). This is in an effort to reduce leaks and reduce unnecessary flows to the WWTF
- **Mission Gardens Replacement Generator Project** started January 2022
 - **(FUNDED WITH SURCHARGE FEES).**
 - Generator is on order and appropriate applications have been filed.

Board requested information:

- .

7

Staffing

- One vacant position.
 - WWTF Operator Lead, which will remain vacant until we are closer to WWTF construction.
- Investigating feasibility of hiring an additional person to fill a need for compliance and reporting in the utilities departments.

SLO County in San Miguel:

- .

Caltrans in San Miguel:

- .

Kelly Dodds

Kelly Dodds

Director of Utilities

Date: February 18th 2022

San Miguel Community Services District Board of Directors Meeting



Staff Report

February 27th, 2022,

AGENDA ITEM: IX 7

SUBJECT: Fire Chief & Asst Fire Chief Report for January 2022.

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

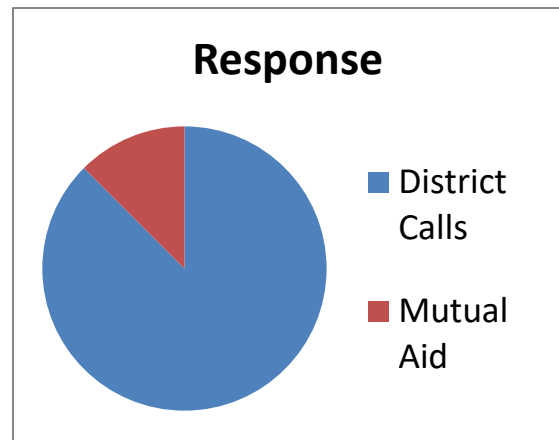
INCIDENT RESPONSE:

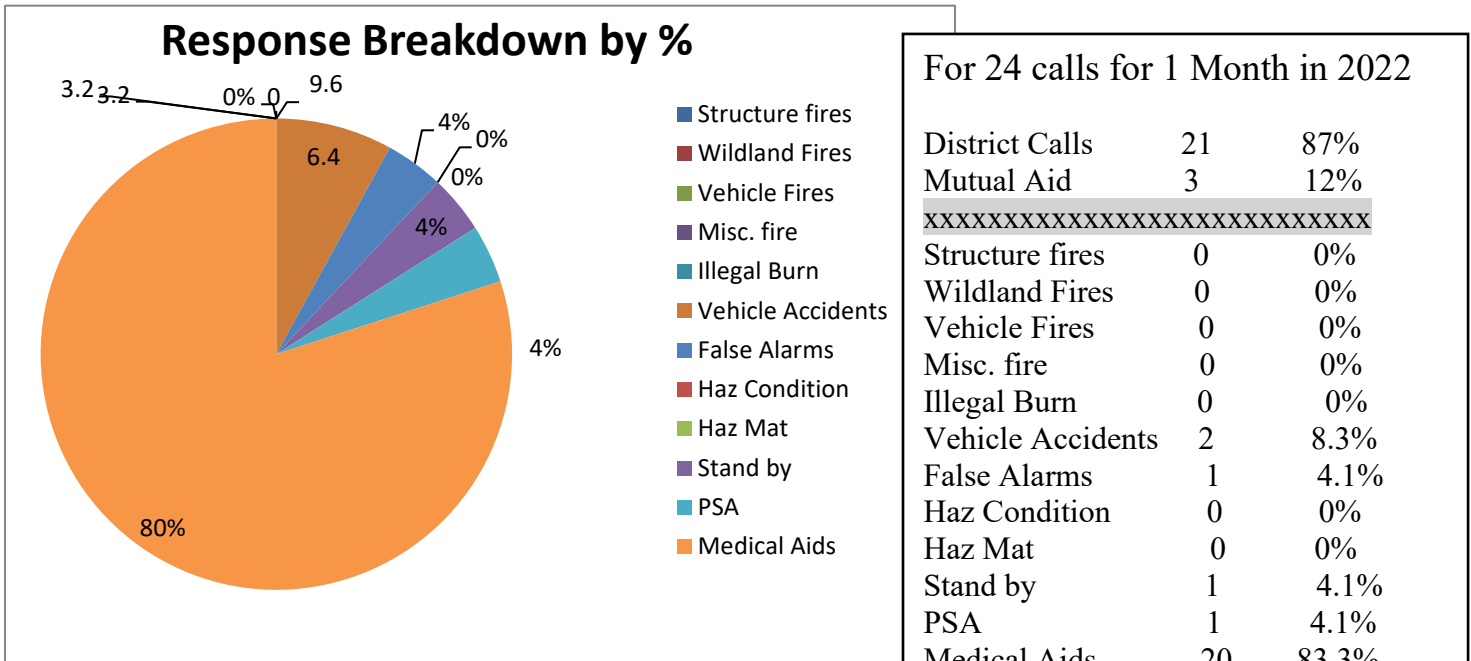
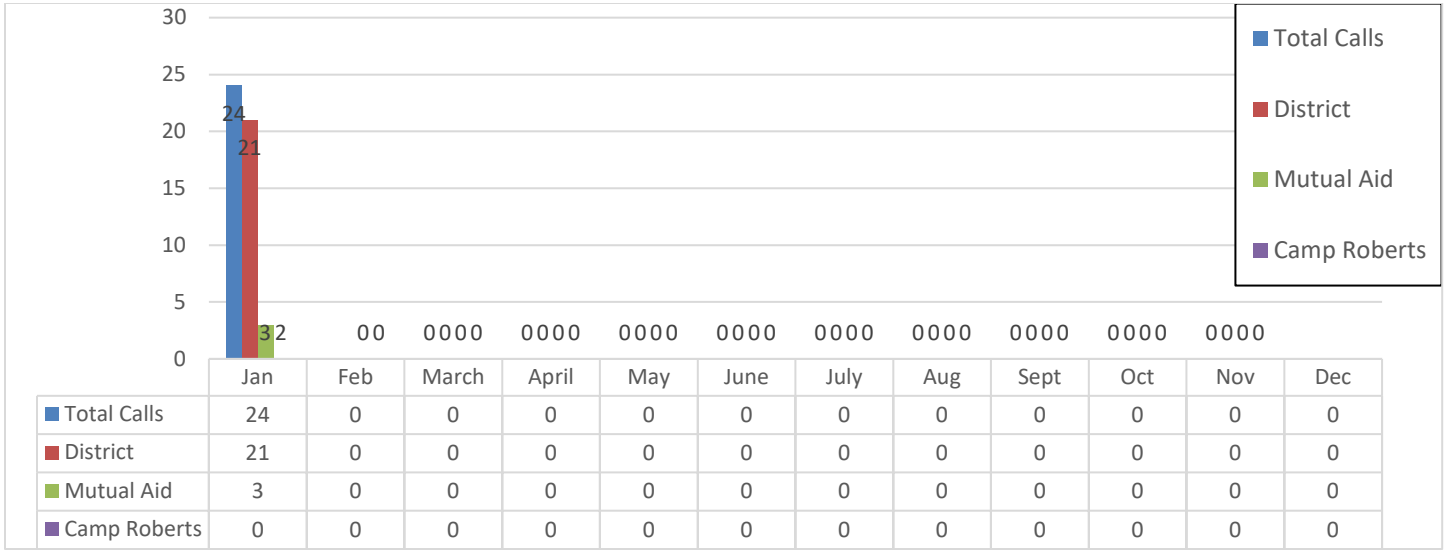
- Total Incidents for January 2022 24
- Average Calls for per 1 Months in 2022 24
- Total calls for the year to date 24

Emergency Response Man Hours in January = 79	Total	79
Stand-By Man Hours for January = 2	Total	<u>2</u>
	Total hr.	81

Emergency Response Man Hours = 3.3 hr. Per call for January	3.3 Per call for the year
Stand-By Average per Call = .08 Per call for, January	.8 Per call for the year

January YTD	
District calls	21=87%
Mutual aid calls	3 =12%
Assist Camp Roberts	0 = 0%





Personnel:

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

Fire Department Financial overview

December 2021

Beginning - **\$797,073.01**
 Received - \$133,549.82 = \$930,622.83
 Transferred in - \$18,339.73 = \$948,962.56
 Disbursed - \$ 23,336.01 = \$925,626.55
 Transferred Out - \$33,837.21 = **\$891,789.34**

January 2022

Beginning - **\$891,789.34**
 Received - \$227,889.46 = \$1,119,678.8
 Transferred in - \$83,761.53 = \$1,203,440.33
 Disbursed -\$4,489.94 = \$1,198,950.39
 Transferred Out -\$117,443.28 = **\$1,081,507.11**

Equipment:

- All equipment is in service.
- MDC's Are installed and E8668 and E8696 are up and working.
- New Base Radio installed in the Station Communication system.

Activities:

- Four PCF Members Completed the SLO Cunty Volunteer firefighter academy Feb 2022.
- Actively recruiting new Pay Call Firefighters.
- Actively working within the COVID standards.
- Starting the 2022/23 Budget.
- Working on the Temporary Housing Unit Project.
- Working on the Fire Department Strategic Master Plan with BHI.
- Working on facility plans for Phase 2 Apparatus Bay and Phase 3 Fire Station remodel design.

Information:

- Fire Prevention Report.

County Fire Chiefs Meeting Report:

Prepared By:

Rob Roberson | Scott Young

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

FIRE EQUIPMENT 2022 MILEAGE / FUEL REPORT

IX-7

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	13	0	0	0	0	0	0	0	0	0	0	0	13	0	#DIV/0!
E-8668	90	14	0	0	0	0	0	0	0	0	0	0	90	14	6.4
P-8651	92	15	0	0	0	0	0	0	0	0	0	0	92	15	6.1
6 Month Total												195	29	6.7	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	279	20	0	0	0	0	0	0	0	0	0	0	299	20	15.0
C-8601	266	19	0	0	0	0	0	0	0	0	0	0	266	19	14.0
C-8600	460	30	0	0	0	0	0	0	0	0	0	0	460	30	15.3
6 Month Total												1025	69	14.9	

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	0	0	0	0	0	0	0	0	0	0	0	0	13	0	#DIV/0!
E-8668	0	0	0	0	0	0	0	0	0	0	0	0	90	14	6.4
P-8651	0	0	0	0	0	0	0	0	0	0	0	0	92	15	6.1
12 Month Total												195	29	6.7	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	0	0	0	0	0	0	0	0	0	0	0	0	299	20	15.0
C-8601	0	0	0	0	0	0	0	0	0	0	0	0	266	19	14.0
C-8600	0	0	0	0	0	0	0	0	0	0	0	0	460	30	15.3
12 Month Total												1025	69	14.9	

OC

YTD 2021 Total	mi.	gal.	Avg. MPG
Diesel	195	29	6.7
Gas	1025	69	14.9

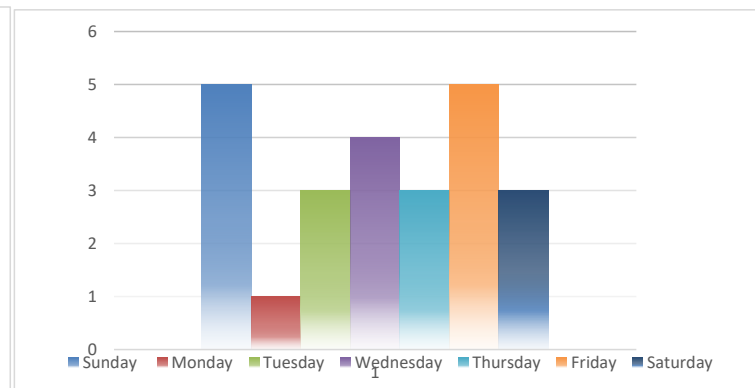
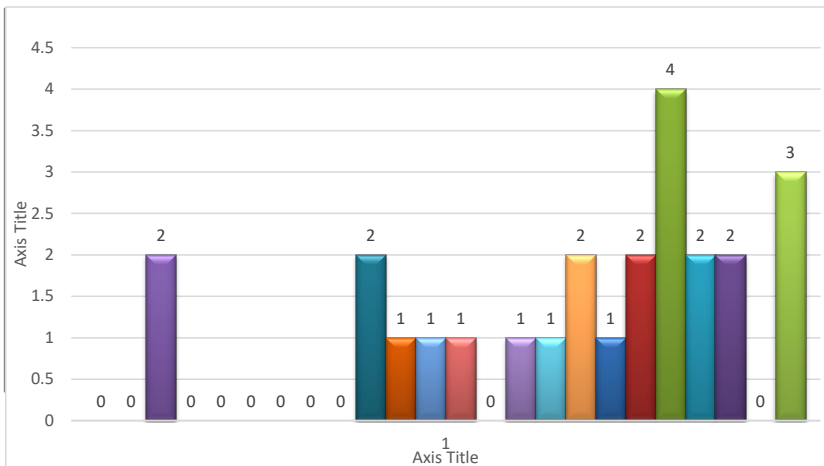
Call per time of day and day of the week 2022


IX-7

	After Hours					CSD Work Hours											Off Hours									
	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total	
Sunday	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	2	0	0	0	0	5	20%
Monday	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	4%
Tuesday	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	3	13%
Wednesday	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2	0	0	0	4	17%
Thursday	0	0	0	0	0	0	0	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	3	13%
Friday	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	1	0	2	5	20%
Saturday	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	1	3	13%
Hour Total	0	0	2	0	0	0	0	0	2	1	1	1	0	1	1	2	1	2	4	2	1	0	3	24		
	0%	0%	8%	0%	0%	0%	0%	0%	8%	4%	4%	4%	0%	4%	4%	8%	4%	8%	16%	8%	4%	0%	12%	96%		

Total calls during CSD Work Hours	6	25%
Total calls during Off time and weekends	18	75%
After Hours calls 22:00 to 06:00	5	20%
Total Weekend Calls	8	33%
Total Calls Monday thru Friday	16	66%

8am to 8pm 6 25%



	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		TOTAL		
	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	
Structure Fires	0	0																							0	0	
Veg. Fires	0	0																								0	0
Vehicle Fires	0	0																								0	0
Misc. Fires	0	0																								0	0
Illegal Burning	0	0																								0	0
Vehicle Accidents	2	0																								2	0
False Alarms	1	0																								1	0
Hazardous Condition	0	0																								0	0
Hazardous Materials	0	0																								0	0
Standby	0	0																								0	0
Pub.Svc.Asst.	1	0																								1	0
Medical Aids	17	3																								17	3
Call TOTALS	21	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21	3
	24		0		0		0		0		0		0		0		0		0		0		0		0		24
<i>CPR</i>	0	0																								0	0
Mutual Aid SLO/Mon.	2	0																								2	
Camp Bob Asst.	0																									0	
Average Calls Per	<i>Month</i>	24.0	<i>Day</i>	0.7	<i>SLO Co. MA</i>				2	<i>Montrey Co. MA</i>				0	<i>CPR TOTAL</i>				0					0			



Board of Directors Staff Report

February 24, 2022

XI-7-5

SUBJECT: Assistant Fire Training Update.

As part of the employment for the Assistant Fire Chief / Fire Prevention Officer position continued education is critical and an ongoing process.

In November 2021 Assistant Fire Chief / Fire Prevention Officer Young began a 112-hour State Fire Marshal approved course in Arson Investigation. The course was successfully completed by Assistant Fire Chief / Fire Prevention Officer Young in January 2022, in addition to 19 hours of accompanying certified courses as part of the overall training requirement totaling 131 hours.

Attached are copies of the certificates earned as part of this training.

- Fire Investigator 1A
- Fire Investigator 1B
- Fire Investigator 1C
- Basic Electrical Systems
- Ethics for Investigators
- Introduction to Evidence
- Motives Means & Opportunity
- Overview and Watch Orientation

PREPARED BY: Scott Young

APPROVED BY: Rob Roberson

San Miguel¹⁵ Fire Department

San Miguel, CA

This report was generated on 2/17/2022 10:19:27 AM



Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 01/01/2022 | End Date: 01/31/2022

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Young, Scott P					
01/02/2022 08:30:00	01/02/2022 14:30:00	DAYBOOK	SMF 1		6.00
01/03/2022 08:00:00	01/03/2022 17:00:00	DAYBOOK	8601	Investigator 1C Red Helmet Training	9.00
01/04/2022 08:00:00	01/04/2022 17:00:00	DAYBOOK	8601	Investigator 1C Red Helmet Training	9.00
01/05/2022 08:00:00	01/05/2022 17:30:00	DAYBOOK	8601	Investigator 1C Red Helmet Training	9.50
01/06/2022 08:00:00	01/06/2022 17:00:00	DAYBOOK	8601	Investigator 1C Red Helmet Training	9.00
01/07/2022 08:00:00	01/07/2022 17:00:00	DAYBOOK	8601	Investigator 1C Red Helmet Training	9.00
01/09/2022 08:30:00	01/10/2022 08:30:00	DAYBOOK	8601		24.00
01/09/2022 08:30:00	01/11/2022 08:30:00	DAYBOOK	SMF 1		48.00
01/11/2022 08:30:00	01/11/2022 22:00:00	DAYBOOK	SMF 1		13.50
01/11/2022 18:00:00	01/11/2022 22:00:00	DAYBOOK		Firefighter Training: Dawning and Doffing Lead Instructor: Roberson, Robert E	4.00
01/12/2022 08:30:00	01/12/2022 17:00:00	DAYBOOK	SMF 1		8.50
01/16/2022 08:30:00	01/17/2022 08:30:00	DAYBOOK	SMF 1		24.00
01/17/2022 08:30:00	01/18/2022 08:30:00	DAYBOOK	SMF 1		24.00
01/17/2022 09:45:00	01/17/2022 11:30:00	DAYBOOK	E8668	Funeral precession for Captain Chris Moyle	1.75
01/18/2022 10:30:00	01/18/2022 22:00:00	DAYBOOK	SMF 1		11.50
01/19/2022 08:30:00	01/19/2022 17:00:00	DAYBOOK	SMF 1		8.50
01/20/2022 08:30:00	01/20/2022 17:00:00	DAYBOOK	SMF 1		8.50
01/23/2022 08:30:00	01/24/2022 08:30:00	DAYBOOK	8601		24.00
01/24/2022 08:30:00	01/25/2022 08:30:00	DAYBOOK	SMF 1		24.00
01/24/2022 09:00:00	01/24/2022 10:00:00	DAYBOOK	P8651	P8651 into South Coast for repairs	1.00
01/25/2022 08:30:00	01/25/2022 18:00:00	DAYBOOK	SMF 1		9.50
01/26/2022 08:30:00	01/26/2022 17:00:00	DAYBOOK	SMF 1		8.50
01/26/2022 09:00:00	01/26/2022 10:00:00	DAYBOOK	P8651	Pickup P8651 from South Coast	1.00
01/26/2022 10:00:00	01/26/2022 10:30:00	DAYBOOK	E8668	E8668 into South Coast for electrical repairs related to MDC installation	0.50
01/30/2022 12:00:00	01/31/2022 08:30:00	DAYBOOK	8601		20.50
01/31/2022 08:30:00	02/01/2022 08:30:00	DAYBOOK	SMF 1		24.00
01/31/2022 09:00:00	01/31/2022 11:30:00	DAYBOOK	8601	Meeting with Supervisor Peschong at his office	2.50
Total Hours for: Young, Scott P					343.25

Total of all Personnel Hours 343.25

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



emergencyreporting.com

Doc Id: 1514

Page # 1 of 1

CALIFORNIA FIRE SERVICE TRAINING AND EDUCATION SYSTEM

This is to certify that

Scott Young

SFT ID 2004-1362

as having successfully completed the
California State Fire Marshal approved course

Fire Investigation 1A (2017): Basic Fire Investigation

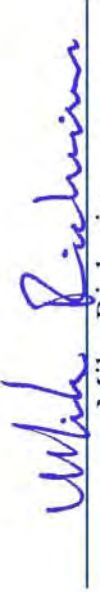
on

November 12, 2021



FINV1A0055




Mike Richwine
State Fire Marshal

CALIFORNIA FIRE SERVICE TRAINING AND EDUCATION SYSTEM

This is to certify that

Scott Young

SFT ID 2004-1362

as having successfully completed the
California State Fire Marshal approved course
Fire Investigation 1B (2017): Evidence and Documentation
on
December 9, 2021



Mike Richwine
Mike Richwine
State Fire Marshal

CALIFORNIA FIRE SERVICE TRAINING AND EDUCATION SYSTEM

This is to certify that

Scott Young

SFT ID 2004-1362

as having successfully completed the
California State Fire Marshal approved course

Fire Investigation 1C: Preparation for Legal Proceedings (2017)
on

January 7, 2022



Mike Richwine
Mike Richwine
State Fire Marshal



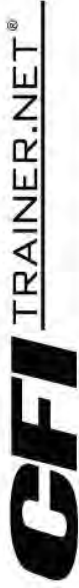
Certificate of Completion

Scott Young

Completed a 4 hour tested training program

Basic Electricity

Presented by: International Association of Arson Investigators, Inc.



Tuesday, November 09, 2021



Daniel Heenan

Daniel Heenan IAAI-CFI, IAAI-CI

CFITrainer.Net

Steering Committee Chair

Robert K. Toth

Robert K. Toth, President

International Association of Arson Investigators, Inc.

GLOBAL LEADERS IN FIRE INVESTIGATION®

Certificate of Completion

Scott Young

Completed a 3 hour tested training program

Ethics and the Fire Investigator

Presented by: International Association of Arson Investigators, Inc.



Monday, November 08, 2021



Daniel Heenan

Daniel Heenan IAAI-CFI, IAAI-CI
CFITrainer.Net
Steering Committee Chair

Robert K. Toth

Robert K. Toth, President
International Association of Arson Investigators, Inc.

GLOBAL LEADERS IN FIRE INVESTIGATION®

Certificate of Completion

Scott Young

Completed a 4 hour tested training program

Introduction to Evidence

Presented by: International Association of Arson Investigators, Inc.



Tuesday, December 07, 2021



Daniel Heenan
Daniel Heenan IAAI-CFI, IAAI-CI
CFITrainer.Net
Steering Committee Chair

Robert K. Toth
Robert K. Toth, President
International Association of Arson Investigators, Inc.

GLOBAL LEADERS IN FIRE INVESTIGATION®

Certificate of Completion

Scott Young

Completed a 4 hour tested training program

Motive, Means, and Opportunity: Determining Responsibility in an Arson Case

Presented by: International Association of Arson Investigators, Inc.



Tuesday, January 04, 2022



Daniel Heenan
Daniel Heenan IAAI-CFI, IAAI-CI
CFITrainer.Net
Steering Committee Chair

Robert K. Toth
Robert K. Toth, President
International Association of Arson Investigators, Inc.

GLOBAL LEADERS IN FIRE INVESTIGATION®

Certificate of Completion

This is to certify that

Scout Young

Has successfully completed the 3 hour
Los Angeles HIDTA Course

LA CLEAR Overview & Watch Center Orientation

Presented At

Rancho Cucamonga, CA

January 7, 2022



Roger Bass, LA HIDTA Director



Board of Directors Staff Report

February 24th, 2022

AGENDA ITEM: X-1

SUBJECT: Approve RESOLUTION 2022-07 identifying STAFF as the voting member in the Regional Water Management Group (RWMG) for the San Miguel Community Service District.

RECOMMENDATION:

Approve RESOLUTION 2022-07 identifying STAFF as the voting member for the San Miguel Community Service District in the RWMG.

When the District entered into the initial MOU with the County and other participating agencies within the Regional Water Management Group (RWMG) it designated the General Manager as the voting member.

It is requested the the Board authorize STAFF as the voting member in the RWMG. Since the MOU was approved in 2013 there have been multiple staff changes that have taken place, these changes have made other staff responsible to attend the RWMG meetings and to make decisions for the District in relation to this group. Identifying STAFF as the voting member will allow the General Manager, or other assigned staff to vote on behalf of the District without having to specifically name all positions. Having a voting presence will enable the District to have a consistent voice in the decision-making of the RWMG, which will only benefit the District as its vote will be counted.

FISCAL IMPACT

There are no additional costs to the District by approving this resolution.

PREPARED BY: Kelly Dodds Director of Utilities

Attachment: RESOLUTION 2022-07



**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SAN MIGUEL COMMUNITY SERVICES DISTRICT
AUTHORIZING STAFF AS THE VOTING MEMBER IN THE REGIONAL WATER
MANAGEMENT GROUP FOR THE SAN MIGUEL COMMUNITY SERVICE
DISTRICT**

WHEREAS, in 2013 the Board of Directors adopted an MOU with the County of San Luis Obispo and other agency partners to enter into the Regional Water Management Group; and

WHEREAS, the General Manager was initially identified as the voting member for the District, and staffing changes have let to other staff being assigned to this group; and

WHEREAS, in order to have a voting voice the Board must identify who is authorized to vote on behalf of the District; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED the San Miguel Board of Directors authorizes STAFF to vote on behalf and in the interest of the District.

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

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

the foregoing Resolution is hereby passed and adopted this 24th day of February 2022.

Raynette Gregory, President SMCS D Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel



Board of Directors Staff Report

February 24th, 2022

AGENDA ITEM: X-2

SUBJECT: Approve RESOLUTION 2022-08 adopting the County of San Luis Obispo 2019 Integrated Regional Water Management Plan (IRWM plan).

RECOMMENDATION:

Approve RESOLUTION 2022-08 adopting the County of San Luis Obispo 2019 IRWM plan.

Background. Senate Bill 1672 established the Integrated Regional Water Management (IRWM) Act in 2002, intended to promote collaborative, integrated management of water resources. California voters passed a series of propositions, thereby establishing and funding efforts under the State's IRWM Program. These propositions authorized the Legislature to appropriate grant funds for IRWM plans and projects, and to establish eligibility requirements. The IRWM Program is administered by the State's Department of Water Resources (DWR).

Process Requirements. One of the eligibility requirements of the IRWM Program is that an IRWM Plan be formally accepted, as evidenced by a resolution or other written documentation, by the governing bodies of each agency that is part of the RWMG responsible for the development of the Plan and have responsibility for implementation of the Plan (California Water Code Section 10543). Therefore, staff recommends that the Board approve the attached resolutions adopting the 2019 San Luis Obispo County IRWM Plan for the Flood Control District and the County. The MOU for the RWMG is attached to the resolutions since the IRWM Plan needs to demonstrate the governance under which the SLOCo regional efforts are conducted.

IRWM Plan Content. The IRWM Plan has been developed in accordance with State standards and with extensive participation from the RWMG, the WRAC and the general public. The IRWM Plan is on file with the County Clerk's office, and available at www.slocountywater.org by clicking on the IRWM button. The Executive Summary for the IRWM Plan is available online.

Through its governance, goals and objectives and project review process sections, the IRWM Plan provides a united framework among SLOCo Region stakeholders for sustainable water resource management. The IRWM Plan also provides a “one stop shop” for information on the water resources of the county, and related planning and project efforts. The IRWM Plan is intended to be a “living” document, with the ability to update information and the project list within it as needed. A detailed discussion of IRWM Plan implementation and update efforts are described in Sections J (Plan Implementation and Monitoring) and Q (Plan Implementation and Maintenance Activities).

In August of 2014 the Board of Directors adopted the 2014 IRWM plan as a requirement to be eligible for grants awarded through the Regional Water Management Group (RWMG). The District was awarded a \$177,750 grant for studies and planning related to the Wastewater Treatment Facility expansion and upgrade.

It is recommended that the Board of Directors adopt the 2019 IRWM plan in order to apply for grant funding through the State of California.

Below is a link to the entire 2019 IRWM plan at the County of San Luis Obispo website, it can also be found by searching 2019 IRWM plan on the county website

[https://www.slocounty.ca.gov/Departments/Public-Works/Committees-Programs/Integrated-Regional-Water-Management-\(IRWM\)/IRWM-Plan.aspx](https://www.slocounty.ca.gov/Departments/Public-Works/Committees-Programs/Integrated-Regional-Water-Management-(IRWM)/IRWM-Plan.aspx)

FISCAL IMPACT

There is no cost to adopt this plan, however it is not adopted then the District will not be eligible to apply for millions of dollars in grants.

PREPARED BY:

Kelly Dodds

Director of Utilities

Attachment:

1. RESOLUTION 2022-08



**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SAN MIGUEL COMMUNITY SERVICES DISTRICT
ADOPTING THE 2019 COUNTY OF SAN LUIS OBISPO
INTEGRATED REGIONAL WATER MANAGEMENT PLAN AND
FINDING THAT THE PROJECT IS EXEMPT FROM SECTION 2100 ET SEQ.
OF THE CALIFORNIA PUBLIC RESOURCES CODE (CEQA)**

WHEREAS, the State of California has established an Integrated Regional Water Management grant program pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resources Code §75001 et seq., also known as Proposition 84); and

WHEREAS, the Regional Water Management Group for the San Luis Obispo County Region as of the date of this resolution consists of agencies, including the San Miguel Community Services District, that have signed a Memorandum of Understanding (included as Attachment 1) and are listed in Attachment 2; and

WHEREAS, the concepts, direction and approach to water resources management embodied in the State's Integrated Regional Water Management program guidelines closely match those of the San Luis Obispo County Region; and

WHEREAS, the San Luis Obispo County Integrated Regional Water Management Plan was initially developed and adopted by multiple agencies in the County in 2005 and updated in 2007 and 2014; and

WHEREAS, an update to the 2014 San Luis Obispo County Integrated Regional Water Management Plan is needed in order to effectively and efficiently integrate the region's water resources management planning objectives and implementation strategies in the following five key areas: Water Supply, Groundwater Monitoring and Management, Flood Management, Ecosystems and Watershed, and Water Resources Management and Communications; and

WHEREAS, the San Luis Obispo County Flood Control and Water Conservation District has coordinated with the Regional Water Management Group to produce the 2019 San Luis Obispo County Integrated Regional Water Management Plan in accordance with State standards; and

WHEREAS, the 2019 San Luis Obispo County Integrated Regional Water Management Plan identifies goals, objectives, strategies and projects designed to improve regional water supply

reliability, water recycling, water conservation, water quality improvement, stormwater capture and management, flood management, recreation and access, wetland enhancement and creation, and environmental and habitat protection and improvement; and

WHEREAS, the San Miguel Community Services District has reviewed the 2019 San Luis Obispo County Integrated Regional Water Management Plan and has determined that the Plan is exempt from Section 21000 et seq. of the California Public Resources Code (California Environmental Quality Act) pursuant to Section 21150 of the California Environmental Quality Act, and Guidelines Section 15262 because the Plan is a planning study, which identifies potential projects, programs, and policies for possible future actions, and includes possible actions, subject to future adoption and approval.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the San Miguel Community Services District, as follows:

1. The 2019 San Luis Obispo County Integrated Regional Water Management Plan for the San Luis Obispo County Region is hereby adopted, and the General Manager of the San Miguel Community Services District is hereby authorized and directed to implement actions consistent with participating in updates to the plan on a five-year cycle as a Regional Water Management Group Member as described within the plan.
2. The adoption of the 2019 San Luis Obispo County Integrated Regional Water Management Plan for the San Luis Obispo County Region is hereby determined to be exempt from the requirements of the California Environmental Quality Act pursuant to Section 21150 of Section 21150 of the California Public Resources Code and Section 15262 of the State California Environmental Quality Act Guidelines.
3. The General Manager of the San Miguel Community Services District is hereby directed to file a Notice of Exemption in accordance with provisions of the California Environmental Quality Act.

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby passed and adopted this 24th day of February 2022.

Raynette Gregory, President SMCS D Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel

San Luis Obispo County Region
Integrated Regional Water Management Program Participants
Memorandum of Understanding

The undersigned agencies and organizations hereby agree as follows:

1. BACKGROUND

The State of California has established an Integrated Regional Water Management (IRWM) planning and grant program pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code (PRC) Section 75001 et seq., also known as Proposition 84). This program is anticipated to be perpetuated and/or modified by future Bond acts. The IRWM program provides guidance for collaborative efforts to manage all aspects of water resources in a region by crossing jurisdictional, watershed, and political boundaries to involve multiple agencies, stakeholders, individuals, and groups in order to address issues and differing perspectives of all entities involved through mutually beneficial solutions. Regions that develop IRWM plans in accordance with the guidelines are eligible for certain water resources grant funding opportunities.

In accordance with PRC Section 75001 (et seq.) and State IRWM Program guidelines, a Memorandum of Understanding (MOU) (dated 2009), signed by eleven agencies within San Luis Obispo County, established a Regional Water Management Group (RWMG) for the San Luis Obispo County IRWM Region, and the San Luis Obispo County IRWM Region was officially accepted by the State in May 2009.

The San Luis Obispo County IRWM Region water resources stakeholders have determined the need to update the IRWM MOU in order to meet new State IRWM guidelines, to clarify the governance structure for IRWM planning in the San Luis Obispo County IRWM Region, and encourage broader participation. This MOU, in conjunction with the current IRWM Plan, sets forth the San Luis Obispo County IRWM Region's governance structure thereby allowing members and other stakeholders to understand how to participate in the IRWM Plan development and implementation.

2. PURPOSE, GOALS, AND APPROACH

2.1 Purpose. The purpose of this MEMORANDUM OF UNDERSTANDING (MOU) is to establish the mutual understandings among the San Luis Obispo County Region participants with respect to their joint efforts to develop and implement an Integrated Regional Water Management (IRWM) Plan for the San Luis Obispo County Region, including the definition of common IRWM terms, roles and responsibilities of IRWM Program Participants, and decision-making processes.

2.2 Goals. The goal of the IRWM program is to provide a reliable, long-term, and high-quality water supply, and to establish a unified vision among the participants' goals for water quality improvement, ecosystem preservation, water supply protection and enhancement, ground water management and flood management, in the context of social justice and climate change adaptation, while protecting the environment. The adopted IRWM plan will identify major water-related goals, objectives and conflicts within the region, consider a broad variety of water management strategies, identify the appropriate mix of water demand and supply management alternatives, water quality protections, flood management strategies, and environmental stewardship actions.

2.3 Approach. The San Luis Obispo County Region participants are specifying their shared intent to coordinate and collaborate on water management issues, giving consideration to disadvantaged communities and Native American tribes and their water related needs. In order to

enhance participation of stakeholders, it will be necessary to work at a sub-regional level to better understand the water resources needs and priorities throughout the region. When applying for grants, the San Luis Obispo County Region will strive to distribute the grant funding request fairly across the geographic region. The goal is to distribute awarded funding from each grant cycle equally across the sub-regions (i.e. one quarter of the overall funding to benefit each of the three sub-regions' projects/programs and one quarter of the overall funding to benefit regional projects/programs), to the extent feasible.

3. DEFINITIONS

3.1 Integrated Regional Water Management Plan (Plan). A comprehensive plan for a defined geographic area which shall satisfy the requirements of California's IRWM Program.

3.2 San Luis Obispo County Region (Region). The geographic area of San Luis Obispo County, which is coterminous with the San Luis Obispo County Flood Control and Water Conservation District (District) boundary.

3.3 Local Agency. Any city, county, city and county, special district, joint powers authority, or other political subdivision of the state, a public utility as defined in Section 216 of the Public Utilities Code, or a mutual water company as defined in Section 2725 of the Public Utilities Code.

3.4 Program Participants. Development and implementation of the Region's Plan is a collaborative effort undertaken by the Region's participants, as further discussed in Section 4. The effort is being led by the District, in partnership with the Regional Water Management Group, Water Resources Advisory Committee, Implementation Affiliates, and Interested Stakeholders. Only regional projects and programs to be implemented by those agencies which have adopted the Plan will be eligible for grant applications. The Region categorizes IRWM Program Participants into the following:

3.4.1 Regional Water Management Group (RWMG). A group in which three or more local agencies, at least two of which have statutory authority over water supply or water management, as well as those other persons who may be necessary for the development and implementation of the Plan, participate by means of this memorandum of understanding, in accordance with requirements of the California Water Code (CWC § 10539). The Region's RWMG members are signatories to this MOU, have adopted the current Plan, and may designate a representative to participate in RWMG activities and its Working Group. The entities must be either a Local Agency or an IRS 501(c)(3) nonprofit organization. The RWMG has the capacity to carry out projects (i.e. financial resources, management structure, adequate staffing). The agencies/organizations that form the RWMG may have planning or implementation projects eligible for State IRWM grants.

3.4.2 Water Resources Advisory Committee (WRAC). This is the committee comprised of water purveyor, resource conservation district, environmental and agricultural, and other water resources representatives that was originally established in the 1940s to advise the District Board of Supervisors on water resource issues. The WRAC is a Brown Act committee that meets monthly, with the exception of July and August. Many participants are actively engaged in issues relevant to Plan development and implementation, and will represent important stakeholder groups throughout the program.

3.4.3 RWMG Working Group (Working Group). The Working Group will involve representatives from the RWMG who have technical expertise and are able to work on the details associated with IRWM efforts. The Working Group will engage stakeholders at a sub-regional level in order to better understand the specific water resources needs and priorities of that sub-region.

3.4.4 Implementation Affiliates. These entities will adopt the Plan by resolution, but would not be signatories of the MOU. The entities must be either a Local Agency or an IRS 501(c)(3) nonprofit organization. The Implementation Affiliates have the capacity to carry out projects (i.e. financial resources, management structure, adequate staffing). In order to have a planning or implementation project eligible for State IRWM grants, agencies must be an Implementation Affiliate if they are not a part of the RWMG.

3.4.5 Interested Stakeholders. These individuals, organizations, and nonprofits (including those that are not IRS 501(c)(3) nonprofit organizations) who are interested in the IRWM program. The Interested Stakeholders may sign a letter of support for the Plan, or otherwise provide input to the RWMG, but would not be eligible for directly receiving State IRWM grant funds.

3.5 Sub-regions. The Region's IRWM program seeks to engage stakeholders and understand the water resources needs of the Region. To adequately ensure this balanced access and opportunity for participation in the IRWM program, the RWMG will utilize a sub-regional geographic structure, allowing more focused planning and local outreach efforts that are later brought into the context of the overall IRWM Region. These sub-regions have been deliberately defined in terms of logical planning and watershed/ hydrogeologic unit boundaries. These "sub-regions" include the North Coast, North County, and South County (see Attachment 1).

3.6 Regional Projects or Programs. Projects or programs to be implemented by the RWMG and/or Implementation Affiliates are identified in the Plan and are based upon the State's IRWM Guidelines under which the current Plan was adopted, which includes but is not limited to: reducing water demand through agricultural and urban water use efficiency, increasing water supplies for any beneficial use, improving operational efficiency and water supply reliability, improving water quality, improving resource stewardship, and improving flood management.

3.7 Integration. Assembling into one document the water-related management strategies, projects, programs, and plans of the Region. The development and implementation of the Plan should demonstrate the RWMG is forming, coordinating and integrating separate efforts in order to function as a unified effort in a collaborative manner that balances interests and engages a variety of stakeholders and seeks to efficiently integrate regional resources. The Plan development will identify water management strategies for the Region and the priority projects and programs that demonstrate how these strategies work together to meet goals identified in Section 2. It will also identify regional benefits of linkages between projects and plans that address different primary water-related objectives (for example, identifying regional benefits of linkages between a water supply project and a flood management project in the same watershed).

4. IRWM PROGRAM PARTICIPANTS

4.1 Program Participant Structure. Elements of the Plan will be developed and implemented by the Program Participants. The RWMG, including the District as the Lead Agency, and the Implementation Affiliates are responsible for Plan development and implementation.

4.2 Plan Development and Implementation. The Region's Plan that was adopted by the District, developed in coordination with and approved by stakeholders in 2005, and updated in 2007, will be the basis for subsequent adopted Plans for the Region. The Working Group will propose changes to the previous versions of the Plan to comply with new State guidelines and incorporate new information and projects. Since a key element of the IRWM Program is integration, the RWMG will work with Program Participants to identify water management strategies for the Region and sub-regions and the priority projects that demonstrate how these strategies work together to meet the purpose and goals in Section 2. How each Program

Participant contributes and participates in Plan development and implementation is described below:

4.2.1 Lead Agency. The District will act as the lead agency for Plan development, will execute this MOU, and will adopt the Plan in accordance with 4.3 and 4.4 below. The District will ultimately be responsible for the final production of the Region's Plan, hiring consultant(s) to develop the Plan, and presentations to stakeholders, submittal of IRWM grant applications, and execution and administration of grant agreements with the State. As the Lead Agency, the District will execute and administer agreements with RWMG members and Implementation Affiliates responsible for the implementation of projects that are awarded grants, including data collection relevant to grant agreements, project reporting, etc. Efforts described in Section 4.2.1 are subject to the availability of funding.

4.2.2 RWMG. Members will execute this MOU and adopt the Plan in accordance with 4.3 and 4.4 below. RWMG members will designate a representative with clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. This representative will be eligible to participate on the Working Group. All RWMG members, whether or not their representative is participating in the Working Group, hereby agree to provide information sufficient to meet State guidelines for their regional projects and programs to be included in the Plan and participate in the review of the Plan. RWMG members will consider integrating projects and programs with other agencies when possible, especially with disadvantaged communities and Native American tribes, in accordance with State IRWM Guidelines. RWMG members responsible for the implementation of regional projects and programs awarded grant funding will be responsible, through contract with the District, for complying with the provisions of the District's grant agreement with the State. The RWMG will provide updates to the WRAC and seek WRAC support of recommendations at key decision points.

4.2.3 WRAC. The WRAC will provide a forum for public meetings/ workshops related to Plan development and implementation at key decision points. The WRAC will review and comment on the RWMG recommendations to the District's Board of Supervisors at key decision points.

4.2.4 Working Group. Representatives of the Working Group will be designated by the RWMG member and will have clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. The District will provide materials with sufficient lead time for RWMG member and Working Group engagement. The Working Group will develop information, draft documents and recommendations pertaining to the Plan update consistent with current State IRWM Guidelines during Plan development. Efforts are anticipated to include stakeholder outreach, collection and incorporation of updated data, etc. The Working Group will develop information and recommendations for IRWM program planning and implementation, stakeholder outreach, and pursuit of funding opportunities. All RWMG members will participate in the process to select the Region's IRWM projects and programs for grant applications by way of the Working Group, who will conduct project/program solicitations and evaluations, and will make recommendations on grant funding allocations. The Working Group will need to conduct sub-regional public meetings during Plan development and implementation to facilitate stakeholder participation.

4.2.5 Implementation Affiliates. Implementation Affiliates shall adopt the Plan in accordance with Section 4.3. Implementation Affiliates will designate a representative with clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. All

Implementation Affiliates will provide information sufficient to meet State guidelines for their regional projects and programs to be included in the Plan and participate in the review of the Plan and for implementation activities, such as project status updates, project reporting, data collection, etc. Implementation Affiliates will consider integrating projects and programs with neighboring agencies when possible, especially with disadvantaged communities and Native American tribes, in accordance with State IRWM Guidelines. Implementation Affiliates responsible for the implementation of regional projects and programs awarded grant funding will be responsible, through contract with the District, for complying with the provisions of the District's grant agreement with the State.

4.2.6 **Interested Stakeholders.** Interested Stakeholders may participate in the Plan development and implementation process by way of participation at WRAC and/or RWMG meetings. Interested Stakeholders that are not WRAC members will be notified when an IRWM program item will be reviewed by the WRAC if they request inclusion on the IRWM contact list (Section 5.6). Sub-regional meetings will be required to ensure Interested Stakeholders, including disadvantaged communities, who may not necessarily be able to attend WRAC meetings, can participate in Plan development and implementation.

4.3 IRWM Plan Adoption. Plan approval and adoption will be required of the governing bodies of RWMG members and Implementation Affiliates. Plan updates to meet new State guidelines, add new RWMG Members, add or remove and evaluate regional projects and programs, or other updates to information do not require Plan re-adoption. Significant changes to the Plan, including revised goals and objectives, revised methodologies (such as methodology for evaluating, ranking, and prioritizing projects and programs), revised regional boundaries, or other changes deemed significant by the RWMG and the Lead Agency, will require Plan re-adoption via the decision-making process described in Section 4.5.

4.4 Personnel and Financial Resources. It is expected that Program Participants will contribute the resources necessary to fulfill the responsibilities listed within Section 4 of this MOU. Program Participants that receive implementation grant funding, shall contribute a proportionate share of non-project costs associated with the grant agreement, based on awarded implementation funding (for example, contributing toward the cost of updating the Plan, should that be a condition of grant award)..

4.5 Decision Making. The RWMG shall develop IRWM program materials and will make recommendations to the Lead Agency at key decision points of the IRWM program. Written input will be sought between the representatives of RWMG members in the event the need for a decision arises that cannot be brought forth to the RWMG before a decision needs to be made. The District, by way of its Public Works Department, shall notify the RWMG agencies of recommendations being taken to the District's Board of Supervisors for action. The District's Board of Supervisors may approve, alter, or return any said recommendation of the RWMG. Furthermore, if the District's Board of Supervisors intends to alter an item or proposition approved by the RWMG, the District's Board of Supervisors shall set forth in writing its findings, after which the Board will hold a public hearing. The RWMG agencies shall have the right to appear and address the District's Board of Supervisors.

5. MUTUAL UNDERSTANDINGS

5.1 Need for the Region's IRWM Plan

5.1.1 To improve communication and cooperation between public and private agencies and minimize conflict-generated solutions.

5.1.2 To enhance our existing water management efforts by increasing stakeholder awareness of important issues, providing more opportunities for collaborative efforts and improving efficiencies in government and water management.

5.1.3 To qualify for state grants and other funding opportunities only available to those regions which have developed IRWM plans.

5.2 Subject matter scope of the IRWM Plan. The Plan focuses on water supply, water quality protection and improvement, ecosystem preservation and restoration, groundwater monitoring and management, and flood management as these are the most prevalent water resource issues facing the Region.

5.3 Geographical scope of the IRWM Program. The Region for this memorandum is coterminous with the boundary of San Luis Obispo County. This is an appropriate geographic region for integrated regional water management planning because it encompasses all aspects of water management generally within the same physical, political, environmental, social, and economic boundaries. The Region may engage stakeholders within the three sub-regions in order to better understand the specific water resources needs and priorities of that sub-region, which would then be incorporated into the context of the greater IRWM Region planning and implementation.

The Region is bordered by the Greater Monterey County IRWM region to the north, the Santa Barbara County and Watersheds Coalition of Ventura County IRWM regions to the south, and the Kern County IRWM region to the east.

Water resources issues that overlap neighboring regional boundaries are either covered by existing cooperative water management plans (i.e. Nacitone Watershed Management Plan), adjudication (i.e. Santa Maria Groundwater Basin), and operational agreements (i.e. Nacimiento Reservoir), or have no defining water resource management issue. All of these items are to be included in the Region's Plan consistent with the plans of neighboring regions. The RWMG will continue to coordinate with neighboring regions to address additional water resources issues and possible integrated water management strategies in our respective IRWM plans.

5.4 Non-binding nature. This document and participation in the IRWM program efforts are nonbinding, and in no way suggest that a RWMG member or Implementation Affiliate may not continue its own planning and undertake efforts to secure project funding from any source. An agency/ organization may withdraw from participation in accordance with Section 5.7.

5.5 Other on-going regional efforts. Development of the Plan is separate from efforts of other organizations to develop water-related plans on a regional basis. As the Plan is developed, work products can be shared with these separate efforts to provide them with current information.

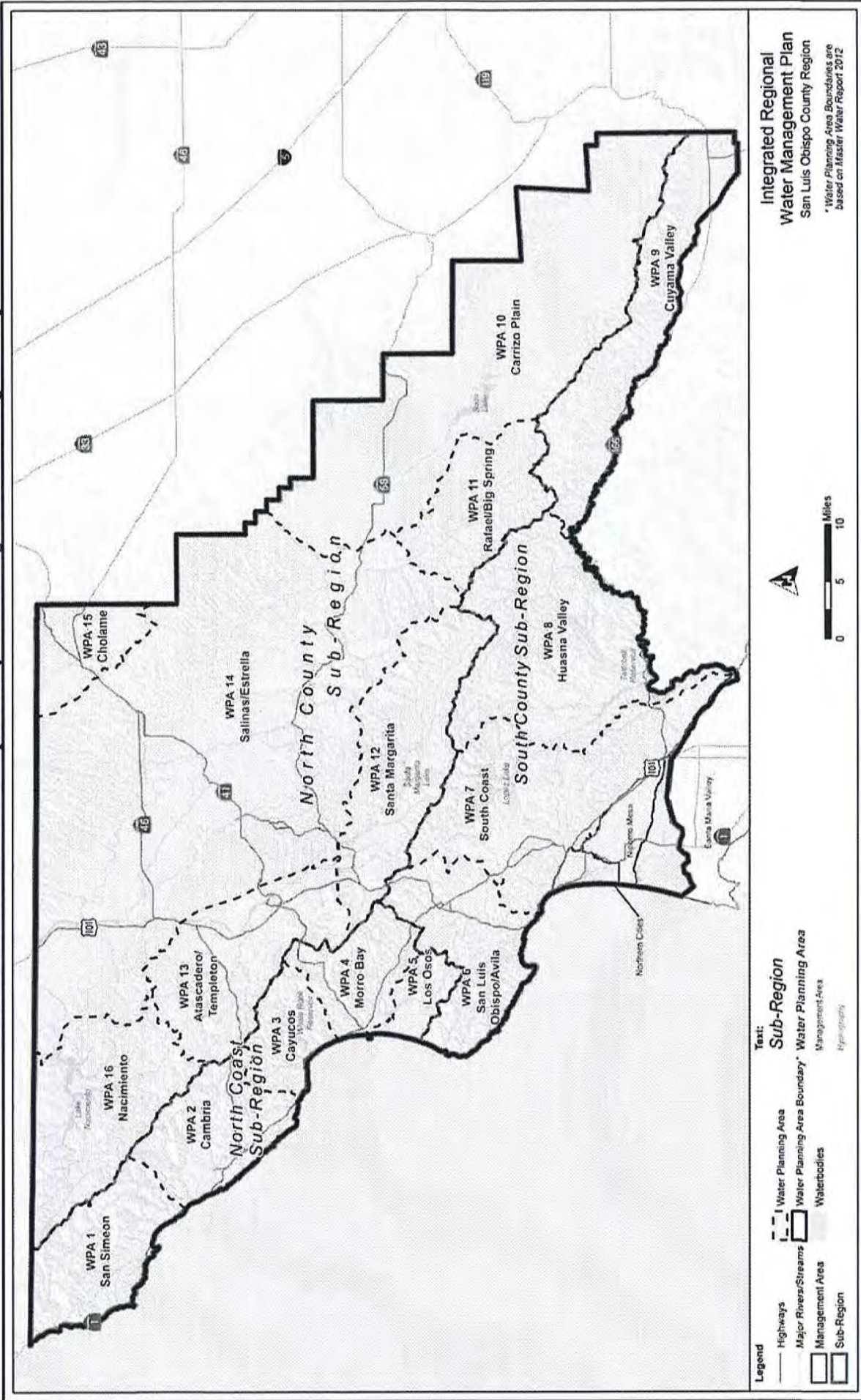
5.6 Reports and communications. The WRAC, an IRWM contact list, and the District's website will serve as the forum for updates and correspondence relating to the IRWM program and Plan development.

5.7 Termination. Because the Plan will require periodic review and updating for use into the future, it is envisioned that the joint efforts of those involved will be ongoing in maintaining a living document. Thus this MOU will remain as a reflection of the understandings of the RWMG Members. As indicated, parties to this MOU may terminate their involvement at any time, but must provide all RWMG agencies with 30 days' advance notice of intent to terminate.

5.8 Superseded Prior MOU. This MOU supersedes the MOU dated April 21, 2009 (2009 MOU).

5.9 Counterparts. This MOU may be executed in counterparts and has the same force and effect as if all the signatures were obtained in one document.

Attachment 1 – San Luis Obispo County IRWM Region and Sub-Regions Map





San Miguel Community Services District
AGENDA ITEM: XI – 1
Financial Report

February 24, 2022

BOARD ACTION: Review the enumeration of Financial Reports for January 2022

January 2022 Revenue: \$395,818.62 Sale Revenues, Property Taxes, Franchise Fees and OES Fire Payment

January 2022 Expenses: \$73,934.81

CSD PROJECTS:

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

JANUARY costs: Baldwin Electric – Gen Install Well 3&4 \$7,025.98, Wilber Construction – Concrete \$4,715.90

Grant use to date: \$180,408.23 (currently 78% of the grant has been used)

Status: In Process

WWTF Expansion- SWRCB Order June 2018

JANUARY costs: 0

Project costs to date: \$448,340.59

Status: In Process

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

JANUARY costs: 0

Project costs to date: \$6,707.59 (34% spent)

Status: In Process

Fire Temporary Housing Unit-

JANUARY costs: 0

Project costs to date: \$8,096.01

Status: In Process

Resolution 2021-32: WWTF FRM replace Dissolved Oxygen meters- Budget: \$16,971.60

JANUARY costs: 0

Status: Started

Resolution 2021-33: WWTF MBR- Budget: \$206,835.37/\$6,894,512.30

JANUARY costs: 0

Status: Started

Resolution 2021-35: WWTF Headworks- Budget: \$250,231.00

JANUARY costs: 0

Status: Started

Resolution 2022-03: Mission Gardens Lift Stations Generator- Budget: \$27,722.34

JANUARY costs: 0

Status: Started

JANUARY costs: 0

Status: Started

LEGAL SERVICES

Legal bills: \$19,688.25

2021/22 LEGAL EXPENSES TO DATE:

BOARD MEETINGS:	\$ 13,998.13
CSD BOARD REQUESTS:	\$ 1,930.58
GENERAL CSD/ADMIN:	\$ 4,391.82
GENERAL HR AND HR CONTRACTS:	\$ 4,943.90
HR INVESTIGATION/ARBITRATION:	\$ 3,317.28
PUBLIC RECORDS REQUESTS:	\$ 1,115.89
RECALL:	\$ 4,722.51
SEWER:	\$ 1,052.80
STEINBECK:	\$ 22,217.85
WHITE OAK:	\$ 2,792.60
WATER:	\$ 4,471.50
	\$ 64,954.86

OTHER GENERAL OPERATING EXPENSES- DECEMBER

- CalPERS \$16,121.57 – January monthly
- PG&E \$10,063.04 – Facilities electric bill January
- BHI Management Consulting \$5,525.00 – Input Phase
- RS Communications \$4,566.49 – Base Station & Microphone
- US Bank \$3,366.15 – Monthly CSD Credit Card expenses
- South Coast Emergency Vehicle \$2,557.35 – E8668 Repairs
- Safeguard Business Systems \$2,037.68 – Utility Shirts, Hoodies & Hats
- Core & Main \$1,991.14 – 7 Water Meters
- Monsoon Ventures \$1,885.00 – GSA & GSP
- C&N Tractor \$1,822.46 – Chain Saw, Blower, Pruner, Chains
- ULINE \$1,637.92 – Stacking Bins & Flammable Storage Cabinet
- Black Mountain Software \$1,489.00 – Payroll Setup
- Moss, Levy & Hartzheim \$1,420.00 – 4th of 4 payment for 20/21 audit
- Wildhorse Propane \$1,290.93 – CSD Propane
- WEX Bank \$1,013.54 – Monthly CSD District Vehicle Fuel

RECOMMENDATION: Receive and file the January 2022 SMCS D Financial Reports.

PREPARED BY:

Michelle Hido

Financial Officer

REVIEWED BY:

Rob Roberson

Interim General Manager/Fire Chief

* ... Over spent expenditure

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7619	19444S	8 AIRGAS	300.58					
Oxygen								
1	9121677623	01/14/21 6 CL Oxygen USPDA	300.58			20 62000	450	10200
		Total for Vendor:	300.58					
7552	19404S	671 ALAMEDA ELECTRICAL DIST	111.00					
1	S5229194.0	12/30/21 WELL4 RELAY,CALOES GENERAT	111.00			50 65000	590	10200
7583	19404S	671 ALAMEDA ELECTRICAL DIST	0.00					
1	S5236443.0	01/11/22 FLEX CONN WELL 4	106.11			50 65000	590	10200
9900	S5221602.0	12/30/21 WELL4 CALOES GEN FLEX CONN	-106.11			50 65000	590	10200
CI	5							
7625	19445S	671 ALAMEDA ELECTRICAL DIST	80.12					
1	S5241457	01/19/22 WELLSLT PARTS CALOES GENERAT	317.57			50 65000	590	10200
9900	S5221602.0	12/30/21 WELL4 CALOES GEN FLEX CONN	-237.45			50 65000	590	10200
CI	5							
7626	19445S	671 ALAMEDA ELECTRICAL DIST	694.17					
1	S5242288	01/19/22 WELLSLT WIRE CALOES GENERATO	694.17			50 65000	590	10200
7627	19445S	671 ALAMEDA ELECTRICAL DIST	15.52					
1	S5242422	01/19/22 WELLSLT CNDUIT GLUE CALOES G	15.52			50 65000	590	10200
		Total for Vendor:	900.81					
7561	19405S	689 AMAZON CAPITOL SERVICES	198.40					
1M6P-DYJY-JTYH								
1	1M6P-DYJY-	01/01/22 GLOVES	99.20			40 64000	348	10200
2	1M6P-DYJY-	01/01/22 GLOVES	99.20			50 65000	348	10200
7562	19405S	689 AMAZON CAPITOL SERVICES	132.96					
17QJ-J7D4-LHMH								
1	17QJ-J7D4	01/01/22 STORAGE BINS	33.24			30 63000	490	10200
2	17QJ-J7D4	01/01/22 STORAGE BINS	33.24			40 64000	490	10200
3	17QJ-J7D4	01/01/22 STORAGE BINS	33.24			50 65000	490	10200
4	17QJ-J7D4	01/01/22 STORAGE BINS	33.24			60 66000	490	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7576	19405S	689 AMAZON CAPITOL SERVICES	213.96					
1CH4-TTHL-KY4W								
1	1CH4-TTHL	01/01/22 WORK LIGHT & DEWALT BATTERY	106.98			40 64000	490	10200
2	1CH4-TTHL	01/01/22 WORK LIGHT & DEWALT BATTERY	106.98			50 65000	490	10200
7577	19405S	689 AMAZON CAPITOL SERVICES	287.78					
19CY-XGGJ-LLXF								
1	19CY-XGGJ	01/01/22 CALENDARS & PAPER	15.00			20 62000	410	10200
2	19CY-XGGJ	01/01/22 CALENDARS & PAPER & WEBCAM	26.77			40 64000	410	10200
3	19CY-XGGJ	01/01/22 CALENDARS & PAPER & WEBCAM	26.77			50 65000	410	10200
4	19CY-XGGJ	01/01/22 CALENDARS & PAPER & WEBCAM	44.97			20 62000	410	10200
5	19CY-XGGJ	01/01/22 CALENDARS & PAPER & WEBCAM	4.38			30 63000	410	10200
6	19CY-XGGJ	01/01/22 CALENDARS & PAPER & WEBCAM	83.30			40 64000	410	10200
7	19CY-XGGJ	01/01/22 CALENDARS & PAPER & WEBCAM	82.21			50 65000	410	10200
8	19CY-XGGJ	01/01/22 CALENDARS & PAPER & WEBCAM	4.38			60 66000	410	10200
Total for Vendor:			833.10					
7587	19406S	622 BALDWIN ELECTRIC SERVICE	3,299.82					
1	407	01/07/22 WELL 4 GEN INSTALL, REWIRE CNT	3,299.82			50 65000	590	10200
7624	19446S	622 BALDWIN ELECTRIC SERVICE	3,726.16					
1	408	01/17/22 WELL3 GEN INSTALL,MOVE ANALYSI	3,726.16			50 65000	590	10200
Total for Vendor:			7,025.98					
7645	19447S	709 BHI MANAGEMENT CONSULTING	5,525.00					
1	022-03	01/31/22 STRATEGIC PLAN:INPUT PHSE 17HR	1,132.62			20 62000	900	10200
2	022-03	01/31/22 STRATEGIC PLAN:INPUT PHSE 17HR	110.50			30 63000	900	10200
3	022-03	01/31/22 STRATEGIC PLAN:INPUT PHSE 17HR	2,099.50			40 64000	900	10200
4	022-03	01/31/22 STRATEGIC PLAN:INPUT PHSE 17HR	2,071.88			50 65000	900	10200
5	022-03	01/31/22 STRATEGIC PLAN:INPUT PHSE 17HR	110.50			60 66000	900	10200
Total for Vendor:			5,525.00					
7586	19407S	33 BLACK MOUNTAIN SOFTWARE	1,489.00					
BMS PAYROLL SERVICE/SUPPORT, ACH DD 2021/2022								
1	27614	01/05/22 21/22 PAYROLL SERVICE/SUPPORT	305.25			20 62000	334	10200

* ... Over spent expenditure

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Claim/ Line #	Check #	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2	27614	01/05/22 21/22 PAYROLL SERVICE/SUPPORT	29.77			30 63000	334	10200
3	27614	01/05/22 21/22 PAYROLL SERVICE/SUPPORT	565.82			40 64000	334	10200
4	27614	01/05/22 21/22 PAYROLL SERVICE/SUPPORT	558.38			50 65000	334	10200
5	27614	01/05/22 21/22 PAYROLL SERVICE/SUPPORT	29.78			60 66000	334	10200
Total for Vendor:			1,489.00					
7563	19408S	573 BURT INDUSTRIAL SUPPLY	90.77					
CAL OES GRANT								
1	101763	01/04/22 GAL PIPE SCH 40 WELL 3	90.77			50 65000	590	10200
Total for Vendor:			90.77					
7573	19409S	340 C&N TRACTORS	1,822.46					
1	55675P	12/28/21 BLOWR, PRUNR, CH SAW	1,307.36			30 63000	490	10200
2	55675P	12/28/21 CHAINS & BAR OIL	171.70			30 63000	490	10200
3	55675P	12/28/21 CHAINS & BAR OIL	171.70			40 64000	490	10200
4	55675P	12/28/21 CHAINS & BAR OIL	171.70			50 65000	490	10200
Total for Vendor:			1,822.46					
7653	-99378E	416 CALPERS	501.08					
CalPers PERPA Annual Unfunded Accrued Liability Actuarial Valuation for Rate Plan 26019								
1	16662964	01/01/22 CalPers 3100 Retirement	102.72			20 21851		10250
2	16662964	01/01/22 CalPers 3100 Retirement	10.02			30 21851		10250
3	16662964	01/01/22 CalPers 3100 Retirement	190.41			40 21851		10250
4	16662964	01/01/22 CalPers 3100 Retirement	187.91			50 21851		10250
5	16662964	01/01/22 CalPers 3100 Retirement	10.02			60 21851		10250
7654	-99377E	416 CALPERS	7,160.14					
CalPers 1800 Health Coverage month FEBRUARY 2022								
1	16682164	01/29/22 CalPers 1800 Health FEBRUARY	471.69*			20 62000	205	10250
2	16682164	01/29/22 CalPers 1800 Health FEBRUARY	0.00			20 62000	206	10250
3	16682164	01/29/22 CalPers 1800 Health FEBRUARY	117.58			20 21810		10250
4	16682164	01/29/22 CalPers 1800 Health FEBRUARY	96.74			30 63000	205	10250
5	16682164	01/29/22 CalPers 1800 Health FEBRUARY	0.00			30 63000	206	10250
6	16682164	01/29/22 CalPers 1800 Health FEBRUARY	37.60			30 21810		10250
7	16682164	01/29/22 CalPers 1800 Health FEBRUARY	1,761.89			40 64000	205	10250

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
8	16682164	01/29/22 CalPers 1800 Health FEBRUARY	103.50			40 64000	206	10250
9	16682164	01/29/22 CalPers 1800 Health FEBRUARY	718.85			40 21810		10250
10	16682164	01/29/22 CalPers 1800 Health FEBRUARY	2,430.72			50 65000	205	10250
11	16682164	01/29/22 CalPers 1800 Health FEBRUARY	103.50			50 65000	206	10250
12	16682164	01/29/22 CalPers 1800 Health FEBRUARY	1,183.73			50 21810		10250
13	16682164	01/29/22 CalPers 1800 Health FEBRUARY	96.74			60 66000	205	10250
14	16682164	01/29/22 CalPers 1800 Health FEBRUARY	0.00			60 66000	206	10250
15	16682164	01/29/22 CalPers 1800 Health FEBRUARY	37.60			60 21810		10250
7655 -99376E 416 CALPERS			1,609.23					
CalPers 3100 Retirement Classic								
Classic Plan PP 12/13-12/26/21 Check Date 1/2022								
1	16619690	01/14/22 CalPers 3100 Retirement	0.00			20 21850		10250
2	16619690	01/14/22 CalPers 3100 Retirement	60.81			30 21850		10250
3	16619690	01/14/22 CalPers 3100 Retirement	534.12			40 21850		10250
4	16619690	01/14/22 CalPers 3100 Retirement	953.50			50 21850		10250
5	16619690	01/14/22 CalPers 3100 Retirement	60.80			60 21850		10250
7656 -99375E 416 CALPERS			1,387.17					
CalPers 4680 Annual Unfunded Accrued Liability								
Classic Plan 06-30-19 Actuarial Valuation								
1	16662961	01/01/22 CalPers 3100 Retirement	0.00			20 21850		10250
2	16662961	01/01/22 CalPers 3100 Retirement	69.34			30 21850		10250
3	16662961	01/01/22 CalPers 3100 Retirement	624.24			40 21850		10250
4	16662961	01/01/22 CalPers 3100 Retirement	624.24			50 21850		10250
5	16662961	01/01/22 CalPers 3100 Retirement	69.35			60 21850		10250
7657 -99374E 416 CALPERS			1,601.05					
CalPers 3100 Retirement Classic								
Classic Plan PP 12/27-1/09/22 Check Date 1/2022								
1	16638828	01/14/22 CalPers 3100 Retirement	0.00			20 21850		10250
2	16638828	01/14/22 CalPers 3100 Retirement	60.81			30 21850		10250
3	16638828	01/14/22 CalPers 3100 Retirement	529.12			40 21850		10250
4	16638828	01/14/22 CalPers 3100 Retirement	950.32			50 21850		10250
5	16638828	01/14/22 CalPers 3100 Retirement	60.80			60 21850		10250

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7658 -99373E 416 CALPERS CalPers 26019 Retirement/PEPRA PPE 12/13-12/26/2021 Payroll Check Date 12/29/2021			1,894.36					
1	16619726	12/29/21 CalPers 3100 Retirement	547.03			20 21851		10250
2	16619726	12/29/21 CalPers 3100 Retirement	15.54			30 21851		10250
3	16619726	12/29/21 CalPers 3100 Retirement	735.94			40 21851		10250
4	16619726	12/29/21 CalPers 3100 Retirement	577.04			50 21851		10250
5	16619726	12/29/21 CalPers 3100 Retirement	18.81			60 21851		10250
7659 -99372E 416 CALPERS CalPers 26019 Retirement/PEPRA PPE 01/09/22 Payroll Check Date 01/28/22			1,968.54					
1	16638865	01/28/22 CalPers 3100 Retirement	553.67			20 21851		10250
2	16638865	01/28/22 CalPers 3100 Retirement	15.88			30 21851		10250
3	16638865	01/28/22 CalPers 3100 Retirement	740.27			40 21851		10250
4	16638865	01/28/22 CalPers 3100 Retirement	638.22			50 21851		10250
5	16638865	01/28/22 CalPers 3100 Retirement	20.50			60 21851		10250
Total for Vendor:			16,121.57					
7581 19410S 67 CHARTER COMMUNICATIONS Acct# 8245-10-105-0027311 Spectrum Business Internet/Voice Service 1/11/22 - 2/10/22			124.98					
1	011122	01/11/22 Internet/Voice CSD JANUARY	41.66			20 62000	375	10200
2	011122	01/11/22 Internet/Voice CSD JANUARY	41.66			40 64000	375	10200
3	011122	01/11/22 Internet/Voice CSD JANUARY	41.66			50 65000	375	10200
7646 19448S 67 CHARTER COMMUNICATIONS Acct# 8245 10 105 0040553 1765 Bonita Treatment Plant Service from 1/18/2022 ~ 2/17/2022			114.98					
1	0553011822	01/18/22 Internet/Voice WWTP 1/18-2	57.49			40 64000	375	10200
2	0553011822	01/18/22 Internet/Voice WWTP 1/18-2	57.49			50 65000	375	10200
Total for Vendor:			239.96					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7590	19411S	199 CITY OF PASO ROBLES GSI WATER SOLUTIONS INV# 00824.003-2 1/10/22 3.03% OF PR SUB-BASIN 3RD ANNUAL RPT	720.08					
1	SM_2022011	01/11/22 Paso Robles 3RD Annual Rep	720.08			50 65000	324	10200
7614	19449S	199 CITY OF PASO ROBLES SHARE OF 'PR CORRECTIVE ACTION PLAN' TODD GROUNDWATER	219.41					
1	SM20220126	01/26/22 PR CORRECTIVE ACTION PLAN	219.41			50 65000	324	10200
		Total for Vendor:	939.49					
7550	19412S	583 COBLENTZ BIEHLE & CRAMER	300.00					
1	9183 12/30/21	EOY PAYROLL/BENEF RECON,1099	61.50			20 62000	325	10200
2	9183 12/30/21	EOY PAYROLL/BENEF RECON,1099	6.00			30 63000	325	10200
3	9183 12/30/21	EOY PAYROLL/BENEF RECON,1099	114.00			40 64000	325	10200
4	9183 12/30/21	EOY PAYROLL/BENEF RECON,1099	112.50			50 65000	325	10200
5	9183 12/30/21	EOY PAYROLL/BENEF RECON,1099	6.00			60 66000	325	10200
		Total for Vendor:	300.00					
7608	19450S	584 CORE & MAIN LP WATER METER	1,991.14					
1	P982465	01/14/22 1- WATER METER x7	1,991.14*			50 65000	525	10200
		Total for Vendor:	1,991.14					
7607	19451S	429 COUNTY OF SAN LUIS OBISPO - EH ACCT# AR0011381 Matthew Giuffrida	201.40					
1	IN0137536	12/15/21 Cross Connection ~ Report	201.40			50 65000	362	10200
		Total for Vendor:	201.40					
7599	19413S	654 CULLIGAN WATER	14.03					
1	917213 12/31/21	WATER DELIVERY OCTOBER	7.01			40 64000	305	10200
2	917213 12/31/21	WATER DELIVERY OCTOBER	7.02			50 65000	305	10200
		Total for Vendor:	14.03					

* ... Over spent expenditure

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7637	19452S 999999	DEBORAH ROBLES	396.87					
		WATER ARREARAGE 1927 L ST						
27293-10	2 27293-10	01/25/22 WATER ARREARAGE 1927 L ST	396.87			50 20550		10200
		Total for Vendor:	396.87					
7547	19414S 107	FARM SUPPLY	80.73					
		Cust No. 61338						
1	229342 01/04/22	HERBICIDE & NOZZLE	80.73			40 64000	582	10200
		Total for Vendor:	80.73					
7549	19415S 109	FERGUSON ENTERPRISES	1,606.10					
1	9658266 12/27/21	SLT WELL PIPE & FITTINGS	1,606.10			50 65000	353	10200
7555	19415S 109	FERGUSON ENTERPRISES	26.81					
1	9651583 12/20/21	FLANGE	26.81			50 65000	353	10200
		Total for Vendor:	1,632.91					
7602	19416S 112	FGL - ENVIRONMENTAL ANALYTICAL	81.00					
1	184355A 01/11/22	Metals	81.00			40 64000	355	10200
7603	19416S 112	FGL - ENVIRONMENTAL ANALYTICAL	81.00					
1	184351A 01/11/22	Metals	81.00			40 64000	355	10200
7604	19416S 112	FGL - ENVIRONMENTAL ANALYTICAL	95.00					
1	184472A 01/11/22	Metals	95.00			50 65000	358	10200
7605	19416S 112	FGL - ENVIRONMENTAL ANALYTICAL	70.00					
1	184353A 01/11/22	Metals	70.00			50 65000	358	10200
		Total for Vendor:	327.00					
7589	19417S 632	FRONTIER COMMUNICATIONS (216-5)	102.68					
		Acct #805-467-2015-051216-5 Service from 01/1/22 - 1/31/22						
SCADA	1 JAN 2022 01/01/22	Alarm/SCADA	51.34			40 64000	310	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2	JAN 2022 01/01/22	Alarm/SCADA	51.34			50 65000	310	10200
Total for Vendor:			102.68					
7556	19418S 308	FRONTIER COMMUNICATIONS (412-5)	70.64					
Acct #805-467-2818-010412-5 Service from 12/22/21 ~ 1/21/22								
FS/CSD ALARM								
1	12/22/21	FS/CSD Alarm DECEMBER	14.49*			20 62000	310	10200
2	12/22/21	FS/CSD Alarm DECEMBER	1.41			30 63000	310	10200
3	12/22/21	FS/CSD Alarm DECEMBER	26.84			40 64000	310	10200
4	12/22/21	FS/CSD Alarm DECEMBER	26.49			50 65000	310	10200
5	12/22/21	FS/CSD Alarm DECEMBER	1.41			60 66000	310	10200
7606	19453S 308	FRONTIER COMMUNICATIONS (412-5)	70.16					
Acct #805-467-2818-010412-5 Service from 1/22/22 ~ 2/21/22								
FS/CSD ALARM								
1	12/22/21	FS/CSD Alarm JANUARY	14.49*			20 62000	310	10200
2	12/22/21	FS/CSD Alarm JANUARY	1.41			30 63000	310	10200
3	12/22/21	FS/CSD Alarm JANUARY	26.60			40 64000	310	10200
4	12/22/21	FS/CSD Alarm JANUARY	26.25			50 65000	310	10200
5	12/22/21	FS/CSD Alarm JANUARY	1.41			60 66000	310	10200
Total for Vendor:			140.80					
7615	19454S 125	GREAT WESTERN ALARM	32.00					
GW-661 Service Period: 2/1/22 - 2/31/22								
INV 220100545101								
1	2201005451	02/01/22 Alarm Monitoring FEBRUARY	16.00			40 64000	380	10200
2	2201005451	02/01/22 Alarm Monitoring FEBRUARY	16.00			50 65000	380	10200
7616	19454S 125	GREAT WESTERN ALARM	83.16					
A0702 Service Period: 2/01/22 - 2/31/22								
Inv 220102242101								
1	2201022421	02/01/22 Answering Service FEBRUARY	41.58			40 64000	380	10200
2	2201022421	02/01/22 Answering Service FEBRUARY	41.58			50 65000	380	10200
Total for Vendor:			115.16					

02/17/22
15:20:02

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 1/22

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7621	19455S	626 JOHN DEER FINANCIAL	123.84					
1	735256	12/28/21 PTO 27610W MDL#370	61.92			40 64000	352	10200
2	735256	12/28/21 PTO 27610W MDL#370	61.92			50 65000	352	10200
7623	19455S	626 JOHN DEER FINANCIAL	28.38					
1	736586	01/07/22 MOWER JD370 RING	28.38			40 64000	351	10200
		Total for Vendor:	152.22					
7633	19456S	999999 LISA BOYER	116.06					
		WATER ARREARAGE						
		610 TIELO ST						
01705-04								
1	01705-04	01/25/22 WATER ARREARAGE 610 TIELO	116.06			50 20550		10200
		Total for Vendor:	116.06					
7598	19419S	510 LOCAL IT EXPERTS	890.00					
1	342	01/06/22 MONTHLY IT SERVICE -JANUARY	182.46			20 62000	321	10200
2	342	01/06/22 MONTHLY IT SERVICE -JANUARY	17.80			30 63000	321	10200
3	342	01/06/22 MONTHLY IT SERVICE -JANUARY	338.20			40 64000	321	10200
4	342	01/06/22 MONTHLY IT SERVICE -JANUARY	333.74			50 65000	321	10200
5	342	01/06/22 MONTHLY IT SERVICE -JANUARY	17.80			60 66000	321	10200
		Total for Vendor:	890.00					
7636	19457S	999999 MARIA & POLO PINION	27.44					
		WATER ARREARAGE						
		938 L ST						
27414-01								
2	27414-01	01/25/22 WATER ARREARAGE 938 L ST	27.44			50 20550		10200
		Total for Vendor:	27.44					
7558	19420S	710 MEDWORKS MEDICAL CENTER	150.00					
1	6802C13683	11/30/21 VFF PHYSICAL TAYLOR	150.00			20 62000	121	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7596	19420S	710 MEDWORKS MEDICAL CENTER	240.00					
1	966K13683	01/01/22 VFF PHYSICAL NAVARRO	240.00			20 62000	121	10200
		Total for Vendor:	390.00					
7554	19421S	646 MISSION UNIFORM SUPPLY	49.44					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	516107095	12/15/21 Employee Uniforms	1.00			30 63000	495	10200
2	516107095	12/15/21 Employee Uniforms	23.72			40 64000	495	10200
3	516107095	12/15/21 Employee Uniforms	23.72*			50 65000	495	10200
4	516107095	12/15/21 Employee Uniforms	1.00			60 66000	495	10200
7579	19421S	646 MISSION UNIFORM SUPPLY	54.40					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	516276142	01/12/22 Employee Uniforms	1.30			30 63000	495	10200
2	516276142	01/12/22 Employee Uniforms	25.90			40 64000	495	10200
3	516276142	01/12/22 Employee Uniforms	25.90*			50 65000	495	10200
4	516276142	01/12/22 Employee Uniforms	1.30			60 66000	495	10200
7580	19421S	646 MISSION UNIFORM SUPPLY	54.40					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	516318249	01/19/22 Employee Uniforms	1.30			30 63000	495	10200
2	516318249	01/19/22 Employee Uniforms	25.90			40 64000	495	10200
3	516318249	01/19/22 Employee Uniforms	25.90*			50 65000	495	10200
4	516318249	01/19/22 Employee Uniforms	1.30			60 66000	495	10200
7613	19458S	646 MISSION UNIFORM SUPPLY	54.40					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	516361013	01/26/22 Employee Uniforms	1.00			30 63000	495	10200
2	516361013	01/26/22 Employee Uniforms	26.20			40 64000	495	10200
3	516361013	01/26/22 Employee Uniforms	26.20*			50 65000	495	10200
4	516361013	01/26/22 Employee Uniforms	1.00			60 66000	495	10200
		Total for Vendor:	212.64					

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7638	19459S	559 MONSOON VENTURES, INC.	1,885.00					
1	2744 08/08/21	GSA & GSP GENERAL	1,885.00			50 65000	324	10200
		Total for Vendor:	1,885.00					
7588	19422S	553 MOSS, LEVY & HARTZHEIM LLP	1,420.00					
Audit	20-2021							
1	29720 12/31/21	Audit 20-2021 4/4 PAYMENT	291.10			20 62000	323	10200
2	29720 12/31/21	Audit 20-2021 4/4 PAYMENT	28.40			30 63000	323	10200
3	29720 12/31/21	Audit 20-2021 4/4 PAYMENT	539.60			40 64000	323	10200
4	29720 12/31/21	Audit 20-2021 4/4 PAYMENT	532.50			50 65000	323	10200
5	29720 12/31/21	Audit 20-2021 4/4 PAYMENT	28.40			60 66000	323	10200
		Total for Vendor:	1,420.00					
7622	19460S	602 MULLAHEY CHRYSLER DODGE JEEP RAM	90.73					
Truck	#8636							
1	57596 01/18/22	#8636 Service Truck	45.36			40 64000	354	10200
2	57596 01/18/22	#8636 Service Truck	45.37			50 65000	354	10200
		Total for Vendor:	90.73					
7548	19423S	17 N REX AWALT CORPORATION	73.79					
FITTINGS								
1	20216 01/04/22	FITTINGS	73.79			50 65000	353	10200
7564	19423S	17 N REX AWALT CORPORATION	582.00					
WELL 3	GENERATOR MOVE							
1	20236 01/20/22	GENERATOR MOVE WELL3	582.00			50 65000	590	10200
7594	19423S	17 N REX AWALT CORPORATION	27.46					
FITTINGS								
1	20224 01/05/22	FITTINGS SLT WELL	27.46			50 65000	590	10200
		Total for Vendor:	683.25					
7597	19424S	701 NICK'S TELECOM	299.05					
1	6960 01/07/22	BK BASE RADIO, PA SYSTEM	299.05*			20 62000	470	10200
		Total for Vendor:	299.05					

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7585	19425S	636 OFFICE1 Maintenance Contract #CBM6913-02 Samsung/X4250LX	107.19					
Acct No. 013014								
1	AR764106	01/10/22 MAINT/COPY CNTRCT 1/4-2/3/22	21.98			20 62000	334	10200
2	AR764106	01/10/22 MAINT/COPY CNTRCT 1/4-2/3/22	2.14			30 63000	334	10200
3	AR764106	01/10/22 MAINT/COPY CNTRCT 1/4-2/3/22	40.73			40 64000	334	10200
4	AR764106	01/10/22 MAINT/COPY CNTRCT 1/4-2/3/22	40.20			50 65000	334	10200
5	AR764106	01/10/22 MAINT/COPY CNTRCT 1/4-2/3/22	2.14			60 66000	334	10200
Total for Vendor:			107.19					
7568	19426S	208 PG&E #6480-8	1,097.83					
Acct #8565976480-8								
1	01/14/22	12th & K 8565976725	9.02			30 63000	381	10200
2	01/14/22	Tract 2710 - 8562053214	70.86			30 63000	381	10200
3	01/14/22	Tract 2710 - 8564394360	30.73			30 63000	381	10200
4	01/14/22	Tract 2710 - 8560673934	76.79			30 63000	381	10200
5	01/14/22	Mission Heights - 8565976482	165.81			30 63000	381	10200
6	01/14/22	Tract 2605 - 8565976109	35.52			30 63000	381	10200
7	01/14/22	9898 River Rd. - 8565976002	330.74			30 63000	381	10200
8	01/14/22	9898 River Rd. - 8565976004	42.63			30 63000	381	10200
9	01/14/22	9898 River Rd. - 8565976008	201.03			30 63000	381	10200
10	01/14/22	9898 River Rd. - 8565976014	67.71			30 63000	381	10200
11	01/14/22	9898 River Rd. - 8565976481	47.65			30 63000	381	10200
12	01/14/22	9898 River Rd. - 8565976483	19.34			30 63000	381	10200
Total for Vendor:			1,097.83					
7566	19427S	209 PG&E #6851-8	8,965.21					
Acct #3675186851-8								
1	01/18/22	Old Fire Station/1297 L St	24.97			20 62000	381	10200
2	01/18/22	Fire Station/1150 Mission	9.53			20 62000	381	10200
3	01/18/22	Water Works #1/Well 3	1,549.48			50 65000	381	10200
4	01/18/22	Bonita Pl & 16th/Well 4	826.11			50 65000	381	10200
5	01/18/22	N St/WWTF	6,082.87			40 64000	381	10200
6	01/18/22	2HP Booster Station	19.63			50 65000	381	10200
7	01/18/22	Mission Heights Booster	9.53			50 65000	381	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
8	01/18/22	14th St. & K St.	49.76			50 65000	381	10200
9	01/18/22	942 Soka Way lift station	139.97			40 64000	379	10200
10	01/18/22	Missn & 12th Lanscape~St light	134.51			30 63000	381	10200
11	01/18/22	SLT Well	118.85			50 65000	381	10200
Total for Vendor:			8,965.21					
7635	19461S 999999	ROB NINO	926.10					
WATER ARREARAGE 810 RIO MESA CIRCLE								
27492-05								
1	27492-05	01/25/22 WATER ARREARAGE 810 RIO MES	926.10			50 20550		10200
Total for Vendor:			926.10					
7553	19428S 600	RS COMMUNICATIONS CONSULTANTS	4,566.49					
1	SM10522	01/05/22 BASE STATION, MICROPHONE	4,566.49*			20 62000	470	10200
Total for Vendor:			4,566.49					
7617	19462S 233	SAFEGUARD BUSINESS SYSTEMS	1,783.32					
CSD UTILITY STAFF SHIRT, HOODIE, POLO								
1	034844921	01/25/22 CSD UTILITY SHIRT, HOODIE,P	891.66			40 64000	495	10200
2	034844921	01/25/22 CSD UTILITY SHIRT, HOODIE,P	891.66*			50 65000	495	10200
7618	19462S 233	SAFEGUARD BUSINESS SYSTEMS	254.36					
CSD UTILITY STAFF SHIRT, HOODIE, POLO								
1	034844920	01/25/22 CSD UTILITY HATS	127.18			40 64000	495	10200
2	034844920	01/25/22 CSD UTILITY HATS	127.18*			50 65000	495	10200
Total for Vendor:			2,037.68					
7634	19463S 999999	SALVADOR GUTIERREZ	43.36					
WATER ARREARAGE 675 CRISPIN								
27456-03								
2	27456-03	01/25/22 WATER ARREARAGE 675 CRISPIN	43.36			50 20550		10200
Total for Vendor:			43.36					

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Claim/ Line #	Check Invoice #/Inv	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7600	19429S	609 SAN LUIS POWERHOUSE	989.61					
		WWTF REPLACE FUEL LINE, REFILL AND TEST						
1	45909 12/14/21	WWTF GEN FUEL LINE REPLACE	989.61			40 64000	351	10200
		Total for Vendor:	989.61					
7628	19472S	481 SAN MIGUEL COMMUNITY SERVICES	4.49					
		01004-00						
1	01/15/22	1150 Mission Street	2.24			50 65000	384	10200
2	01/15/22	1150 Mission Street	2.25			40 64000	384	10200
7629	19472S	481 SAN MIGUEL COMMUNITY SERVICES	460.71					
		20547-00						
1	01/15/22	1203 Mission St Irrigation Mtr	460.71			30 63000	384	10200
7630	19472S	481 SAN MIGUEL COMMUNITY SERVICES	51.54					
1	01/15/22	942 Soka Way	51.54			40 64000	384	10200
7631	19472S	481 SAN MIGUEL COMMUNITY SERVICES	113.54					
		ACCT# 27476-00						
1	01/15/22	1199 Mission Irrigation Meter	113.54			30 63000	384	10200
		Total for Vendor:	630.28					
7578	19430S	238 SAN MIGUEL GARBAGE	106.10					
		ACCT# 318691						
1	010122 01/01/22	JANUARY 2021	53.05			40 64000	383	10200
2	010122 01/01/22	JANUARY 2021	53.05			50 65000	383	10200
		Total for Vendor:	106.10					
7565	19431S	247 SDRMA	173.38					
		Property/Liability Package Program, Generator addition to policy						
		Add. Insured Cert for Mattress Recycling Council						
1	71346 01/05/22	ADD GENERATOR WELL 3	61.69			50 65000	590	10200
2	71346 01/05/22	ADD GENERATOR WELL 4	61.69			50 65000	590	10200
3	71346 01/05/22	ADD INSRD CERT- MATTRESS RECYC	50.00*			60 66000	328	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7595	4130S	247 SDRMA	718.22					
Employee Dental & Vision Insurance Allocation WS Coverage Month: FEBRUARY 2022								
1	37419	01/10/22 DENTAL FEBRUARY 2022	47.43			20 21811		10250
2	37419	01/10/22 DENTAL FEBRUARY 2022	12.78			30 21811		10250
3	37419	01/10/22 DENTAL FEBRUARY 2022	274.09			40 21811		10250
4	37419	01/10/22 DENTAL FEBRUARY 2022	288.44			50 21811		10250
5	37419	01/10/22 DENTAL FEBRUARY 2022	13.97			60 21811		10250
6	37419	01/10/22 VISION FEBRUARY 2022	6.92			20 21812		10250
7	37419	01/10/22 VISION FEBRUARY 2022	1.74			30 21812		10250
8	37419	01/10/22 VISION FEBRUARY 2022	28.67			40 21812		10250
9	37419	01/10/22 VISION FEBRUARY 2022	42.38			50 21812		10250
10	37419	01/10/22 VISION FEBRUARY 2022	1.80			60 21812		10250
Total for Vendor:			891.60					
7632	19465S	999999 SEAN DOVER	113.53					
Water Arrearage 700 RIVER RD #8								
20521-02								
2	20521-02	01/25/22 WATER ARREARAGE 700 RIVER #8	113.53			50 20550		10200
Total for Vendor:			113.53					
7584	19432S	711 SKYY BLUE CARPET CLEANING	297.00					
1	191	01/15/22 CARPET CLEAN CSD OFFICE	60.89			20 62000	305	10200
2	191	01/15/22 CARPET CLEAN CSD OFFICE	5.94			30 63000	305	10200
3	191	01/15/22 CARPET CLEAN CSD OFFICE	112.85			40 64000	305	10200
4	191	01/15/22 CARPET CLEAN CSD OFFICE	111.38			50 65000	305	10200
5	191	01/15/22 CARPET CLEAN CSD OFFICE	5.94			60 66000	305	10200
Total for Vendor:			297.00					
7620	19466S	589 SOUTH COAST EMERGENCY VEHICLE	1,325.59					
8668 CK ENG LIGHT & CLEAN ERG VALVE								
1	506881	01/26/22 8668 ERG VALVE REPLACE, CODES	1,325.59			20 62000	354	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7639	19466S	589 SOUTH COAST EMERGENCY VEHICLE	1,231.76					
8668	MDC DRAINS BATTERY, REPAIR STEPBOX, AIRFILTER							
1	506899 01/27/22	8668 MDC BATT,STEPBOX FIX,AIRF	1,231.76*			20 62000	347	10200
		Total for Vendor:	2,557.35					
7551	19433S	460 STATE WATER RESOURCES CONTROL	125.00					
		Wastewater Treatment Plant Operator Certification for Dustin Pittman						
1	Pittman 01/05/22	Grade II Cert D Pittman	125.00			50 65000	715	10200
		Total for Vendor:	125.00					
7569	19434S	280 TEMPLETON UNIFORMS	188.19					
1	143227 01/11/22	Pants - YOUNG x3	188.19			20 62000	495	10200
7611	19467S	280 TEMPLETON UNIFORMS	5.00					
1	143513 01/24/22	PATCHES - NAVARRO	5.00			20 62000	495	10200
7612	19467S	280 TEMPLETON UNIFORMS	378.24					
1	143382 01/18/22	SHIRT & PANT - NAVARRO	378.24			20 62000	495	10200
		Total for Vendor:	571.43					
7574	19435S	681 TREVOR PASLAY	150.00					
1	12/29/21	BOOTS	37.50			30 63000	495	10200
2	12/29/21	BOOTS	37.50			40 64000	495	10200
3	12/29/21	BOOTS	37.50*			50 65000	495	10200
4	12/29/21	BOOTS	37.50			60 66000	495	10200
7575	19435S	681 TREVOR PASLAY	155.00					
		WASTEWATER GR II EXAM						
1	01/12/22	WASTEWATER GR II EXAM	155.00			40 64000	715	10200
		Total for Vendor:	305.00					
7609	19468S	391 TROPHY HUNTERS	31.58					
1	25288 01/27/22	Board Name Plate- C LARA	6.48			20 62000	305	10200
2	25288 01/27/22	Board Name Plate- C LARA	0.63			30 63000	305	10200
3	25288 01/27/22	Board Name Plate- C LARA	12.00			40 64000	305	10200
4	25288 01/27/22	Board Name Plate- C LARA	11.84			50 65000	305	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5	25288	01/27/22 Board Name Plate- C LARA	0.63			60 66000	410	10200
		Total for Vendor:	31.58					
7570	19436S	491 ULINE	238.89					
1	143321214	01/04/22 BLUE STACKING BINS	119.45			40 64000	305	10200
2	143321214	01/04/22 BLUE STACKING BINS	119.44			50 65000	305	10200
7571	19436S	491 ULINE	1,399.03					
1	143003592	12/23/21 BLUE STACKING BINS	88.92			40 64000	305	10200
2	143003592	12/23/21 BLUE STACKING BINS	88.92			50 65000	305	10200
3	143003592	12/23/21 BLUE STACKING BINS	305.29			30 63000	305	10200
4	143003592	12/23/21 BLUE STACKING BINS	305.30			40 64000	305	10200
5	143003592	12/23/21 BLUE STACKING BINS	305.30			50 65000	305	10200
6	143003592	12/23/21 BLUE STACKING BINS	305.30			60 66000	305	10200
		Total for Vendor:	1,637.92					
7640	19469S	301 US BANK	746.27					
		RR STATEMENT DATE 1/24/2022						
1	RR JAN2022	01/24/22 ADOBE - MONTHLY KD	3.07			20 62000	385	10200
2	RR JAN2022	01/24/22 ADOBE - MONTHLY KD	0.30			20 62000	385	10200
3	RR JAN2022	01/24/22 ADOBE - MONTHLY KD	5.70			30 63000	385	10200
4	RR JAN2022	01/24/22 ADOBE - MONTHLY KD	5.62			40 64000	385	10200
5	RR JAN2022	01/24/22 ADOBE - MONTHLY KD	0.30			50 65000	385	10200
6	RR JAN2022	01/24/22 CE SOLUTIONS- TRAINING	666.08*			20 62000	386	10200
7	RR JAN2022	01/24/22 CAL COAST SAFETY SUPPLY	65.20			20 62000	455	10200
7641	19469S	301 US BANK	386.74					
		TP STATEMENT DATE 1/24/2022						
10	TP JAN2022	01/24/22 USPS- STAMPS	1.63			20 62000	315	10200
11	TP JAN2022	01/24/22 USPS- STAMPS	0.16			30 63000	315	10200
12	TP JAN2022	01/24/22 USPS- STAMPS	3.02			40 64000	315	10200
13	TP JAN2022	01/24/22 USPS- STAMPS	2.98			50 65000	315	10200
14	TP JAN2022	01/24/22 USPS- STAMPS	0.16			60 66000	315	10200
35	TP JAN2022	01/24/22 ZOOM - BOARD MEETINGS	3.07			20 62000	385	10200
36	TP JAN2022	01/24/22 ZOOM - BOARD MEETINGS	0.30			30 63000	385	10200
37	TP JAN2022	01/24/22 ZOOM - BOARD MEETINGS	5.70			40 64000	385	10200
38	TP JAN2022	01/24/22 ZOOM - BOARD MEETINGS	5.62			50 65000	385	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
39	TP JAN2022	01/24/22 ZOOM - BOARD MEETINGS	0.30			60 66000	385	10200
40	TP JAN2022	01/24/22 ADOBE - MONTHLY TP	3.07			20 62000	385	10200
41	TP JAN2022	01/24/22 ADOBE - MONTHLY TP	0.30			30 63000	385	10200
42	TP JAN2022	01/24/22 ADOBE - MONTHLY TP	5.70			40 64000	385	10200
43	TP JAN2022	01/24/22 ADOBE - MONTHLY TP	5.62			50 65000	385	10200
44	TP JAN2022	01/24/22 ADOBE - MONTHLY TP	0.30			60 66000	385	10200
45	TP JAN2022	01/24/22 RINGCENTRAL JANUARY PHONE	59.02*			20 62000	310	10200
46	TP JAN2022	01/24/22 RINGCENTRAL JANUARY PHONE	5.76			30 63000	310	10200
47	TP JAN2022	01/24/22 RINGCENTRAL JANUARY PHONE	109.42			40 64000	310	10200
48	TP JAN2022	01/24/22 RINGCENTRAL JANUARY PHONE	107.97			50 65000	310	10200
49	TP JAN2022	01/24/22 RINGCENTRAL JANUARY PHONE	5.76			60 66000	310	10200
59	TP JAN2022	01/24/22 ROCKY MOUNT PRINT - 1099 F	1.22			30 63000	320	10200
60	TP JAN2022	01/24/22 ROCKY MOUNT PRINT - 1099 F	23.13			40 64000	320	10200
61	TP JAN2022	01/24/22 ROCKY MOUNT PRINT - 1099 F	22.83			50 65000	320	10200
62	TP JAN2022	01/24/22 ROCKY MOUNT PRINT - 1099 F	1.22			60 66000	320	10200
63	TP JAN2022	01/24/22 ROCKY MOUNT PRINT - 1099 F	12.48			20 62000	320	10200
7642	19469S	301 US BANK	971.85					
TP STATEMENT DATE 1/24/2022								
81	SY JAN2022	01/24/22 RHYTHM DESIGN - JV FOY JAC	56.65			20 62000	455	10200
83	SY JAN2022	01/24/22 BEST WESTERN- SY CLASS	532.00*			20 62000	386	10200
84	SY JAN2022	01/24/22 LEO'S - FUNERAL LUNCH	69.53*			20 62000	355	10200
85	SY JAN2022	01/24/22 AMAZON - FORENSIC SCALE TO	32.16			20 62000	410	10200
86	SY JAN2022	01/24/22 AMAZON - PHONE COVR, BAG,	140.12			20 62000	305	10200
87	SY JAN2022	01/24/22 AMAZON - EVI-PAQ TENT KIT	141.39			20 62000	455	10200
7643	19469S	301 US BANK	1,261.29					
KD STATEMENT DATE 1/24/2022								
84	KD JAN2022	01/24/22 LOWES- STORAGE/ORGANIZER	61.33			40 64000	305	10200
85	KD JAN2022	01/24/22 LOWES- STORAGE/ORGANIZER	61.34			50 65000	305	10200
86	KD JAN2022	01/24/22 LOWES- TOOL ORGANIZERS	112.27			40 64000	582	10200
87	KD JAN2022	01/24/22 TRACTOR SUPPLY - WEED KILL	413.23			40 64000	582	10200
88	KD JAN2022	01/24/22 TAKKENS - BOOTS KD	7.50			30 63000	495	10200
89	KD JAN2022	01/24/22 TAKKENS - BOOTS KD	67.50			40 64000	495	10200
90	KD JAN2022	01/24/22 TAKKENS - BOOTS KD	67.50*			50 65000	495	10200
91	KD JAN2022	01/24/22 TAKKENS - BOOTS KD	7.50			60 66000	495	10200
92	KD JAN2022	01/24/22 LOWES- CFT	48.92			40 64000	490	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
93	KD JAN2022	01/24/22 LOWES- CFT	48.93			50 65000	490	10200
94	KD JAN2022	01/24/22 AIRGAS - OXY/ACETYLNE	38.05			40 64000	490	10200
95	KD JAN2022	01/24/22 AIRGAS - OXY/ACETYLNE	38.05			50 65000	490	10200
97	KD JAN2022	01/24/22 N COUNTY CARE - TP	1.60*			30 63000	121	10200
98	KD JAN2022	01/24/22 N COUNTY CARE - TP	12.80			40 64000	121	10200
99	KD JAN2022	01/24/22 N COUNTY CARE - TP	64.00			50 65000	121	10200
100	KD JAN2022	01/24/22 N COUNTY CARE - TP	1.60*			60 66000	121	10200
101	KD JAN2022	01/24/22 LOWES- CAT 6 RISER	35.14			50 65000	590	10200
102	KD JAN2022	01/24/22 TRACTOR SUPPLY - SPRAYER 2	87.02			40 64000	490	10200
103	KD JAN2022	01/24/22 TRACTOR SUPPLY - SPRAYER 2	87.01			50 65000	490	10200
Total for Vendor:			3,366.15					
7591 19438S 327 VALLI INFORMATION SYSTEMS			696.68					
Web Posting Service and Postage for DECEMBER Billing								
1	29001	01/04/22 Web Posting, Postage DECEMBER	191.36			40 64000	374	10200
2	29001	01/04/22 Web Posting, Postage DECEMBER	191.37			50 65000	374	10200
3	29001	01/04/22 Printing DECEMBER	105.60			40 64000	374	10200
4	29001	01/04/22 Printing DECEMBER	105.60			50 65000	374	10200
5	29001	01/04/22 OTC/Online Monthly Maintenance	0.00			40 64000	334	10200
6	29001	01/04/22 OTC/Online Monthly Maintenance	0.00			50 65000	334	10200
8	29001	01/04/22 Printed insert BOARD VACANCY	20.91			20 62000	395	10200
9	29001	01/04/22 Printed insert BOARD VACANCY	2.04			30 63000	395	10200
10	29001	01/04/22 Printed insert BOARD VACANCY	38.76			40 64000	395	10200
11	29001	01/04/22 Printed insert BOARD VACANCY	38.25			50 65000	395	10200
12	29001	01/04/22 Printed insert BOARD VACANCY	2.04			60 66000	395	10200
13	29001	01/04/22 IVR SERVICE FEE DECEMBER	0.38			40 64000	374	10200
14	29001	01/04/22 IVR SERVICE FEE DECEMBER	0.37			50 65000	374	10200
7592 19438S 327 VALLI INFORMATION SYSTEMS			95.10					
MONTHLY MAINTENANCE for DECEMBER								
5	80056	12/31/21 OTC/Online Monthly Maintenance	37.50			40 64000	334	10200
6	80056	12/31/21 OTC/Online Monthly Maintenance	37.50			50 65000	334	10200
13	80056	12/31/21 IVR SERVICE FEE DECEMBER	10.05			40 64000	374	10200
14	80056	12/31/21 IVR SERVICE FEE DECEMBER	10.05			50 65000	374	10200
Total for Vendor:			791.78					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7582	19439S	511 VERIZON	90.12					
	Laptop	805-423-7591,805-591-9233,805-591-9352						
	Laptop	805-369-9703						
12/09/21 ~ 1/08/22								
1	9896822709	01/08/22 TABLETS JANUARY	37.04*			20 62000	310	10200
2	9896822709	01/08/22 TABLETS JANUARY	26.54			40 64000	310	10200
3	9896822709	01/08/22 TABLETS JANUARY	26.54			50 65000	310	10200
		Total for Vendor:	90.12					
7567	19440S	310 VIBORG SAND & GRAVEL, INC.	105.02					
1	44028	01/19/22 FLOAT ROCK-SLT GENERATOR SITE	105.02			50 65000	590	10200
		Total for Vendor:	105.02					
7572	-99380E	612 WEX BANK	1,013.54					
FUEL BILL CLOSING DATE: 01/07/22								
1	76615312	12/07/21 Fuel 8600 DECEMBER	241.00			20 62000	485	10200
2	76615312	12/07/21 Fuel 8601 DECEMBER	332.17			20 62000	485	10200
3	76615312	12/07/21 Fuel 8630 DECEMBER	55.70			20 62000	485	10200
4	76615312	12/07/21 FUEL OES	0.00			20 62000	307	10200
5	76615312	12/07/21 Fuel U8632 DECEMBER	37.96			40 64000	485	10200
8	76615312	12/07/21 Fuel U8632 DECEMBER	37.96			50 65000	485	10200
9	76615312	12/07/21 Fuel U8634 DECEMBER	17.60			40 64000	485	10200
10	76615312	12/07/21 Fuel U8634 DECEMBER	17.60			50 65000	485	10200
11	76615312	12/07/21 Fuel U8636 DECEMBER	140.26			50 65000	485	10200
12	76615312	12/07/21 Fuel U8636 DECEMBER	140.25			40 64000	485	10200
13	76615312	12/07/21 REBATE ADJUSTMENT	-4.29			20 62000	485	10200
14	76615312	12/07/21 REBATE ADJUSTMENT	-1.34			40 64000	485	10200
15	76615312	12/07/21 REBATE ADJUSTMENT	-1.33			50 65000	485	10200
		Total for Vendor:	1,013.54					
7644	19470S	473 WHITE BRENNER LLP	19,688.25					
1	44332	JAN 01/11/22 Stinebeck Legal- TRIAL NOV	10,044.35			50 65000	332	10200
2	11/15/21	Water Legal- DISTRICT ENGINEER	0.00			50 65000	327	10200
3	11/15/21	Water Legal- GSA MEETING	0.00			50 65000	327	10200
4	11/15/21	WHITE OAK LEGAL	0.00			50 65000	327	10200
5	44334	JAN 01/11/22 HR legal- EMPLOYMENT AGREEM	1,562.40*			20 62000	333	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6	44331 JAN 01/11/22	LEGAL - DAVIS/RECALL	37.06			20 62000	327	10200
7	44331 JAN 01/11/22	LEGAL - DAVIS/RECALL	3.61			30 63000	327	10200
8	44331 JAN 01/11/22	LEGAL - DAVIS/RECALL	68.70			40 64000	327	10200
9	44331 JAN 01/11/22	LEGAL - DAVIS/RECALL	67.80			50 65000	327	10200
10	44331 JAN 01/11/22	LEGAL - DAVIS/RECALL	3.61			60 66000	327	10200
11	11/15/21	FIRE LEGAL	0.00			20 62000	327	10200
12	44333 JAN 01/22/22	SEWER - SOLAR, CONST CONTRA	294.00			40 64000	327	10200
13	44331 JAN 01/22/22	General Legal - ADMIN	134.32			20 62000	327	10200
14	44331 JAN 01/22/22	General Legal - ADMIN	13.10			30 63000	327	10200
15	44331 JAN 01/22/22	General Legal - ADMIN	248.98			40 64000	327	10200
16	44331 JAN 01/22/22	General Legal - ADMIN	245.70			50 65000	327	10200
17	44331 JAN 01/22/22	General Legal - ADMIN	13.10			60 66000	327	10200
18	44331 JAN 01/22/22	General Legal - BOARD MEETI	694.62			20 62000	327	10200
19	44331 JAN 01/22/22	General Legal - BOARD MEETI	67.77			30 63000	327	10200
20	44331 JAN 01/22/22	General Legal - BOARD MEETI	1,287.59			40 64000	327	10200
21	44331 JAN 01/22/22	General Legal - BOARD MEETI	1,270.65			50 65000	327	10200
22	44331 JAN 01/22/22	General Legal - BOARD MEETI	67.77			60 66000	327	10200
23	44335 JAN 01/11/22	General Legal - O DAVIS	424.80			20 62000	327	10200
24	44335 JAN 01/11/22	General Legal - O DAVIS	41.44			30 63000	327	10200
25	44335 JAN 01/11/22	General Legal - O DAVIS	787.36			40 64000	327	10200
26	44335 JAN 01/11/22	General Legal - O DAVIS	777.00			50 65000	327	10200
27	44335 JAN 01/11/22	General Legal - O DAVIS	41.44			60 66000	327	10200
28	44331 JAN 01/11/22	General Legal - BOARD	180.58			20 62000	327	10200
29	44331 JAN 01/11/22	General Legal - BOARD	17.62			30 63000	327	10200
30	44331 JAN 01/11/22	General Legal - BOARD	334.74			40 64000	327	10200
31	44331 JAN 01/11/22	General Legal - BOARD	330.34			50 65000	327	10200
32	44331 JAN 01/11/22	General Legal - BOARD	17.62			60 66000	327	10200
33	44331 JAN 01/11/22	General Legal - AS BM VACC	71.81			20 62000	327	10200
34	44331 JAN 01/11/22	General Legal - AS BM VACC	7.00			30 63000	327	10200
35	44331 JAN 01/11/22	General Legal - AS BM VACC	133.11			40 64000	327	10200
36	44331 JAN 01/11/22	General Legal - AS BM VACC	131.36			50 65000	327	10200
37	44331 JAN 01/11/22	General Legal - AS BM VACC	7.00			60 66000	327	10200
38	44331 JAN 01/11/22	General Legal - ADMIN ACCT	53.28			20 62000	327	10200
39	44331 JAN 01/11/22	General Legal - ADMIN ACCT	5.20			30 63000	327	10200
40	44331 JAN 01/11/22	General Legal - ADMIN ACCT	98.76			40 64000	327	10200
41	44331 JAN 01/11/22	General Legal - ADMIN ACCT	97.46			50 65000	327	10200
42	44331 JAN 01/11/22	General Legal - ADMIN ACCT	5.20			60 66000	327	10200
Total for Vendor:			19,688.25					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7610	19471S	674 WILBER CONSTRUCTION	4,715.90					
1	50975	01/28/22 ASPHALT FOR CALOES GENERATORS	4,715.90			50 65000	590	10200
		Total for Vendor:	4,715.90					
7559	19442S	318 WILDHORSE PROPANE	357.90					
1	U0068763	12/29/21 CSD PROPANE	119.30*			30 63000	382	10200
2	U0068763	12/29/21 CSD PROPANE	119.30			40 64000	382	10200
3	U0068763	12/29/21 CSD PROPANE	119.30			50 65000	382	10200
7560	19442S	318 WILDHORSE PROPANE	933.03					
1	U0068755	12/29/21 WELL4- CALOES GENERATOR	933.03			50 65000	590	10200
		Total for Vendor:	1,290.93					
7601	19443S	322 YOUNG, SCOTT	305.00					
1	01/10/22	F INVEST. CLASS PER DIEM	305.00*			20 62000	386	10200
		Total for Vendor:	305.00					
		# of Claims	105	Total:				104,124.78
		Total Electronic Claims						17,135.11
		Total Non-Electronic Claims						86989.67

Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$16,844.46
10250 Pac Premier - Payroll	\$1,847.04
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$4,174.28
10250 Pac Premier - Payroll	\$381.26
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$19,107.73
10250 Pac Premier - Payroll	\$6,241.10
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$46,344.87
10250 Pac Premier - Payroll	\$7,980.00
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$813.65
10250 Pac Premier - Payroll	\$390.39
Total:	\$104,124.78

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40370	Johnson Restitution - Unrealized Earnings	0.00	6,027.04	0.00	-6,027.04	** %
40410	Mutual Aid Fires ~ OES	33,905.30	72,427.02	0.00	-72,427.02	** %
40420	Ambulance Reimbursement	0.00	2,546.77	4,400.00	1,853.23	58 %
40500	VFA Assistance Grant	0.00	0.00	20,000.00	20,000.00	0 %
40505	CFF California Fire Foundation	0.00	0.00	15,000.00	15,000.00	0 %
	Account Group Total:	33,905.30	81,000.83	39,400.00	-41,600.83	206 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	135,462.11	222,135.24	425,798.00	203,662.76	52 %
	Account Group Total:	135,462.11	222,135.24	425,798.00	203,662.76	52 %
46000	Revenues & Interest					
46000	Revenues & Interest	18.51	123.46	0.00	-123.46	** %
46009	Grants - Other	0.00	138.00	0.00	-138.00	** %
46150	Miscellaneous Income	0.00	9.88	9,750.00	9,740.12	0 %
46151	Refund/Adjustments	0.00	199.52	0.00	-199.52	** %
46153	Plan Check Fees and Inspections	0.00	1,536.45	5,500.00	3,963.55	28 %
	Account Group Total:	18.51	2,007.31	15,250.00	13,242.69	13 %
	Fund Total:	169,385.92	305,143.38	480,448.00	175,304.62	64 %
30 STREET LIGHTING DEPARTMENT						
40000						
40370	Johnson Restitution - Unrealized Earnings	0.00	-717.28	-717.28	0.00	100 %
	Account Group Total:	0.00	-717.28	-717.28	0.00	100 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	42,254.45	63,408.96	135,740.00	72,331.04	47 %
	Account Group Total:	42,254.45	63,408.96	135,740.00	72,331.04	47 %
46000	Revenues & Interest					
46000	Revenues & Interest	161.83	2,296.02	2,134.19	-161.83	108 %
46009	Grants - Other	0.00	12.00	12.00	0.00	100 %
46100	Realized Earnings	-1,237.85	-4,372.55	0.00	4,372.55	** %
46150	Miscellaneous Income	0.00	0.42	0.42	0.00	100 %
46151	Refund/Adjustments	0.00	11.48	11.48	0.00	100 %
46155	Will Serve Processing Fees	0.00	50.00	50.00	0.00	100 %
	Account Group Total:	-1,076.02	-2,002.63	2,208.09	4,210.72	-91 %
	Fund Total:	41,178.43	60,689.05	137,230.81	76,541.76	44 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
40000						
40370	Johnson Restitution - Unrealized Earnings	0.00	8,068.59	8,068.59	0.00	100 %
40850	Wastewater Hook-up Fees	0.00	13,033.00	13,033.00	0.00	100 %
40900	Wastewater Sales	93,154.50	663,619.99	1,001,618.00	337,998.01	66 %
40901	Riverzone Surcharge	1,531.80	1,531.80	0.00	-1,531.80	** %
40910	Wastewater Late Charges	1,243.91	4,394.72	3,150.81	-1,243.91	139 %
	Account Group Total:	95,930.21	690,648.10	1,025,870.40	335,222.30	67 %
43000 Property Taxes Collected						
43000	Property Taxes Collected	30,823.91	127,665.43	96,841.52	-30,823.91	132 %
	Account Group Total:	30,823.91	127,665.43	96,841.52	-30,823.91	132 %
46000 Revenues & Interest						
46000	Revenues & Interest	29.91	333.25	513.34	180.09	65 %
46008	DWR Grants	0.00	23,114.00	180,000.00	156,886.00	13 %
46009	Grants - Other	0.00	210.00	0.00	-210.00	** %
46150	Miscellaneous Income	1,634.13	6,956.39	5,322.26	-1,634.13	131 %
46151	Refund/Adjustments	0.00	168.36	168.36	0.00	100 %
46155	Will Serve Processing Fees	200.00	750.00	550.00	-200.00	136 %
	Account Group Total:	1,864.04	31,532.00	186,553.96	155,021.96	17 %
	Fund Total:	128,618.16	849,845.53	1,309,265.88	459,420.35	65 %
50 WATER DEPARTMENT						
40000						
40370	Johnson Restitution - Unrealized Earnings	0.00	7,886.31	7,886.31	0.00	100 %
	Account Group Total:	0.00	7,886.31	7,886.31	0.00	100 %
41000 Water Sales						
41000	Water Sales	47,436.92	579,435.15	920,172.00	340,736.85	63 %
41001	Water Connection Fees	0.00	13,255.00	13,255.00	0.00	100 %
41005	Water Late Charges	901.94	3,807.46	1,368.03	-2,439.43	278 %
41010	Water Meter Fees	0.00	450.00	450.00	0.00	100 %
	Account Group Total:	48,338.86	596,947.61	935,245.03	338,297.42	64 %
46000 Revenues & Interest						
46000	Revenues & Interest	11.49	129.86	346.37	216.51	37 %
46007	State/Federal Grants	0.00	4,290.17	4,290.17	0.00	100 %
46009	Grants - Other	0.00	228.00	0.00	-228.00	** %
46115	CALOES Resiliency Grant	0.00	0.00	230,000.00	230,000.00	0 %
46150	Miscellaneous Income	914.12	2,374.68	1,460.56	-914.12	163 %
46151	Refund/Adjustments	0.00	165.01	165.01	0.00	100 %
46155	Will Serve Processing Fees	200.00	800.00	3,000.00	2,200.00	27 %
	Account Group Total:	1,125.61	7,987.72	239,262.11	231,274.39	3 %
	Fund Total:	49,464.47	612,821.64	1,182,393.45	569,571.81	52 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
60 SOLID WASTE DEPARTMENT						
40000						
40370	Johnson Restitution - Unrealized Earnings	0.00	729.11	729.11	0.00	100 %
	Account Group Total:	0.00	729.11	729.11	0.00	100 %
46000	Revenues & Interest					
46000	Revenues & Interest	2.47	35.16	32.69	-2.47	108 %
46005	Franchise Fees	7,020.67	24,309.56	36,900.00	12,590.44	66 %
46009	Grants - Other	0.00	12.00	0.00	-12.00	** %
46150	Miscellaneous Income	148.50	148.92	0.42	-148.50	*** %
46151	Refund/Adjustments	0.00	7.24	7.24	0.00	100 %
46155	Will Serve Processing Fees	0.00	50.00	50.00	0.00	100 %
	Account Group Total:	7,171.64	24,562.88	36,990.35	12,427.47	66 %
	Fund Total:	7,171.64	25,291.99	37,719.46	12,427.47	67 %
	Grand Total:	395,818.62	1,853,791.59	3,147,057.60	1,293,266.01	59 %

Fund	Received			Revenue To Be Received	% Received
	Current Month	Received YTD	Estimated Revenue		
20 FIRE PROTECTION DEPARTMENT	169,385.92	305,143.38	480,448.00	175,304.62	64 %
30 STREET LIGHTING DEPARTMENT	41,178.43	60,689.05	137,230.81	76,541.76	44 %
40 WASTEWATER DEPARTMENT	128,618.16	849,845.53	1,309,265.88	459,420.35	65 %
50 WATER DEPARTMENT	49,464.47	612,821.64	1,182,393.45	569,571.81	52 %
60 SOLID WASTE DEPARTMENT	7,171.64	25,291.99	37,719.46	12,427.47	67 %
Grand Total:	395,818.62	1,853,791.59	3,147,057.60	1,293,266.01	59 %

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	7,688.27	82,886.87	160,000.00	170,000.00	87,113.13	49 %
	111 BOD Stipend	0.00	1,210.00	1,380.00	1,380.00	170.00	88 %
	113 OES Payroll Tax FICA	-3,519.66	0.00	0.00	0.00	0.00	0 %
	115 Payroll Expenses	527.62	2,768.28	2,000.00	2,000.00	-768.28	138 %
	116 OES Payroll Expense	-219.23	0.00	0.00	0.00	0.00	0 %
	117 OES Duty Coverage	-4,368.00	0.00	0.00	0.00	0.00	0 %
	118 OES Payroll Tax SUI	-1,020.90	0.00	0.00	0.00	0.00	0 %
	120 Workers' Compensation	0.00	8,938.52	8,000.00	8,000.00	-938.52	112 %
	121 Physicals	390.00	885.00	1,000.00	1,000.00	115.00	89 %
	125 Volunteer Firefighter Stipends	2,903.70	16,886.20	45,000.00	45,000.00	28,113.80	38 %
	126 OES Strike Team Payroll	-45,413.43	0.00	0.00	0.00	0.00	0 %
	135 Payroll Tax - FICA	-38.82	1,386.19	3,100.00	3,100.00	1,713.81	45 %
	140 Payroll Tax - Medicare	150.63	1,222.40	2,800.00	2,800.00	1,577.60	44 %
	155 Payroll Tax - SUI	544.21	1,098.03	3,918.00	3,918.00	2,819.97	28 %
	205 Insurance - Health	941.16	5,407.39	4,000.00	4,000.00	-1,407.39	135 %
	210 Insurance - Dental	56.74	434.13	686.00	686.00	251.87	63 %
	215 Insurance - Vision	9.24	72.54	250.00	250.00	177.46	29 %
	225 Retirement - PERS Expense	634.31	4,404.33	5,500.00	5,500.00	1,095.67	80 %
	305 Operations & Maintenance	207.49	1,058.19	6,000.00	6,000.00	4,941.81	18 %
	310 Phone & Fax Expense	125.04	2,339.68	475.00	475.00	-1,864.68	493 %
	315 Postage, Shipping & Freight	1.63	63.96	300.00	300.00	236.04	21 %
	319 Legal: P.R.A.s - Professional Svcs	0.00	272.64	0.00	0.00	-272.64	*** %
	320 Printing & Reproduction	12.48	133.31	600.00	600.00	466.69	22 %
	321 IT Services - Professional Svcs	182.46	1,299.42	0.00	3,000.00	1,700.58	43 %
	323 Auditor - Professional Svcs	291.10	2,341.10	4,100.00	4,100.00	1,758.90	57 %
	325 Accounting - Professional Svcs	61.50	1,736.94	2,000.00	2,000.00	263.06	87 %
	326 Engineering - Professional Svcs	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	327 Legal: General - Professional Svcs	1,596.47	6,109.77	11,000.00	11,000.00	4,890.23	56 %
	328 Insurance - Prop & Liability	0.00	13,944.34	24,000.00	24,000.00	10,055.66	58 %
	330 Contract Labor	0.00	0.00	1,250.00	1,250.00	1,250.00	0 %
	333 Legal: HR - Professional Svcs	1,562.40	2,659.88	0.00	0.00	-2,659.88	*** %
	334 Maintenance Agreements	327.23	2,252.82	10,000.00	10,000.00	7,747.18	23 %
	335 Meals	0.00	0.00	600.00	600.00	600.00	0 %
	340 Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	345 Mileage Expense Reimbursement	0.00	6.86	500.00	500.00	493.14	1 %
	347 OES Vehicle Repair & Maint	1,231.76	1,231.76	0.00	0.00	-1,231.76	*** %
	348 Safety Equipment and Supplies	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	350 Repairs & Maint - Computers	0.00	236.08	4,500.00	4,500.00	4,263.92	5 %
	351 Repairs & Maint - Equip	0.00	1,565.64	7,500.00	7,500.00	5,934.36	21 %
	352 Repairs & Maint - Structures	0.00	1,004.61	6,000.00	6,000.00	4,995.39	17 %
	354 Repairs & Maint - Vehicles	1,325.59	3,802.52	13,000.00	13,000.00	9,197.48	29 %
	355 Testing & Supplies (WWTP)	69.53	69.53	0.00	0.00	-69.53	*** %
	370 Dispatch Services (Fire)	0.00	10,874.00	10,000.00	10,000.00	-874.00	109 %
	375 Internet Expenses	41.66	568.57	1,134.00	1,134.00	565.43	50 %
	376 Web Page - Upgrade/Maint	0.00	492.00	552.00	552.00	60.00	89 %
	380 Utilities - Alarm Service	0.00	0.00	120.00	120.00	120.00	0 %
	381 Utilities - Electric	34.50	3,240.63	4,500.00	4,500.00	1,259.37	72 %
	382 Utilities - Propane	0.00	69.66	500.00	500.00	430.34	14 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
	385 Dues and Subscriptions	9.51	3,891.74	10,000.00	10,000.00	6,108.26	39 %
	386 Education and Training	1,503.08	6,260.88	4,000.00	6,000.00	-260.88	104 %
	393 Advertising and Public Notices	0.00	120.00	500.00	500.00	380.00	24 %
	394 LAFCO Allocations	0.00	1,210.52	2,250.00	2,250.00	1,039.48	54 %
	395 Community Outreach	20.91	172.32	1,500.00	1,500.00	1,327.68	11 %
	405 Software	0.00	2,127.04	4,000.00	4,000.00	1,872.96	53 %
	410 Office Supplies	92.13	490.87	2,000.00	2,000.00	1,509.13	25 %
	450 EMS Supplies	300.58	964.64	7,500.00	7,500.00	6,535.36	13 %
	455 Fire Safety Gear & Equipment	263.24	1,060.87	3,500.00	3,500.00	2,439.13	30 %
	456 VFF Assistance Grant	0.00	1,740.54	40,000.00	20,000.00	18,259.46	9 %
	457 CFF Grant - California Fire Grant	0.00	1,907.89	15,000.00	15,000.00	13,092.11	13 %
	460 8668 - Build Out	0.00	-1,468.17	0.00	0.00	1,468.17	*** %
	465 Cell phones, Radios and Pagers	0.00	681.29	1,200.00	1,200.00	518.71	57 %
	470 Communication Equipment	4,865.54	5,717.54	5,000.00	5,000.00	-717.54	114 %
	475 Computer Supplies & Upgrades	0.00	558.11	4,000.00	4,000.00	3,441.89	14 %
	485 Fuel Expense	624.58	4,309.16	5,000.00	5,000.00	690.84	86 %
	490 Small Tools & Equipment	0.00	1,039.59	2,500.00	2,500.00	1,460.41	42 %
	495 Uniform Expense	571.43	3,339.28	3,000.00	4,000.00	660.72	83 %
	500 Capital Outlay	0.00	-5,917.31	0.00	0.00	5,917.31	*** %
	503 Weed Abatement Costs	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	505 Fire Training Grounds	0.00	1,402.07	2,500.00	2,500.00	1,097.93	56 %
	510 Fire Station Addition	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	511 Fire- Temp Housing Unit	0.00	2,913.59	0.00	0.00	-2,913.59	*** %
	710 County Hazmat Dues	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
	715 Licenses, Permits and Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	900 District Strategic Plan	1,132.62	1,932.12	0.00	4,000.00	2,067.88	48 %
	940 Bank Service Charges	0.00	7.18	0.00	0.00	-7.18	*** %
	960 Property Tax Expense	0.00	210.64	220.00	220.00	9.36	96 %
	Account Total:	-24,279.70	221,646.19	479,935.00	479,935.00	258,288.81	46 %
	Account Group Total:	-24,279.70	221,646.19	479,935.00	479,935.00	258,288.81	46 %
	Fund Total:	-24,279.70	221,646.19	479,935.00	479,935.00	258,288.81	46 %

30 STREET LIGHTING DEPARTMENT

63000 Lighting
63000 Lighting

	105 Salaries and Wages	542.96	6,749.53	15,500.00	15,500.00	8,750.47	44 %
	111 BOD Stipend	0.00	110.00	240.00	240.00	130.00	46 %
	115 Payroll Expenses	13.19	81.22	250.00	250.00	168.78	32 %
	120 Workers' Compensation	0.00	370.32	500.00	370.32	0.00	100 %
	121 Physicals	1.60	1.60	0.00	0.00	-1.60	*** %
	135 Payroll Tax - FICA	0.00	37.96	300.00	300.00	262.04	13 %
	140 Payroll Tax - Medicare	8.32	97.45	300.00	300.00	202.55	32 %
	155 Payroll Tax - SUI	27.95	38.72	150.00	150.00	111.28	26 %
	205 Insurance - Health	162.78	1,504.96	2,000.00	2,736.00	1,231.04	55 %
	210 Insurance - Dental	4.11	44.77	200.00	200.00	155.23	22 %
	215 Insurance - Vision	0.66	7.78	100.00	100.00	92.22	8 %
	225 Retirement - PERS Expense	55.06	724.40	2,500.00	2,500.00	1,775.60	29 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
	305 Operations & Maintenance	311.86	376.18	2,000.00	2,000.00	1,623.82	19 %
	310 Phone & Fax Expense	8.58	152.64	50.00	250.00	97.36	61 %
	315 Postage, Shipping & Freight	0.16	5.62	100.00	100.00	94.38	6 %
	319 Legal: P.R.A.s - Professional Svcs	0.00	25.04	0.00	50.00	24.96	50 %
	320 Printing & Reproduction	1.22	2.39	500.00	500.00	497.61	0 %
	321 IT Services - Professional Svcs	17.80	124.60	0.00	500.00	375.40	25 %
	323 Auditor - Professional Svcs	28.40	228.40	400.00	400.00	171.60	57 %
	325 Accounting - Professional Svcs	6.00	167.75	240.00	400.00	232.25	42 %
	326 Engineering - Professional Svcs	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	327 Legal: General - Professional Svcs	155.74	433.45	1,800.00	1,800.00	1,366.55	24 %
	328 Insurance - Prop & Liability	0.00	925.06	1,125.00	925.06	0.00	100 %
	330 Contract Labor	0.00	0.00	10,000.00	5,000.00	5,000.00	0 %
	331 Legal: SMEA - Professional Svcs	0.00	0.00	500.00	500.00	500.00	0 %
	333 Legal: HR - Professional Svcs	0.00	183.50	0.00	400.00	216.50	46 %
	334 Maintenance Agreements	31.91	201.71	700.00	700.00	498.29	29 %
	335 Meals	0.00	0.00	150.00	150.00	150.00	0 %
	340 Meetings and Conferences	0.00	0.00	350.00	350.00	350.00	0 %
	345 Mileage Expense Reimbursement	0.00	3.63	150.00	150.00	146.37	2 %
	348 Safety Equipment and Supplies	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	350 Repairs & Maint - Computers	0.00	5.34	150.00	150.00	144.66	4 %
	351 Repairs & Maint - Equip	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	352 Repairs & Maint - Structures	0.00	0.00	500.00	500.00	500.00	0 %
	353 Repairs & Maint - Infrastructure	0.00	4,484.29	10,000.00	12,500.00	8,015.71	36 %
	354 Repairs & Maint - Vehicles	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	375 Internet Expenses	0.00	0.00	200.00	200.00	200.00	0 %
	376 Web Page - Upgrade/Maint	0.00	48.00	100.00	48.00	0.00	100 %
	380 Utilities - Alarm Service	0.00	0.00	200.00	200.00	200.00	0 %
	381 Utilities - Electric	1,232.34	8,473.08	20,000.00	20,000.00	11,526.92	42 %
	382 Utilities - Propane	119.30	126.10	50.00	50.00	-76.10	252 %
	383 Utilities - Trash	0.00	0.00	200.00	200.00	200.00	0 %
	384 Utilities - Water/Sewer	574.25	6,354.12	15,000.00	15,000.00	8,645.88	42 %
	385 Dues and Subscriptions	6.30	198.67	200.00	300.00	101.33	66 %
	386 Education and Training	0.00	216.56	4,000.00	2,000.00	1,783.44	11 %
	393 Advertising and Public Notices	0.00	11.71	1,000.00	1,000.00	988.29	1 %
	394 LAFCO Allocations	0.00	1,210.52	1,600.00	1,210.52	0.00	100 %
	395 Community Outreach	2.04	3.09	0.00	50.00	46.91	6 %
	410 Office Supplies	4.38	24.30	500.00	500.00	475.70	5 %
	465 Cell phones, Radios and Pagers	0.00	36.34	200.00	200.00	163.66	18 %
	475 Computer Supplies & Upgrades	0.00	31.67	1,000.00	1,000.00	968.33	3 %
	485 Fuel Expense	0.00	3.00	200.00	200.00	197.00	2 %
	490 Small Tools & Equipment	1,512.30	1,512.30	5,000.00	5,000.00	3,487.70	30 %
	495 Uniform Expense	49.60	76.25	200.00	200.00	123.75	38 %
	581 WWTP Expansion	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	582 WWTP Plant Maintenance	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	715 Licenses, Permits and Fees	0.00	0.00	100.00	100.00	100.00	0 %
	900 District Strategic Plan	110.50	188.50	0.00	700.00	511.50	27 %
	940 Bank Service Charges	0.00	0.70	0.00	15.00	14.30	5 %
	Account Total:	4,989.31	35,603.22	132,505.00	130,144.90	94,541.68	27 %
	Account Group Total:	4,989.31	35,603.22	132,505.00	130,144.90	94,541.68	27 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Fund Total:		4,989.31	35,603.22	132,505.00	130,144.90	94,541.68	27 %
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
	105 Salaries and Wages	8,055.71	109,859.58	289,546.00	289,546.00	179,686.42	38 %
	109 Stand-by Hours	0.00	3,014.50	7,500.00	7,500.00	4,485.50	40 %
	111 BOD Stipend	0.00	1,980.00	4,600.00	4,600.00	2,620.00	43 %
	115 Payroll Expenses	253.89	1,546.40	3,400.00	3,400.00	1,853.60	45 %
	120 Workers' Compensation	0.00	8,455.52	10,000.00	8,455.52	0.00	100 %
	121 Physicals	12.80	87.80	150.00	150.00	62.20	59 %
	135 Payroll Tax - FICA	0.00	647.09	4,000.00	4,000.00	3,352.91	16 %
	140 Payroll Tax - Medicare	108.39	1,630.56	4,000.00	4,000.00	2,369.44	41 %
	155 Payroll Tax - SUI	422.91	607.14	2,200.00	2,200.00	1,592.86	28 %
	205 Insurance - Health	2,598.90	24,598.54	35,000.00	43,500.00	18,901.46	57 %
	206 Insurance - CalPers Health Retiree	103.50	754.20	2,000.00	2,000.00	1,245.80	38 %
	210 Insurance - Dental	64.52	767.74	2,100.00	2,100.00	1,332.26	37 %
	215 Insurance - Vision	10.54	129.00	350.00	350.00	221.00	37 %
	225 Retirement - PERS Expense	662.83	9,229.67	22,000.00	22,000.00	12,770.33	42 %
	305 Operations & Maintenance	706.86	2,811.17	8,000.00	8,000.00	5,188.83	35 %
	310 Phone & Fax Expense	240.74	2,225.89	1,100.00	5,600.00	3,374.11	40 %
	315 Postage, Shipping & Freight	3.02	332.39	3,500.00	1,000.00	667.61	33 %
	319 Legal: P.R.A.s - Professional Svcs	0.00	454.38	0.00	900.00	445.62	50 %
	320 Printing & Reproduction	23.13	142.81	2,500.00	1,000.00	857.19	14 %
	321 IT Services - Professional Svcs	338.20	2,340.70	0.00	5,016.00	2,675.30	47 %
	323 Auditor - Professional Svcs	539.60	4,339.60	7,600.00	7,600.00	3,260.40	57 %
	325 Accounting - Professional Svcs	114.00	3,166.25	4,600.00	5,100.00	1,933.75	62 %
	326 Engineering - Professional Svcs	0.00	217.50	18,000.00	18,000.00	17,782.50	1 %
	327 Legal: General - Professional Svcs	3,253.24	10,864.59	30,400.00	30,400.00	19,535.41	36 %
	328 Insurance - Prop & Liability	0.00	12,841.72	15,000.00	12,841.72	0.00	100 %
	329 New Hire Screening	0.00	22.50	100.00	100.00	77.50	23 %
	330 Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	331 Legal: SMEA - Professional Svcs	0.00	0.00	4,800.00	2,000.00	2,000.00	0 %
	333 Legal: HR - Professional Svcs	0.00	1,738.08	0.00	3,000.00	1,261.92	58 %
	334 Maintenance Agreements	644.05	4,257.27	10,500.00	10,500.00	6,242.73	41 %
	335 Meals	0.00	0.00	100.00	100.00	100.00	0 %
	340 Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	345 Mileage Expense Reimbursement	0.00	44.92	1,000.00	1,000.00	955.08	4 %
	348 Safety Equipment and Supplies	99.20	99.20	2,000.00	2,000.00	1,900.80	5 %
	349 Repairs & Maint - Mission Gardens	0.00	4,034.68	10,000.00	10,000.00	5,965.32	40 %
	350 Repairs & Maint - Computers	0.00	97.46	1,600.00	1,600.00	1,502.54	6 %
	351 Repairs & Maint - Equip	1,017.99	1,923.03	10,000.00	8,500.00	6,576.97	23 %
	352 Repairs & Maint - Structures	61.92	132.43	1,500.00	1,500.00	1,367.57	9 %
	353 Repairs & Maint - Infrastructure	0.00	742.91	10,000.00	10,000.00	9,257.09	7 %
	354 Repairs & Maint - Vehicles	45.36	1,982.80	3,000.00	3,500.00	1,517.20	57 %
	355 Testing & Supplies (WWTP)	162.00	3,349.00	12,000.00	12,000.00	8,651.00	28 %
	374 CSD Utilities - Billing Services	307.39	1,778.19	0.00	3,500.00	1,721.81	51 %
	375 Internet Expenses	99.15	1,234.47	2,500.00	2,500.00	1,265.53	49 %
	376 Web Page - Upgrade/Maint	0.00	912.00	1,000.00	912.00	0.00	100 %
	379 Utilities - Electric Mission Gardens	139.97	785.56	2,000.00	2,000.00	1,214.44	39 %
	380 Utilities - Alarm Service	57.58	454.78	650.00	800.00	345.22	57 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
381	Utilities - Electric	6,082.87	46,207.03	80,000.00	80,000.00	33,792.97	58 %
382	Utilities - Propane	119.30	248.43	1,000.00	1,000.00	751.57	25 %
383	Utilities - Trash	53.05	366.05	800.00	800.00	433.95	46 %
384	Utilities - Water/Sewer	53.79	437.85	1,000.00	1,000.00	562.15	44 %
385	Dues and Subscriptions	17.02	3,671.41	4,000.00	4,500.00	828.59	82 %
386	Education and Training	0.00	622.10	1,000.00	2,500.00	1,877.90	25 %
393	Advertising and Public Notices	0.00	241.44	2,000.00	1,000.00	758.56	24 %
394	LAFCO Allocations	0.00	1,210.52	1,600.00	1,210.54	0.02	100 %
395	Community Outreach	38.76	58.71	1,200.00	1,200.00	1,141.29	5 %
396	Utilities - SoCal Gas	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
410	Office Supplies	110.07	900.95	2,000.00	2,000.00	1,099.05	45 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
465	Cell phones, Radios and Pagers	0.00	702.37	1,600.00	1,600.00	897.63	44 %
475	Computer Supplies & Upgrades	0.00	812.54	2,000.00	2,000.00	1,187.46	41 %
485	Fuel Expense	194.47	3,172.01	5,000.00	6,000.00	2,827.99	53 %
490	Small Tools & Equipment	485.91	1,475.27	5,739.00	5,739.00	4,263.73	26 %
495	Uniform Expense	1,225.56	1,927.51	2,000.00	2,000.00	72.49	96 %
500	Capital Outlay	0.00	0.00	0.00	16,971.60	16,971.60	0 %
560	Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
570	Repairs, Maint. & Video Sewer Lines	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
581	WWTP Expansion	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
582	WWTP Plant Maintenance	606.23	8,229.60	32,000.00	32,000.00	23,770.40	26 %
583	WWTP Drying Pond Maintenance	0.00	14,821.30	20,000.00	20,000.00	5,178.70	74 %
587	WWTF Final Design/Construction	0.00	47,568.08	128,589.00	128,589.00	81,020.92	37 %
705	Waste Discharge Fees/Permits	0.00	27,109.00	25,000.00	77,109.00	50,000.00	35 %
715	Licenses, Permits and Fees	155.00	3,415.70	2,000.00	4,000.00	584.30	85 %
805	Refundable Water/Sewer/Hydrant	0.00	1.80	0.00	25.00	23.20	7 %
900	District Strategic Plan	2,099.50	3,581.50	0.00	13,300.00	9,718.50	27 %
940	Bank Service Charges	0.00	13.30	0.00	25.00	11.70	53 %
950	WWTF Exp MBR	0.00	0.00	0.00	248,093.76	248,093.76	0 %
951	WWTF Exp Headworks Equipment	0.00	0.00	0.00	250,231.00	250,231.00	0 %
960	Property Tax Expense	0.00	127.84	250.00	127.84	0.00	100 %
970	WWTF Long Term Maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
971	Loan Principal Payment	0.00	0.00	110,000.00	110,000.00	110,000.00	0 %
972	Loan Interest Payment	0.00	0.00	110,000.00	110,000.00	110,000.00	0 %
	Account Total:	31,388.92	393,556.33	1,248,574.00	1,847,292.98	1,453,736.65	21 %
	Account Group Total:	31,388.92	393,556.33	1,248,574.00	1,847,292.98	1,453,736.65	21 %
	Fund Total:	31,388.92	393,556.33	1,248,574.00	1,847,292.98	1,453,736.65	21 %

50 WATER DEPARTMENT

65000 Water

65000 Water

105	Salaries and Wages	10,055.58	140,068.86	263,120.00	263,120.00	123,051.14	53 %
109	Stand-by Hours	0.00	3,014.50	7,500.00	7,500.00	4,485.50	40 %
111	BOD Stipend	0.00	2,090.00	4,600.00	4,600.00	2,510.00	45 %
115	Payroll Expenses	250.88	1,526.41	3,400.00	3,400.00	1,873.59	45 %
120	Workers' Compensation	0.00	8,503.67	10,000.00	8,503.67	0.00	100 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
121	Physicals	64.00	139.00	150.00	150.00	11.00	93 %
135	Payroll Tax - FICA	0.00	820.60	4,000.00	4,000.00	3,179.40	21 %
140	Payroll Tax - Medicare	136.47	2,063.31	4,000.00	4,000.00	1,936.69	52 %
155	Payroll Tax - SUI	542.81	778.24	2,200.00	2,200.00	1,421.76	35 %
205	Insurance - Health	3,404.98	31,709.24	40,000.00	48,500.00	16,790.76	65 %
206	Insurance - CalPers Health Retiree	103.50	754.20	2,000.00	2,000.00	1,245.80	38 %
210	Insurance - Dental	74.49	1,004.73	2,100.00	2,100.00	1,095.27	48 %
215	Insurance - Vision	12.19	172.37	350.00	350.00	177.63	49 %
225	Retirement - PERS Expense	952.56	13,365.83	33,000.00	33,000.00	19,634.17	41 %
305	Operations & Maintenance	705.24	2,927.03	8,000.00	8,000.00	5,072.97	37 %
310	Phone & Fax Expense	238.59	2,208.01	1,100.00	5,600.00	3,391.99	39 %
315	Postage, Shipping & Freight	2.98	329.90	3,500.00	1,000.00	670.10	33 %
319	Legal: P.R.A.s - Professional Svcs	0.00	474.80	0.00	900.00	425.20	53 %
320	Printing & Reproduction	22.83	143.71	2,500.00	1,000.00	856.29	14 %
321	IT Services - Professional Svcs	333.74	2,340.67	0.00	5,016.00	2,675.33	47 %
323	Auditor - Professional Svcs	532.50	4,282.50	7,500.00	7,500.00	3,217.50	57 %
324	GSA-GSP - Professional Svcs	2,824.49	7,780.82	15,000.00	15,000.00	7,219.18	52 %
325	Accounting - Professional Svcs	112.50	3,148.81	4,600.00	5,100.00	1,951.19	62 %
326	Engineering - Professional Svcs	0.00	217.50	30,000.00	30,000.00	29,782.50	1 %
327	Legal: General - Professional Svcs	2,920.31	17,024.95	30,000.00	30,000.00	12,975.05	57 %
328	Insurance - Prop & Liability	0.00	20,979.91	20,000.00	22,000.00	1,020.09	95 %
329	New Hire Screening	0.00	22.50	100.00	100.00	77.50	23 %
330	Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Legal: SMEA - Professional Svcs	0.00	0.00	4,800.00	2,000.00	2,000.00	0 %
332	Legal: Steinbeck & Water -	10,044.35	22,217.85	70,000.00	60,000.00	37,782.15	37 %
333	Legal: HR - Professional Svcs	0.00	1,853.95	0.00	3,000.00	1,146.05	62 %
334	Maintenance Agreements	636.08	4,207.06	9,600.00	9,600.00	5,392.94	44 %
335	Meals	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
345	Mileage Expense Reimbursement	0.00	137.77	1,000.00	1,000.00	862.23	14 %
348	Safety Equipment and Supplies	99.20	99.20	1,500.00	1,500.00	1,400.80	7 %
350	Repairs & Maint - Computers	0.00	100.79	1,600.00	1,600.00	1,499.21	6 %
351	Repairs & Maint - Equip	0.00	1,295.74	4,000.00	4,000.00	2,704.26	32 %
352	Repairs & Maint - Structures	61.92	97.75	2,000.00	2,000.00	1,902.25	5 %
353	Repairs & Maint - Infrastructure	1,706.70	10,682.80	50,000.00	50,000.00	39,317.20	21 %
354	Repairs & Maint - Vehicles	45.37	1,462.23	3,000.00	3,000.00	1,537.77	49 %
356	Testing & Supplies - Well #3 (Water)	0.00	1,448.41	3,500.00	3,500.00	2,051.59	41 %
357	Testing & Supplies - Well #4 (Water)	0.00	1,165.39	3,500.00	3,500.00	2,334.61	33 %
358	Testing & Supplies - SLT Well (Water)	165.00	2,745.54	6,000.00	6,000.00	3,254.46	46 %
359	Testing & Supplies - Other	0.00	1,704.00	6,000.00	6,000.00	4,296.00	28 %
362	Cross-Connection Control Svcs.	201.40	548.40	1,000.00	1,000.00	451.60	55 %
374	CSD Utilities - Billing Services	307.39	1,777.91	0.00	3,500.00	1,722.09	51 %
375	Internet Expenses	99.15	1,084.50	2,500.00	2,500.00	1,415.50	43 %
376	Web Page - Upgrade/Maint	0.00	900.00	1,000.00	900.00	0.00	100 %
380	Utilities - Alarm Service	57.58	454.78	650.00	800.00	345.22	57 %
381	Utilities - Electric	2,573.36	26,892.24	45,452.00	45,452.00	18,559.76	59 %
382	Utilities - Propane	119.30	246.73	750.00	750.00	503.27	33 %
383	Utilities - Trash	53.05	366.05	800.00	800.00	433.95	46 %
384	Utilities - Water/Sewer	2.24	74.08	500.00	500.00	425.92	15 %
385	Dues and Subscriptions	11.54	3,277.77	4,000.00	4,500.00	1,222.23	73 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
386	Education and Training	0.00	535.29	1,000.00	2,500.00	1,964.71	21 %
393	Advertising and Public Notices	0.00	238.51	2,000.00	1,000.00	761.49	24 %
394	LAFCO Allocations	0.00	1,210.52	1,600.00	1,210.52	0.00	100 %
395	Community Outreach	38.25	332.99	1,200.00	1,200.00	867.01	28 %
396	Utilities - SoCal Gas	0.00	0.00	1,000.00	3,000.00	3,000.00	0 %
410	Office Supplies	108.98	654.08	2,000.00	2,000.00	1,345.92	33 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
465	Cell phones, Radios and Pagers	0.00	861.31	1,500.00	1,500.00	638.69	57 %
475	Computer Supplies & Upgrades	0.00	1,330.25	0.00	2,500.00	1,169.75	53 %
481	Chemicals- Well #3	0.00	1,335.48	4,000.00	4,000.00	2,664.52	33 %
482	Chemicals- Well #4	0.00	1,601.16	4,000.00	4,000.00	2,398.84	40 %
483	Chemicals- SLT Well	0.00	501.80	2,000.00	2,000.00	1,498.20	25 %
485	Fuel Expense	194.49	3,170.28	4,000.00	6,000.00	2,829.72	53 %
490	Small Tools & Equipment	485.91	1,419.21	6,000.00	6,000.00	4,580.79	24 %
495	Uniform Expense	1,225.56	1,993.55	1,800.00	1,800.00	-193.55	111 %
500	Capital Outlay	0.00	23,853.00	0.00	23,853.00	0.00	100 %
517	Water Projects Well 4	0.00	12,114.04	0.00	12,114.04	0.00	100 %
520	Water Main Valves Replacement	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
525	Water Meter Replacement	1,991.14	21,157.31	20,000.00	20,000.00	-1,157.31	106 %
526	Development Meters	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
535	Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
582	WWTP Plant Maintenance	0.00	554.48	10,000.00	8,000.00	7,445.52	7 %
587	WWTF Final Design/Construction	0.00	10.44	0.00	500.00	489.56	2 %
590	CALOES Resiliency Grant	14,539.49	151,641.94	230,000.00	230,000.00	78,358.06	66 %
605	USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
715	Licenses, Permits and Fees	125.00	6,255.64	6,500.00	6,500.00	244.36	96 %
805	Refundable Water/Sewer/Hydrant	0.00	1.80	0.00	25.00	23.20	7 %
900	District Strategic Plan	2,071.88	3,534.38	0.00	13,300.00	9,765.62	27 %
930	Interest Fees	0.00	2,523.70	60,000.00	60,000.00	57,476.30	4 %
940	Bank Service Charges	0.00	17.22	0.00	25.00	7.78	69 %
	Account Total:	60,254.97	589,581.39	1,153,172.00	1,217,769.23	628,187.84	48 %
	Account Group Total:	60,254.97	589,581.39	1,153,172.00	1,217,769.23	628,187.84	48 %
	Fund Total:	60,254.97	589,581.39	1,153,172.00	1,217,769.23	628,187.84	48 %
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
66000 SOLID WASTE							
105	Salaries and Wages	514.12	7,077.98	13,810.00	13,810.00	6,732.02	51 %
111	BOD Stipend	0.00	110.00	240.00	240.00	130.00	46 %
115	Payroll Expenses	13.20	81.24	250.00	250.00	168.76	32 %
120	Workers' Compensation	0.00	370.32	500.00	370.32	0.00	100 %
121	Physicals	1.60	1.60	0.00	0.00	-1.60	*** %
135	Payroll Tax - FICA	0.00	40.31	250.00	250.00	209.69	16 %
140	Payroll Tax - Medicare	6.92	101.66	250.00	250.00	148.34	41 %
155	Payroll Tax - SUI	23.03	34.49	200.00	200.00	165.51	17 %
205	Insurance - Health	153.36	1,535.75	2,000.00	2,736.00	1,200.25	56 %
210	Insurance - Dental	3.44	46.43	200.00	200.00	153.57	23 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
	215 Insurance - Vision	0.57	7.41	200.00	200.00	192.59	4 %
	225 Retirement - PERS Expense	53.02	744.75	2,000.00	2,000.00	1,255.25	37 %
	305 Operations & Maintenance	311.24	369.10	2,000.00	2,000.00	1,630.90	18 %
	310 Phone & Fax Expense	8.58	152.57	100.00	300.00	147.43	51 %
	315 Postage, Shipping & Freight	0.16	17.14	100.00	100.00	82.86	17 %
	319 Legal: P.R.A.s - Professional Svcs	0.00	25.04	0.00	150.00	124.96	17 %
	320 Printing & Reproduction	1.22	3.46	500.00	250.00	246.54	1 %
	321 IT Services - Professional Svcs	17.80	124.60	0.00	500.00	375.40	25 %
	323 Auditor - Professional Svcs	28.40	470.80	400.00	700.00	229.20	67 %
	325 Accounting - Professional Svcs	6.00	-74.65	250.00	250.00	324.65	-30 %
	327 Legal: General - Professional Svcs	155.74	519.25	1,600.00	1,600.00	1,080.75	32 %
	328 Insurance - Prop & Liability	50.00	744.32	1,000.00	694.32	-50.00	107 %
	330 Contract Labor	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	331 Legal: SMEA - Professional Svcs	0.00	0.00	500.00	100.00	100.00	0 %
	333 Legal: HR - Professional Svcs	0.00	97.69	0.00	400.00	302.31	24 %
	334 Maintenance Agreements	31.92	187.76	400.00	400.00	212.24	47 %
	335 Meals	0.00	0.00	200.00	200.00	200.00	0 %
	340 Meetings and Conferences	0.00	0.00	200.00	200.00	200.00	0 %
	345 Mileage Expense Reimbursement	0.00	3.91	100.00	100.00	96.09	4 %
	348 Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0 %
	350 Repairs & Maint - Computers	0.00	18.68	150.00	150.00	131.32	12 %
	351 Repairs & Maint - Equip	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	352 Repairs & Maint - Structures	0.00	0.00	100.00	100.00	100.00	0 %
	353 Repairs & Maint - Infrastructure	0.00	1,290.92	1,000.00	2,000.00	709.08	65 %
	354 Repairs & Maint - Vehicles	0.00	0.00	200.00	200.00	200.00	0 %
	375 Internet Expenses	0.00	0.00	200.00	200.00	200.00	0 %
	376 Web Page - Upgrade/Maint	0.00	48.00	0.00	48.00	0.00	100 %
	382 Utilities - Propane	0.00	6.80	100.00	100.00	93.20	7 %
	383 Utilities - Trash	0.00	0.00	200.00	200.00	200.00	0 %
	384 Utilities - Water/Sewer	0.00	0.00	500.00	500.00	500.00	0 %
	385 Dues and Subscriptions	0.60	182.80	150.00	350.00	167.20	52 %
	386 Education and Training	0.00	261.73	500.00	500.00	238.27	52 %
	393 Advertising and Public Notices	0.00	11.71	500.00	500.00	488.29	2 %
	394 LAFCO Allocations	0.00	1,210.52	1,600.00	1,210.52	0.00	100 %
	395 Community Outreach	2.04	94.96	750.00	750.00	655.04	13 %
	410 Office Supplies	5.01	25.58	150.00	150.00	124.42	17 %
	465 Cell phones, Radios and Pagers	0.00	39.97	150.00	150.00	110.03	27 %
	475 Computer Supplies & Upgrades	0.00	31.67	0.00	500.00	468.33	6 %
	485 Fuel Expense	0.00	3.00	200.00	200.00	197.00	2 %
	490 Small Tools & Equipment	33.24	33.24	500.00	500.00	466.76	7 %
	495 Uniform Expense	49.60	76.20	200.00	200.00	123.80	38 %
	650 SB1383 Compliance	0.00	0.00	0.00	10,000.00	10,000.00	0 %
	900 District Strategic Plan	110.50	188.50	0.00	700.00	511.50	27 %
	940 Bank Service Charges	0.00	0.70	0.00	15.00	14.30	5 %
	Account Total:	1,581.31	16,317.91	36,900.00	50,174.16	33,856.25	33 %
	Account Group Total:	1,581.31	16,317.91	36,900.00	50,174.16	33,856.25	33 %
	Fund Total:	1,581.31	16,317.91	36,900.00	50,174.16	33,856.25	33 %

Grand Total: 73,934.81 1,256,705.04 3,051,086.00 3,725,316.27 2,468,611.23 34 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 1/22

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Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 Operating Cash - Premier	332,859.04	88,446.52	4.29	3,962.32	103,178.49	314,169.04
10250 Pac Premier - Payroll	16,519.39	3,962.32	11,330.22	527.62	14,264.79	17,019.52
10340 Pac Premier Operational Reserve	183,210.22	135,470.05	0.00	0.00	0.00	318,680.27
10350 Pac Premier- Capital Reserve	359,200.69	10.57	72,427.02	0.00	0.00	431,638.28
Total Fund	891,789.34	227,889.46	83,761.53	4,489.94	117,443.28	1,081,507.11
30 STREET LIGHTING DEPARTMENT						
10200 Operating Cash - Premier	85,241.47	42,254.45	0.00	0.00	5,523.66	121,972.26
10250 Pac Premier - Payroll	5,536.66	0.00	1,105.38	13.19	1,086.36	5,542.49
10340 Pac Premier Operational Reserve	150,247.62	3.80	0.00	0.00	0.00	150,251.42
10350 Pac Premier- Capital Reserve	249,627.71	6.11	0.00	0.00	0.00	249,633.82
10460 Cantella & Co. Investment Acct.	158,948.54	151.92	0.00	1,237.85	0.00	157,862.61
Total Fund	649,602.00	42,416.28	1,105.38	1,251.04	6,610.02	685,262.60
40 WASTEWATER DEPARTMENT						
10200 Operating Cash - Premier	1,038,561.84	128,052.26	1,138.35	103.69	58,318.08	1,109,330.68
10250 Pac Premier - Payroll	32,472.36	0.00	21,002.31	253.89	16,403.01	36,817.77
10260 Pac Western Bank --Long Term	200,069.10	0.00	0.00	0.00	0.00	200,069.10
10340 Pac Premier Operational Reserve	280,340.74	7.10	0.00	0.00	0.00	280,347.84
10350 Pac Premier- Capital Reserve	930,979.06	22.81	13,144.00	0.00	0.00	944,145.87
Total Fund	2,482,423.10	128,082.17	35,284.66	357.58	74,721.09	2,570,711.26
50 WATER DEPARTMENT						
10150 Cash in SLO County	77,412.40	0.00	0.00	0.00	0.00	77,412.40
10200 Operating Cash - Premier	91,821.26	74,956.75	344.89	51.54	91,516.91	75,554.45
10250 Pac Premier - Payroll	10,370.57	0.00	20,725.97	250.88	20,728.36	10,117.30
10340 Pac Premier Operational Reserve	155,297.62	3.93	0.00	0.00	0.00	155,301.55
10350 Pac Premier- Capital Reserve	285,390.88	6.99	13,144.00	0.00	0.00	298,541.87
10400 HOB - USDA Reserve	66,971.76	0.57	0.00	0.00	0.00	66,972.33
Total Fund	687,264.49	74,968.24	34,214.86	302.42	112,245.27	683,899.90
60 SOLID WASTE DEPARTMENT						
10200 Operating Cash - Premier	34,314.39	7,169.17	0.00	0.00	2,163.03	39,320.53
10250 Pac Premier - Payroll	5,903.08	0.00	1,105.38	13.20	1,048.11	5,947.15
10340 Pac Premier Operational Reserve	72,270.38	1.83	0.00	0.00	0.00	72,272.21
10350 Pac Premier- Capital Reserve	26,087.04	0.64	0.00	0.00	0.00	26,087.68
Total Fund	138,574.89	7,171.64	1,105.38	13.20	3,211.14	143,627.57
71 PAYROLL CLEARING FUND						
10250 Pac Premier - Payroll	0.00	1,433.50	45,189.25	35,556.49	0.00	11,066.26
73 CLAIMS CLEARING FUND						
10200 Operating Cash - Premier	128,177.80	0.00	105,228.36	1,013.54	0.00	232,392.62
10250 Pac Premier - Payroll	718.22	0.00	16,839.79	16,121.57	0.00	1,436.44
Total Fund	128,896.02	0.00	122,068.15	17,135.11	0.00	233,829.06
Totals	4,978,549.84	481,961.29	322,729.21	59,105.78	314,230.80	5,409,903.76

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


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

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SAN MIGUEL CSD Investment Portfolio Report - MONTHLY

1/31/2022

SECURITY	PRICE	COUPON	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	MARKET VALUE AS OF REPORT	PORTFOLIO % BY INVESTMENT
Fidelity Govt MMKT	N/A								\$ 12,364.16	
Morgan Stanley Bank NA	\$ 100.00	3.05%	\$ 75,000.00	3.05%	\$ 2,287.50	2/14/2024	32992	2/14/2019	\$ 78,081.75	54%
Comenity Cap. Bank	\$ 100.00	2.75%	\$ 65,000.00	2.75%	\$ 1,787.50	4/15/2024	57570	4/15/2019	\$ 67,416.70	46%
Total & Average:			\$ 140,000.00	2.90%	\$ 4,075.00				\$ 157,862.61	

SMCSD BMS Accounts: 30-46000, 30-46100



SECURITIES & ADVISORY SERVICES
OFFERED THROUGH CANTELLA & CO., INC.
MEMBER FINRA/SIPC

Disclosure Page

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Current performance may be lower or higher than the performance data quoted. For performance data current to the most recent month-end call or write for more information.

Account statements are provided directly from National Financial Services and should be reviewed for accuracy. As always, for more complete account information please contact your representative at 281-582-6500 or Cantella & Co., home office representative for an official statement.

Please carefully consider the fund's investment objective, risks, charges and expenses applicable to a continued investment in the fund before investing. For this and other information, call or write to for a free prospectus, or view one online. Read it carefully before you invest or send money.

Bonds contain interest rate risk (as interest rates rise bond prices usually fall); the risk of issuer default; and inflation risk. The municipal market is volatile and can be significantly affected by adverse tax, legislative, or political changes and the financial condition of the issuers of municipal securities. Interest rate increases can cause the price of a debt security to decrease.

Variable insurance products, including variable annuities are offered by prospectus only. The prospectus contains information about the product's features, risks, charges and expenses, and the investment objectives, risks and policies or the underlying portfolios, as well as other information about the underlying funding choices. Read the prospectus and consider this information carefully

Securities offered through Cantella & Co., Inc. Member FINRA/SIPC

SMCSD STATEMENTS OF INFORMATION:

As of this report date the District is in compliance with the SMCSD Investment Policy.

As of this report date the District has the ability to meet it's expenditure requirements through: July 31, 2022

Rob Roberson

Robert Roberson, Interim General Manager SMCSD

Michelle Hido

Michelle Hido, Financial Officer SMCSD

San Miguel Community Services District
Regular Board Meeting
Staff Report

February 24th, 2022

AGENDA ITEMS: XI - 2

SUBJECT: Review and approve release Request for Proposal (RFP) for Auditing Services for the next three fiscal years.

RECOMMENDATION:

Authorize release of the Request for Proposal (RFP), requesting competitive proposals for District financial auditing services

The District has recently completed the FY 2020-21 financial audit for the District. This concludes the contract with Moss, Levy, and Hartzman for auditing services.

At this time, it is requested that the Board review the proposed RFP for auditing services and authorize the General Manager to release an RFP for auditing services for the next three audit years. (FY2021-22, FY2022-23, FY2023-24)

This RFP will be posted, at a minimum, at local plan rooms, the District website, CSDA website, and sent directly to firms within the parameters of the proposed RFP.

Staff has prepared a schedule for this competitive bid process as follows:

1. RFP would be released by March 1, 2022
2. Competitive bids from qualified firms will be due by April 1st at 12:00pm
3. General Manager will review all the proposals for compliance with the RFP and tabulate a master list of all proposals.
4. The top 3 bids will be presented to the Board at the May 26th Regular Board Meeting for interviews and final selection.
5. On or around June 1st the selected Firm will be issued a notice of award and directed to submit final contracts to the District before issuing a "Notice to Proceed".

PREPARED BY:

Rob Roberson

Rob Roberson

Interim General Manager

Attachment: Proposed RFP for Financial Audit Services



San Miguel Community Services District

Request for Proposal for Audit Services

REQUEST FOR PROPOSAL

San Miguel Community Service District (hereinafter called "the District") is requesting audit service proposals from qualified certified public accounting firms to perform annual audits and issue opinions on the District's financial statements for a three-year period for years ending June 30, 2022, 2023, and 2024.

DESCRIPTION OF THE DISTRICT:

The District, founded in 2000, provides fire protection, lighting, solid waste collection, water and wastewater services to approximately 2,600 community residents. The District's Board of Directors consists of five members elected by the public served by the District. The District's structure consists of a General Manager and a support staff of approximately 8 employees and 20 paid-call firefighters.

The District accounts for its operations as an enterprise fund on the accrual basis. Additional funds with minimal activity account for capital replacement, expansion and debt service. The District has other governmental funds as well.

A customized computer system is used with subsidiary programs in billing, payroll, accounts payable, accounts receivable, permitting, inventory, cash receipts, fixed assets, investments, and capital projects.

Other than the usual payments for wholesale water, sewer processing, and debt service, few disbursements exceed the normal scope of review.

Information regarding the District and a copy of the District's most recent financial statement is located on the District's website, www.sanmiguelcsd.org. The District does not prepare a CAFR and there is no desire to do so in the near future. It is the proposing firm's responsibility to obtain an understanding of the District's accounting system, the scope of the audit, and the work to be performed in order to successfully complete the audit, prior to submitting their proposal and bid.



San Miguel Community Services District

Request for Proposal for Audit Services

SCOPE OF THE AUDIT:

The audits are to be performed in accordance with generally accepted auditing standards. The auditors will evaluate the adequacy of the internal control system and, where weaknesses are noted, make appropriate recommendations for improvements. A management letter will be submitted by the auditing firm if material weaknesses are noted or if otherwise deemed appropriate.

The auditor will be required to make an immediate written report of all irregularities, fraud and illegal acts, of which they become aware, to the Board President and General Manager.

The audit will cover the general-purpose financial statements and supporting documentation and schedules. The auditor will assist the District in providing more meaningful and concise financial statements by seeking improved methods of reporting.

The auditing firm shall provide ten copies of the auditor's report, financial statements, supporting schedules, and management letters. The partner in charge of the audit shall be available to attend at least one Board Meeting at which the audit report will be discussed.

The auditing firm shall submit a draft of the financial statements no later than Friday, November 4th, 2022, by 12:00 p.m. for the fiscal year 2021-22 audit and October 1st for subsequent years. In this regard, the District shall provide a year-end adjusted trial balance with support schedules not later than September 1st of each year. Records for appropriate testing will be made available immediately after June 30 of each year.

The firm shall make available its working papers and respond to all reasonable inquiries of successor auditors and others to review working papers of the District, upon the District's written consent. The auditing firm will retain all working papers, at the firm's expense, for a minimum of five years, or longer, if required by generally accepted auditing standards.



San Miguel Community Services District
Request for Proposal for Audit Services

PROPOSAL REQUIREMENTS:

Three (3) copies of a proposal must be received
no later than 12:00 p.m. Friday, April 1st, 2022.
 Proposals must be in a sealed envelope addressed to:

Robert Roberson, Interim General Manager
 San Miguel Community Services District
 Po Box 180/ 1150 Mission Street
 San Miguel, California 93451
DO NOT OPEN SEALED BID ENCLOSED

The following information is required by the deadline for the firm to be considered:

A COPY OF THE PROPOSAL TO INCLUDE:

1. Transmittal letter

A signed letter of transmittal briefly stating the proposer's understanding of the work to be done, the commitment to perform the work within the required time period, a statement of why the firm believes itself to be the best qualified to perform the engagement, and a statement that the proposal is a firm and irrevocable offer until July 30th, 2022.

2. Detailed proposal

3. Bidding proposal

GENERAL REQUIREMENTS OF THE PROPOSAL:

The purpose of the proposal is to demonstrate the qualifications, competence, and capacity of the firms seeking to undertake an independent audit of the District, in conformity with



San Miguel Community Services District

Request for Proposal for Audit Services

the requirements of this Request for Proposal. The proposal shall demonstrate the qualifications of the firm and of the staff to be assigned to this engagement. It should also specify an audit approach that will meet the Request for Proposal requirements.

INDEPENDENCE:

The firm should provide an affirmation statement that it is independent of the District as defined by generally accepted auditing standards. The firm should also list and describe its professional relationships involving the District for the past five years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed audit.

LICENSE TO PRACTICE:

An affirmation statement should be included indicating that the firm and all assigned key professional staff are properly licensed to practice in California.

FIRM QUALIFICATIONS AND EXPERIENCE:

The proposal should state the size of the firm, the size of the firm's governmental audit staff, the location of the office from which the work on this engagement is to be performed, and the number and nature of professional staff to be employed in this engagement.

The firm is also required to submit information on the report of its most recent peer review, with a statement of whether the peer review included a review of specific government engagements. In addition, the firm will submit a statement whether they have been the object of any disciplinary action in the past three years.

In order to be considered, firms must be within one-hundred-fifty miles of the San Miguel Community Services District. 1150 Mission Street, San Miguel CA. 93451

PARTNER/SUPERVISORY/STAFF QUALIFICATIONS AND EXPERIENCE:



San Miguel Community Services District

Request for Proposal for Audit Services

The firm should identify the principal supervisory and management staff, including engagement partners, managers, other supervisors and specialists who would be assigned to the engagement, and indicate whether each person is licensed to practice as a Certified Public Accountant in California. The firm should also supply information on the government auditing experience of each person, including information on relevant continued education and professional organizations relevant to the performance of this audit.

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES:

For the firm's office that will be assigned responsibility for the audit, list the most significant engagements (maximum of five) performed in the last five years that are similar to the engagement described in this Request for Proposal.

Indicate:

The firm's scope of work, date,
engagement partner(s), total hours,
and name and telephone number of the principal client contact.

SPECIFIC AUDIT APPROACH:

The proposal should set forth a work plan, including an explanation of the audit methodology to be followed, type and extent of statistical sampling, compliance tests, substantive tests, and analytical tests to be performed, as well as a schedule (by date and hours) of the work to be performed to meet the requirements of this Request for Proposal.

IDENTIFICATION OF ANTICIPATED POTENTIAL AUDIT PROBLEMS:

The proposal should identify and describe any anticipated potential audit problems, the firm's approach to resolving these problems, and specific assistance that will be requested from the District.



San Miguel Community Services District

Request for Proposal for Audit Services

BIDDING PROPOSAL:

The bidding proposal should contain all pricing information relative to performing the audit engagement as described in this Request for Proposal. A schedule of rates for partners, specialists, supervisors, and staff, multiplied by the number of hours anticipated by each, should be included. The bidding proposal shall contain all direct and indirect costs including out-of-pocket expenses to arrive at an all-inclusive maximum price.

DISTRICT OBLIGATION:

If it should become necessary for the District to request the auditor to render additional services to either supplement the services requested in this Request for Proposal or to perform additional work as a result of the specific recommendations included in any report issued with this engagement, such additional work shall be performed only if set forth in an addendum to the contract between the District and the firm. Any such additional work agreed to between the District and the firm shall be performed at the same rates set forth in the schedule of fees and expenses included in the formal bidding proposal.

Progress payments will be made on the basis of hours of work performed during the course of the engagement in accordance with the firm's formal bidding proposal. Interim billings shall cover a period of not less than one calendar month.

Proposals submitted will be evaluated by the District General Manager.

The District reserves the right to retain all proposals submitted and use any idea in a proposal regardless of whether that proposal is selected.

During the evaluation process, the Board of Directors may, at its discretion, request any one or all firms to make oral presentations and personal introduction of the proposed managing accountant and/or senior partner of the audit. Such presentations will provide firms with an



San Miguel Community Services District

Request for Proposal for Audit Services

opportunity to answer any questions the Board of Directors may have on a firm's proposal. Not all firms may be selected to make such oral presentations. Routine clarification may be obtained by telephone, fax, or e-mail.

Final selection will be made by the Board of Directors based on the firm's qualifications, experience, audit approach, and bid. Proposing firms should note that the lowest bid will not be the sole deciding factor in the final selection.

It is anticipated that a firm will be selected by Thursday, May 26th, 2022. Following notification of the firm selected, it is expected that a contract will be executed on or after June 1st, 2022.

Submission of a proposal constitutes acceptance by the firm of the conditions contained in this Request for Proposal unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.

The District reserves the right to reject any and all proposals. The District also reserves the right to cancel the contract, due to unsatisfactory performance of audit services, between audit years with a 30-day written notice. The District may extend the contract an additional two years, at any time, upon agreeable terms with the successful bidder.

For additional information and inquiries, contact:

Robert Roberson, Interim General Manager
San Miguel Community Services District
Po Box 180/ 1150 Mission Street
San Miguel, California 93451
805.467.3388

(continued on next page)



San Miguel Community Services District
Request for Proposal for Audit Services

The proposing firm warrants the following:

1. The firm is willing and able to obtain an Errors and Omissions Insurance Policy providing a prudent amount of coverage for the willful or negligent acts or omissions of any officers, employees, or agents thereof.
2. The firm will not delegate or subcontract its responsibilities under an agreement without the express prior written permission of the San Miguel Community Services District.
3. All information provided by the firm in connection with this proposal is true and correct.
4. The firm will acknowledge and agree with all terms and conditions stated in this Request for Proposal.

On Behalf of Firm:

Authorized Representative

Date



Board of Directors Staff Report

February 24th, 2022

AGENDA ITEM: XI-3

SUBJECT: Discussion regarding upcoming Cost of Service Rate Study.

RECOMMENDATION:

Discuss upcoming Cost of Service Rate Study and provide direction to staff.

Prior rate study information.

- Bartle Wells and Associated was contracted to perform a Cost-of-Service Rate Study which culminated in a report that was approved by the Board of Directors at a Special Board Meeting on June 28th ,2018. (Connection fees Resolution 2018-18/ User rates Resolution 2018-19)
- The new rate structure went into effect August 16th 2018.
- This adopted rate increase provided for increases for the five Fiscal Years: 18-19, 19-20, 20-21, 21-22, and 22-23.
 - The last increase of this study will be implemented on July 16th ,2022.

Proposed timeline for new study

- **February 2022** – Initial Board discussion
- **April** – Board approval to release RFP
- **May** – RFPs Due
- **June** – Staff review of RFPs, propose firms to Board of Directors for interviews, potentially authorize a contract.
 - If a contract is not approved at June meeting then it may occur at the July meeting or a Special Board meeting in July
- **August thru December** – Staff work with Firm to provide information.
- **January 2023** – 1st review of potential rates by Board of Directors
- **February** – 2nd review of potential rates by Board of Directors
- **March** – Public awareness workshops (2)

- March 23rd 2023 - Start 45-day *public protest period* at Regular Board meeting
- Mandatory notice in paper and mailers to property owners/ customers
- **April** – Public awareness workshops (2)
- **May** – Board of Director’s approval of new rate structure
 - Special meeting May 11th 2023 to close public protest period and publicly count protests. *
 - Regular meeting May 25th 2023 for approval of rate study and rates (*if not done at the May 11th meeting).
- **June** - Mailers to property owners/ customers about rates
- **July 16th 2023** – new rates take effect.

What we will be looking for with the new rate study:

- Review of current revenue and expenditures for
 - Street lighting and landscaping
 - Wastewater
 - Water
 - Solid Waste
- Review of current Capital Improvement Plans, and regulatory actions that will increase costs to the District.
 - The projections of cost and loan pay back periods will be used to project District costs into the future past the rate study period to ensure that we are able to fund our debt through the life of the loans.
 - This will also include review of our District Connection Fees to ensure that we are collecting and appropriate amount relative to a projects impact to the District.
- Review of current rate structures and methodologies.
 - Investigate if the current rate structure is the most effective for the community and District.
 - Determine whether alternative rate methodologies are more beneficial overall.

FISCAL IMPACT

Other than staff time there are no other cost associated with reviewing this item at this time

PREPARED BY: Kelly Dodds, Director of Utilities

Attachment:

1. Resolution 2018-19 increasing user rates for water and sewer
2. Resolution 2018-18 increasing connection fees for water and sewer

RESOLUTION NO. 2018-19

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
SAM MIGUEL COMMUNITY SERVICES DISTRICT
ADOPTING NEW PROPERTY-RELATED FEES
FOR WATER AND WASTEWATER SERVICE**

WHEREAS, San Miguel Community Services District ("District") provides water and wastewater services to residents and businesses of the District; and

WHEREAS, a Water Rate Study, dated April 22, 2018, prepared by Bartle Wells Associates ("Water Rate Study"), establishes various rates proposed therein, which the District Board of Directors ("Board") finds are reasonably related and proportional to the cost of providing water service to District customers; and

WHEREAS, a Wastewater Rate Study, dated April 22, 2018, prepared by Bartle Wells Associates ("Wastewater Rate Study"), establishes various rates proposed therein, which the District Board finds are reasonably related and proportional to the cost of providing wastewater service to District customers; and

WHEREAS, in preparing the Water Rate Study and Wastewater Rate Study, staff and Bartle Wells Associates held several workshops and recommended a range of alternatives that the District could adopt regarding the revised water rates, which the Board has reviewed; and

WHEREAS, on May 24, 2018, pursuant to Proposition 218 (Cal. Const., art. XIII D, § 6) the Board heard and considered all oral testimony, written materials, and written protests concerning the rate increase; and

WHEREAS, the District has counted the protests and determined that the District may proceed with the proposed water and wastewater rates.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT HEREBY RESOLVES AS FOLLOWS:

1. Beginning on August 16, 2018, monthly charges for water customers shall be established in accordance with the rate schedule attached hereto as **Exhibit A**.
2. Beginning on August 16, 2018, monthly charges for wastewater customers shall be established in accordance with the rate schedule attached hereto as **Exhibit B**.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the San Miguel Community Services District at a special meeting held on the 28th day of June 2018; motioned by **Parent**, seconded by **Sangster**, and upon roll call was carried by the following vote of:


AYES: Parent, Sangster, Buckman

NAYS: Green, Kalvans

ABSENT: None

ABSTAIN: None

ATTEST:



Robert Roberson, Interim General Manager

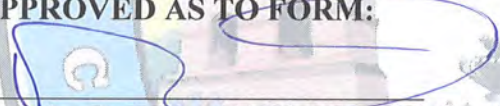


John Green, President Board of Directors



Secretary of the Board of Directors

APPROVED AS TO FORM:



Douglas L. White, District General Counsel



EXHIBIT A

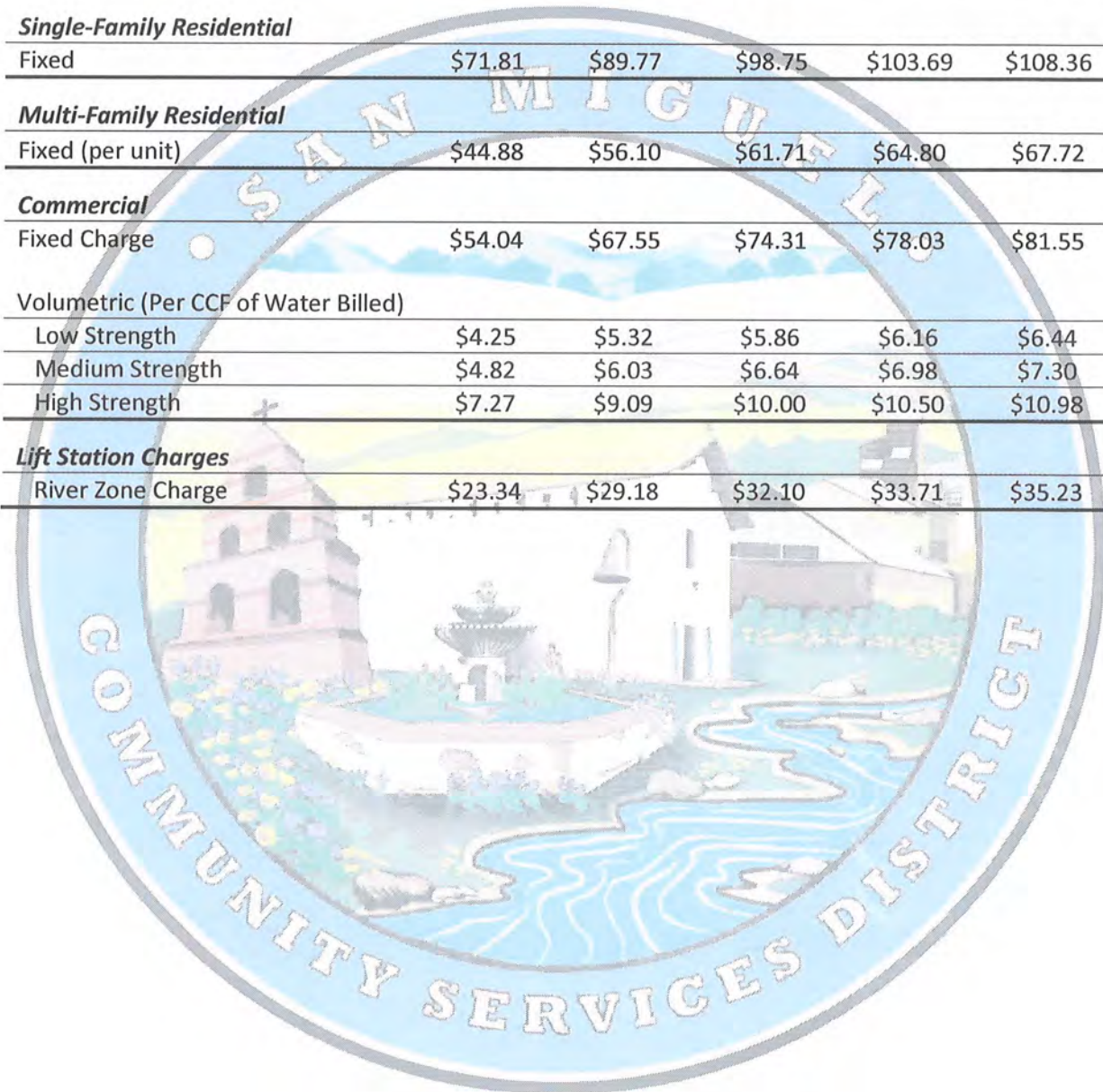
Water Rate Schedule

Monthly Fixed Rates					
All Customers	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
<i>Meter Size</i>					
5/8"	\$44.53	\$48.10	\$50.03	\$51.54	\$53.09
3/4"	\$44.53	\$48.10	\$50.03	\$51.54	\$53.09
1"	\$44.53	\$48.10	\$50.03	\$51.54	\$53.09
1 1/2"	\$74.12	\$80.05	\$83.26	\$85.76	\$88.34
2"	\$109.62	\$118.39	\$123.13	\$126.83	\$130.64
6"	\$606.62	\$655.15	\$681.36	\$701.81	\$722.87
Volumetric Rates					
	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Single-Family Residential					
<i>Tier Structure</i>					
Tier 1 (0-5 CCF)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tier 2 (6-12 CCF)	\$3.99	\$4.31	\$4.49	\$4.63	\$4.77
Tier 3 (>12 CCF)	\$6.67	\$7.21	\$7.50	\$7.73	\$7.97
Non-Residential					
<i>Tier Structure</i>					
Tier 1 (0-5 CCF)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tier 2 (>6 CCF)	\$4.63	\$5.01	\$5.22	\$5.38	\$5.55

EXHIBIT B

Wastewater Rate Schedule

Monthly Rates	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Single-Family Residential					
Fixed	\$71.81	\$89.77	\$98.75	\$103.69	\$108.36
Multi-Family Residential					
Fixed (per unit)	\$44.88	\$56.10	\$61.71	\$64.80	\$67.72
Commercial					
Fixed Charge	\$54.04	\$67.55	\$74.31	\$78.03	\$81.55
Volumetric (Per CCF of Water Billed)					
Low Strength	\$4.25	\$5.32	\$5.86	\$6.16	\$6.44
Medium Strength	\$4.82	\$6.03	\$6.64	\$6.98	\$7.30
High Strength	\$7.27	\$9.09	\$10.00	\$10.50	\$10.98
Lift Station Charges					
River Zone Charge	\$23.34	\$29.18	\$32.10	\$33.71	\$35.23



RESOLUTION NO. 2018-18**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT TO ADOPT NEW WATER AND WASTEWATER CONNECTION FEES**

WHEREAS, pursuant to California Government Code sections 66013 and 66016, the Board of Directors (“Board”) for San Miguel Community Services District approved Ordinance 02-08 and Ordinance 03-08 in 2008, authorizing the Board to water and wastewater connection fees in amounts adopted by resolution of the Board; and

WHEREAS, as indicated in the Bartle Wells Associates, Water and Wastewater Impact Fees Study, adjusting water and wastewater connection fees is required to ensure that the fees charged for constructing additional facilities do not fall behind the cost of actually constructing those facilities.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the San Miguel Community Services District as follows:

1. The Board accepts the findings in the Water and Wastewater Impact Fees Study (“Study”).
2. Pursuant to the Study, the Board adopts the water connection fees detailed in **Exhibit A** attached hereto. Such fees shall replace and supersede the District’s existing water connection fees.
3. Pursuant to the Study, the Board adopts the wastewater connection fees detailed in **Exhibit B** attached hereto. Such fees shall replace and supersede the District’s existing wastewater connection fees.
4. The fees in Exhibit A and B shall be adjusted each year according to the District’s approved or customary inflationary index.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the San Miguel Community Services District at a special meeting held on the 31th day of May 2018; motioned by **Buckman** seconded by **Sangster**, and upon roll call was carried by the following vote of:


AYES: Buckman, Sangster, Parent, Kalvans, Green

NAYS: 0

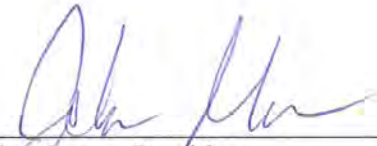
ABSENT: 0

ABSTAIN: 0

ATTEST:



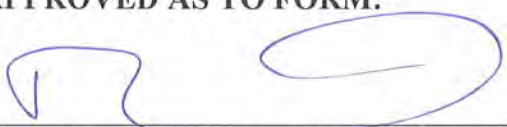
Robert Roberson, Interim General Manager



John Green, President
Board of Directors

Board Clerk to the Board of Directors

APPROVED AS TO FORM:



Douglas L. White, District General Counsel

EXHIBIT A
WATER CONNECTION FEES

As of July 1, 2018, the District's water connection fees shall be as follows:

Water Service Connection Fees

Water Connection Fees	FY 18-19
<i>Meter Size</i>	
<i>Residential</i>	
Single Family	\$12,540
<i>Non-Residential</i>	
5/8"	\$12,540
3/4"	\$18,810
1"	\$31,360
1 1/2"	\$62,710
2"	\$100,340
3"	\$200,680
4"	\$313,560
6"	\$627,120

The above fees shall be charged based on the meter size installed at the service location. For new residential construction, the District reserves the right to require at least 1" sizing. In the event an existing service is upsized, the applicant shall pay the difference between the current rate for the existing meter size and the appropriate rate charged for the new meter size.

All water service connection fees shall be paid prior to the issuance of building permits or as approved by the General Manager. Commercial, industrial projects and residential projects or subdivisions involving more than four (4) units may be phased in accordance with an agreement approved by the Board of Directors. Water service will not be turned on prior to the receipt of the fees and the fee charged shall be that which is in effect at the time of receipt of payment by District.

The water connection fees shall increase annually based on the change in the Construction Cost Index ("CCI") for California, or such other index customary to the District, each fiscal year, beginning July 1, 2019.

EXHIBIT B**WASTEWATER CONNECTION FEES**

As of July 1, 2018, the District's water connection fees shall be as follows:

Wastewater Service Connection Fees

Wastewater Connection Fees	FY 18-19
<i>Meter Size</i>	
<i>Residential</i>	
Single Family	\$12,330
Multi-Family	\$7,710
<i>Non-Residential</i>	
5/8"	\$12,330
3/4"	\$18,500
1"	\$30,830
1 1/2"	\$61,670
2"	\$98,670
3"	\$197,340
4"	\$308,340
6"	\$616,670

The above fees shall be charged based on the meter size installed at the service location. For new residential construction, the District reserves the right to require at least 1" sizing. In the event an existing service is upsized, the applicant shall pay the difference between the current rate for the existing meter size and the appropriate rate charged for the new meter size.

All wastewater service connection fees shall be paid prior to the issuance of building permits or as approved by the General Manager. Commercial, industrial projects and residential projects or subdivisions involving more than four (4) units may be phased in accordance with an agreement approved by the Board of Directors. Wastewater service will not be authorized prior to receipt of fees and the fee charged shall be that which is in effect at the time of receipt of payment by District.

The wastewater connection fees shall increase annually based on the change in the Construction Cost Index ("CCI") for California, or such other index customary to the District, each fiscal year, beginning July 1, 2019.



Board of Directors Staff Report

February 24, 2022

AGENDA ITEM: XI-4

SUBJECT: Amend Fire Protection Officer Employment Agreement to Comport with CalPERS Rules for Contract Requirements for Public Safety Retirement.

STAFF RECOMMENDATION:

Review and amend the Employment Agreement for Scott Young as the Fire Prevention Officer to Comport with CalPERS Rules for Contract Requirements, and Authorize the Interim General Manager to Execute the Amended Agreement by RESOLUTION 2022-06

BACKGROUND:

Assistant Fire Chief/Fire Prevention Officer Scott Young's new employment agreement was approved by the Board in December of 2021 and went into effect on January 1, 2022.

Financial Officer Michelle Hido recently reached out to CalPERS to ensure compliance with their requirements and realized that Young is entitled to a better and different retirement calculation with CalPERS. In her discussions with CalPERS, she was initially informed that in order to meet CalPERS's requirements, certain key language needed to be added to Young's employment agreement as Assistant Fire Chief related to memorializing his reportable Holiday Pay to CalPERS and will be counted toward his eventual retirement compensation. CalPERS has received voluminous records from the District in order to amend the District's current contract with CalPERS to ensure that Young receives the retirement compensation to which he is entitled. In discussions with CalPERS, they have informed the District that they are in the process of reviewing the materials and we are awaiting their confirmation of his eligibility and a proposed modified contract with the District.

The District has always reported Holiday Pay earned by Young to CalPERS. The additional provision simply memorializes the obligation to report these earnings.

The District's previous Financial Officer had initially begun the process of modifying the agreement with CalPERS, but the effort was interrupted when the former employee left the District. Financial Officer Hido has picked up the project and has been working closely with CalPERS to get the contract amended. In previous communications from CalPERS, they had

CW111835

confirmed that Young was eligible for Public Safety retirement for both his role as Assistant Fire Chief and Fire Prevention Officer. A review of the CalPERS regulations and the previous communications with the District by Deputy District General Counsel led to the conclusion that the Board should consider modifying the Fire Prevention Officer agreement to include the same discussion of Holiday Pay compensation, in order to ensure that no further impediments exist in ensuring that the District's contract with PERS can be amended and that Young can receive the appropriate retirement calculations.

DISCUSSION:

Items provided within this Staff Report include the following:

- Redlined Amended Fire Prevention Officer Employment Agreement (10 pages). Reviewed and revised by Staff and District Counsel.
- Clean version of the Fire Prevention Officer Employment Agreement (10 pages). Reviewed and revised by Staff and District Counsel.

The District has always reported Holiday Pay earned by Young to CalPERS. In the process of the contract modification CalPERS has informed the District that Young's employment agreement should more clearly disclose that Holiday Pay is PERS-able income. Thus, it is proposed that Section 5.4.1 be added to his employment agreement which specifies that Young's Holiday Pay is additional compensation for PERS purposes. The draft language in the redlined version of Young's agreement traces the CalPERS regulation precisely.

Essentially, when Young is scheduled to work as the Fire Prevention Officer on a District holiday, he earns his regular salary plus additional "straight time" compensation for each hour that he works. This additional compensation is required to be reported to CalPERS as additional income and it increases the contribution that both Young and the District make to CalPERS on Young's behalf.

The proposed amendment does not increase Young's salary. It simply places the CalPERS contracting language into the agreement so that the District can ensure that the contract amendment process will not be delayed by reason of the agreement not having this clear disclosure.

OPTIONS:

1. The Board can approve the amended Employment Agreement and direct the Interim General Manager to execute the agreement.
2. The Board can reject the proposed amended Employment Agreement.

FISCAL IMPACT:

This amendment will have little to no fiscal impact on the District's budget.

STAFF RECOMMENDATION:

Staff recommends that the Board approve the revised Employment Agreement for Fire Prevention Officer Scott Young and authorize Interim General Manager Rob Roberson to execute the amended Agreement.

PREPARED BY:

Rob Roberson

Interim General Manager/ Fire Chief

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (“Agreement”) is made and entered into this ___ day of ~~December 2021~~February 2022, by and between the San Miguel Community Services District, a California political subdivision (“District”), and Scott Young, an individual (“Employee”). The District and Employee may individually be referred to herein as “Party” or collectively as “Parties.” There are no other parties to this Agreement.

RECITALS

- A. Employee has been a volunteer Firefighter for approximately 5 years, a Fire Captain for approximately 6 years, and the Assistant Fire Chief / Fire Prevention Officer for the last 3 years with the District for a total commitment of over 16 years to the District.
- B. The Interim General Manager/Fire Chief has evaluated Employee’s knowledge, experience, skills and abilities, and desires to continue Employees employment as the Fire Prevention Officer pursuant to the terms of this Agreement.
- C. The Fire Prevention Officer position is appointed by the Interim General Manager/Fire Chief but is subject to review and ratification by the San Miguel Community Services District Board of Directors (“Board”).
- D. Employee also serves as the District’s Assistant Fire Chief and the terms and conditions of his service in that role are described in a separate employment agreement.
- E. The Parties desire to execute this Agreement pursuant to the authority of and subject to the provisions of California Government Code (“Government Code”) section 53260 *et seq.*

NOW, THEREFORE, in consideration of the mutual covenants entered into between the Parties, and in consideration of the benefits that accrue to each, it is agreed as follows:

AGREEMENT

Section 1. Recitals. The recitals set forth above (“Recitals”) are incorporated herein by this reference and made a part of this Agreement. In the event of any inconsistencies between the Recitals and Sections 1 through 10 of this Agreement, Sections 1 through 10 will prevail.

Section 2. Effective Date. This Agreement shall become effective once executed by both the District and Employee (“Effective Date”).

Section 3. Appointment of Fire Prevention Officer Duties, and Term.

Section 3.1. Appointment of Fire Prevention Officer and Duties. The Fire Chief hereby appoints Employee to the position of Fire Prevention Officer, in and for the District, to perform the function and duties of the Fire Prevention Officer, as listed in **Exhibit A**. Employee accepts such appointment and employment pursuant to the terms of this Agreement. Employee shall further perform the functions and duties specified under the laws of the State of California, the District's Resolutions, and such other duties and functions as may from time-to-time be assigned.

Section 3.2. Other Employment. Employee may undertake outside activities for compensation, provided such activities do not interfere with Employee's duties and responsibilities specified herein and do not create a conflict of interest with said duties. Employee's employment outside of the District must conform with applicable District conflict of interest policies in effect at the time of execution of the Agreement, which may be amended from time to time. Employee is presently self-employed as a construction contractor. This employment is expressly authorized by the Board.

Section 3.3. Exempt Employee. The general business hours for District employees are Monday through Friday, 8:30 a.m. to 4:30 p.m. However, it is recognized by the Parties that Employee is an exempt employee for purposes of the Fair Labor Standards Act of 1938 (29 U.S.C. § 201 *et seq.*; 29 U.S.C. § 213(b)(20)). Employee shall not receive overtime or extra compensation for hours worked outside of the District's general business hours, which are necessary to fulfill the duties of the Fire Prevention Officer position, unless otherwise provided in this Agreement.

Section 3.4. After Hours Response. Fire Department training, drills, call responses beyond contractual hours of commitment and Master Mutual Aid fire responses shall be compensated at rates established by the Department and State.

Section 3.5. Schedule. The Fire Prevention Officer's daily and weekly work schedule shall vary in accordance with the work required to be performed. The Fire Prevention Officer position may include attendance at evening meetings on behalf of the Fire Chief and frequent irregular hours as necessary to meet deadlines and achieve objectives.

Section 3.6. Term. The term of this Agreement shall be for three (3) years from the Effective Date ("Term"). No later than three (3) months prior to the expiration of the Term, the Board shall provide written notice to Employee as to whether the Board intends to extend the Term.

Section 3.7. Physical Examination. Employee shall comply with the District's Drug and Alcohol Abuse policies and procedures. Failure to adhere to those policies may be considered a material breach of this Agreement and be cause for termination under Section 6 of this Agreement.

Employee may receive an annual physical examination at the District's expense or provide a copy of an annual physical examination performed by or for another employer. Refusal to submit for an annual physical examination by January of each year of this Agreement may be considered a material breach of this Agreement and cause for termination under Section 6 of this Agreement.

Employee shall comply with the District's Illness & Injury Prevention Policies in effect at the time of the execution of this Agreement, which may be amended from time to time.

Section 4. At-Will Employment. Employee is an at-will employee serving at the pleasure of the Fire Chief, as provided in Government Code section 36506. Accordingly, the Board may terminate Employee's employment at any time, with or without cause, and in accordance with the California Firefighter Bill of Rights.

Section 5. Compensation and Evaluations.

Section 5.1. Base Salary. The District agrees to pay Employee an annual salary ("Base Salary"), payable in installments at the same time that the other District employees are paid.

a) Compensation Calculation.

Beginning on the Effective Date, Employee's Fire Prevention Officer Base Salary shall be Forty-Three Thousand Nine Hundred Seventy--Seven Dollars (\$43,977.00) per year ("Fire Prevention Compensation"). Fire Prevention Duties shall be performed during Normal District Operational Hours Tuesday through Thursday between the hours of 8:30 AM -4:30 PM for a total commitment of 24 hours per week.

Employee's Fire Prevention Compensation will be adjusted in accordance with any increase in the All-West urban, all urban consumers, not seasonally adjusted Consumer Price Index for the San Luis Obispo-Paso Robles-Arroyo Grande ("CPI"), but will not be decreased in the event there is any year-to-year or cumulative decrease in the CPI during the Term of this Agreement. Any increase to the Fire Prevention Compensation as a result of an increase to the CPI will be rounded up to the nearest dollar figure. Any changes in Employee's Fire Prevention Compensation shall be based on the December CPI, released every year in November, and shall become effective the first full pay period of January 2023 and the first pay period of January 2024. Notwithstanding the aforementioned, at no time shall Employee's Fire Prevention Compensation be increased more than four percent (4%) each year.

Section 5.2. Pro-rata Decrease. Employee acknowledges that the Base Salary may be subject to a pro-rata decrease based on the Board's adoption of an unpaid Mandatory Furlough Program adopted as a budgetary measure.

Section 5.3. Review and Evaluation. The Fire Chief will review and evaluate Employee's performance of his duties as Assistant Fire Chief/Fire Prevention Officer, pursuant to the terms of this Agreement ("Review and Evaluation"), on not less than an annual basis, and to provide Employee with a written performance review. The annual Review and Evaluation shall be conducted prior to January 1 of each year, or at the Fire Chief's discretion.

Section 5.4. Benefits. Employee shall be entitled to benefits from the District that other full-time employees are entitled to, as outlined in the District's Personnel Rules. These benefits include medical or healthcare benefits, holiday pay, compensatory time-off, sick leave, and vacation time. Compensatory time shall be 60 hours annually beginning January 1 each year for the duration of the agreement.

5.4.1. Holiday Pay. Employee shall be entitled to additional compensation if he is normally required to work on a District holiday as the position requires scheduled staffing without regard to holidays. The additional compensation is Holiday Pay and is reportable to CalPERS.

Section 5.5. Uniform Allowance. The District shall provide Employee with an annual allowance for station uniforms in an amount up to Five Hundred Dollars (\$500.00) per fiscal year. Employee must submit receipt(s) for uniform purchases in order to receive reimbursement for a station uniform. This uniform allowance is not cumulative to any other uniform allowance provided to Employee and total annual allowance for all positions held by Employee is Five Hundred Dollars (\$500.00) per fiscal year.

Section 5.6. Use of District Fire Vehicle. The District shall provide Employee with a District vehicle for use during Employee's work as District Fire Prevention Officer. The Board or the Fire Chief may, at its or his or her sole discretion, cease providing Employee with a District vehicle. Employee shall provide proof of insurance coverage, pursuant to California law, annually to the District. Both Parties agree to comply with the District's applicable Vehicle & Equipment Replacement Policies and Procedures in effect at the time of this Agreement's execution and may be amended from time to time.

Section 5.7. General Business Expenses. Employee shall be reimbursed for all costs necessarily incurred by Employee in the performance of his duties as Fire Prevention Officer or incurred while traveling on District-related business, under the direction of the Board. Employee must submit itemized receipts, to be approved by the Fire Chief, in order to be reimbursed for his District-related business expenses.

Section 6. Termination of Employment and Severance.

Section 6.1. Voluntary Resignation. Employee may resign at any time and agrees to give the District at least ninety (90) days advance written notice of the effective date of Employee's resignation, unless the Parties otherwise agree in writing to a lesser time period. If Employee retires from full time public service with the District, Employee shall provide at least (90) days advance written notice. Employee's actual retirement date will be mutually established between the Parties. During the notice period, all rights and obligations of the Parties under this Agreement shall remain in full force and effect.

Section 6.2. Termination by the Fire Chief. The Fire Chief or his or her designee may terminate this Agreement and remove Employee from his position as Fire Prevention Officer at any time with cause. Within ten (10) days of the Fire Chief's termination of this Agreement, Employee may make a written request for an administrative hearing before a neutral hearing officer, as required by the California Firefighter Bill of Rights. (Government Code, § 3250 *et seq.*) In the event Employee does not timely request an administrative hearing, the Fire Chief or his or her designee's termination decision shall be final.

Section 7. Indemnification. The District shall defend, hold harmless, and indemnify Employee against any tort, personnel, civil rights, or professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as Fire Prevention Officer in accordance with California's Tort Claims Act (Government Code, § 825 *et seq.*), and shall provide a defense to Employee in accordance with Government Code sections 995-996.5. The District may decline to defend or indemnify Employee only as permitted by the Government Code. District may compromise and settle any such claim or suit and pay the amount of any resulting settlement or judgment. Provided, however, that the District's duty to defend and indemnify shall be contingent upon Employee's good faith cooperation with such defense. In the event the District provides funds for legal criminal defense pursuant to this Section, Employee shall reimburse the District for such legal criminal defense funds if Employee is convicted of a crime involving an abuse of office or position, as provided by Government Code sections 53243-53243.4.

Section 8. Bonding. District shall bear the full cost of any fidelity or other bonds required of Employee under any law or ordinance.

Section 9. Notices. Any notice or communication required hereunder between the District and Employee must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail), by registered or certified mail (return receipt requested), or by Federal Express, UPS, or other similar couriers providing overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by the receiving Party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day, or on a

Saturday, Sunday, or holiday shall be deemed to have been given and received on the next normal business day. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the Party to whom notices are to be sent, or (b) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered, as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to the District: San Miguel Community Services District
 155 Mission Street
 San Miguel, California 93451
 ATTN: President of the Board

With courtesy copies to: WhiteBrenner, LLP
 ATTN: Douglas L. White
 1414 K Street, 3rd Floor
 Sacramento, CA 95814

If to Employee: San Miguel Community Services District
 155 Mission Street
 San Miguel, California 93451
 ATTN: Scott Young
 w/cc: home address on file

Section 10. General Provisions.

10.1. Modification of Agreement. This Agreement may be supplemented, amended, or modified only by a writing signed by the District and Employee.

10.2. Entire Agreement. This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the Parties and supersedes all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement.

10.3. Severability of Agreement. If a court or an arbitrator of competent jurisdiction holds any section of this Agreement to be illegal, unenforceable, or invalid

for any reason, the validity and enforceability of the remaining sections of this Agreement shall not be affected.

10.4. Authority. All Parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement and the names, titles, and capacities herein stated on behalf of any entities, persons, states, or firms represented or purported to be represented by such entities, persons, states, or firms and that all former requirements necessary or required by state or federal law in order to enter into this Agreement had been fully complied with. Further, by entering into this Agreement, neither Party hereto shall have breached the terms or conditions of any other contract or agreement to which such Party is obligated, which such breach would have a material effect hereon.

10.5. Headings. The headings in this Agreement are included for convenience only and neither affect the construction or interpretation of any section in this Agreement nor affect any of the rights or obligations of the Parties to this Agreement.

10.6. Necessary Acts and Further Assurances. The Parties shall, at their own cost and expense, execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

10.7. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of California.

10.8. Waiver. No covenant, term, or condition, or the breach thereof, shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

10.9. Counterparts. This Agreement may be executed in counterparts and all so executed shall constitute an agreement which shall be binding upon the Parties hereto, notwithstanding that the signatures of all Parties and Parties' designated representatives do not appear on the same page.

10.10. Venue. Venue for all legal proceedings shall be in the Superior Court in and for the County of San Luis Obispo in the State of California.

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

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, this Agreement has been entered into by and between EMPLOYEE and DISTRICT as of the date of the Agreement set forth above.

DISTRICT:

San Miguel Community Services District, a California community services District

EMPLOYEE:

By: _____
Raynette Gregory, Board President

By: _____
Scott Young, an individual

Date Signed: _____

Date Signed: _____

By: _____
Tamara Parent, Board Clerk

Date Signed: _____

Approved as to Form and Content:

By: _____
Douglas L. White, District General Counsel

EXHIBIT A

DRAFT

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (“Agreement”) is made and entered into this 24th day of February 2022, by and between the San Miguel Community Services District, a California political subdivision (“District”), and Scott Young, an individual (“Employee”). The District and Employee may individually be referred to herein as “Party” or collectively as “Parties.” There are no other parties to this Agreement.

RECITALS

- A. Employee has been a volunteer Firefighter for approximately 5 years, a Fire Captain for approximately 6 years, and the Assistant Fire Chief / Fire Prevention Officer for the last 3 years with the District for a total commitment of over 16 years to the District.
- B. The Interim General Manager/Fire Chief has evaluated Employee’s knowledge, experience, skills and abilities, and desires to continue Employees employment as the Fire Prevention Officer pursuant to the terms of this Agreement.
- C. The Fire Prevention Officer position is appointed by the Interim General Manager/Fire Chief but is subject to review and ratification by the San Miguel Community Services District Board of Directors (“Board”).
- D. Employee also serves as the District’s Assistant Fire Chief and the terms and conditions of his service in that role are described in a separate employment agreement.
- E. The Parties desire to execute this Agreement pursuant to the authority of and subject to the provisions of California Government Code (“Government Code”) section 53260 *et seq.*

NOW, THEREFORE, in consideration of the mutual covenants entered into between the Parties, and in consideration of the benefits that accrue to each, it is agreed as follows:

AGREEMENT

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Employee's Fire Prevention Compensation will be adjusted in accordance with any increase in the All-West urban, all urban consumers, not seasonally adjusted Consumer Price Index for the San Luis Obispo-Paso Robles-Arroyo Grande ("CPI"), but will not be decreased in the event there is any year-to-year or cumulative decrease in the CPI during the Term of this Agreement. Any increase to the Fire Prevention Compensation as a result of an increase to the CPI will be rounded up to the nearest dollar figure. Any changes in Employee's Fire Prevention Compensation shall be based on the December CPI, released every year in November, and shall become effective the first full pay period of January 2023 and the first pay period of January 2024. Notwithstanding the aforementioned, at no time shall Employee's Fire Prevention Compensation be increased more than four percent (4%) each year.

Section 5.2. Pro-rata Decrease. Employee acknowledges that the Base Salary may be subject to a pro-rata decrease based on the Board's adoption of an unpaid Mandatory Furlough Program adopted as a budgetary measure.

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Section 5.5. Uniform Allowance. The District shall provide Employee with an annual allowance for station uniforms in an amount up to Five Hundred Dollars (\$500.00) per fiscal year. Employee must submit receipt(s) for uniform purchases in order to receive reimbursement for a station uniform. This uniform allowance is not cumulative to any other uniform allowance provided to Employee and total annual allowance for all positions held by Employee is Five Hundred Dollars (\$500.00) per fiscal year.

Section 5.6. Use of District Fire Vehicle. The District shall provide Employee with a District vehicle for use during Employee's work as District Fire Prevention Officer. The Board or the Fire Chief may, at its or his or her sole discretion, cease providing Employee with a District vehicle. Employee shall provide proof of insurance coverage, pursuant to California law, annually to the District. Both Parties agree to comply with the District's applicable Vehicle & Equipment Replacement Policies and Procedures in effect at the time of this Agreement's execution and may be amended from time to time.

Section 5.7. General Business Expenses. Employee shall be reimbursed for all costs necessarily incurred by Employee in the performance of his duties as Fire Prevention Officer or incurred while traveling on District-related business, under the direction of the Board. Employee must submit itemized receipts, to be approved by the Fire Chief, in order to be reimbursed for his District-related business expenses.

Section 6. Termination of Employment and Severance.

Section 6.1. Voluntary Resignation. Employee may resign at any time and agrees to give the District at least ninety (90) days advance written notice of the effective date of Employee's resignation, unless the Parties otherwise agree in writing to a lesser time period. If Employee retires from full time public service with the District, Employee shall provide at least (90) days advance written notice. Employee's actual retirement date will be mutually established between the Parties. During the notice period, all rights and obligations of the Parties under this Agreement shall remain in full force and effect.

Section 6.2. Termination by the Fire Chief. The Fire Chief or his or her designee may terminate this Agreement and remove Employee from his position as Fire Prevention Officer at any time with cause. Within ten (10) days of the Fire Chief's termination of this Agreement, Employee may make a written request for an administrative hearing before a neutral hearing officer, as required by the California Firefighter Bill of Rights. (Government Code, § 3250 *et seq.*) In the event Employee does not timely request an administrative hearing, the Fire Chief or his or her designee's termination decision shall be final.

Section 7. Indemnification. The District shall defend, hold harmless, and indemnify Employee against any tort, personnel, civil rights, or professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as Fire Prevention Officer in accordance with California's Tort Claims Act (Government Code, § 825 *et seq.*), and shall provide a defense to Employee in accordance with Government Code sections 995-996.5. The District may decline to defend or indemnify Employee only as permitted by the Government Code. District may compromise and settle any such claim or suit and pay the amount of any resulting settlement or judgment. Provided, however, that the District's duty to defend and indemnify shall be contingent upon Employee's good faith cooperation with such defense. In the event the District provides funds for legal criminal defense pursuant to this Section, Employee shall reimburse the District for such legal criminal defense funds if Employee is convicted of a crime involving an abuse of office or position, as provided by Government Code sections 53243-53243.4.

Section 8. Bonding. District shall bear the full cost of any fidelity or other bonds required of Employee under any law or ordinance.

Section 9. Notices. Any notice or communication required hereunder between the District and Employee must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail), by registered or certified mail (return receipt requested), or by Federal Express, UPS, or other similar couriers providing overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by the receiving Party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day, or on a

Saturday, Sunday, or holiday shall be deemed to have been given and received on the next normal business day. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the Party to whom notices are to be sent, or (b) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered, as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to the District: San Miguel Community Services District
155 Mission Street
San Miguel, California 93451
ATTN: President of the Board

With courtesy copies to: WhiteBrenner, LLP
ATTN: Douglas L. White
1414 K Street, 3rd Floor
Sacramento, CA 95814

If to Employee: San Miguel Community Services District
155 Mission Street
San Miguel, California 93451
ATTN: Scott Young
w/cc: home address on file

Section 10. General Provisions.

10.1. Modification of Agreement. This Agreement may be supplemented, amended, or modified only by a writing signed by the District and Employee.

10.2. Entire Agreement. This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the Parties and supersedes all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement.

10.3. Severability of Agreement. If a court or an arbitrator of competent jurisdiction holds any section of this Agreement to be illegal, unenforceable, or invalid

for any reason, the validity and enforceability of the remaining sections of this Agreement shall not be affected.

10.4. Authority. All Parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement and the names, titles, and capacities herein stated on behalf of any entities, persons, states, or firms represented or purported to be represented by such entities, persons, states, or firms and that all former requirements necessary or required by state or federal law in order to enter into this Agreement had been fully complied with. Further, by entering into this Agreement, neither Party hereto shall have breached the terms or conditions of any other contract or agreement to which such Party is obligated, which such breach would have a material effect hereon.

10.5. Headings. The headings in this Agreement are included for convenience only and neither affect the construction or interpretation of any section in this Agreement nor affect any of the rights or obligations of the Parties to this Agreement.

10.6. Necessary Acts and Further Assurances. The Parties shall, at their own cost and expense, execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

10.7. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of California.

10.8. Waiver. No covenant, term, or condition, or the breach thereof, shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

10.9. Counterparts. This Agreement may be executed in counterparts and all so executed shall constitute an agreement which shall be binding upon the Parties hereto, notwithstanding that the signatures of all Parties and Parties' designated representatives do not appear on the same page.

10.10. Venue. Venue for all legal proceedings shall be in the Superior Court in and for the County of San Luis Obispo in the State of California.

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

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, this Agreement has been entered into by and between EMPLOYEE and DISTRICT as of the date of the Agreement set forth above.

DISTRICT:

San Miguel Community Services District, a California community services District

EMPLOYEE:

By: _____
Raynette Gregory, Board President

By: _____
Scott Young, an individual

Date Signed: _____

Date Signed: _____

By: _____
Tamara Parent, Board Clerk

Date Signed: _____

Approved as to Form and Content:

By: _____
Douglas L. White, District General Counsel

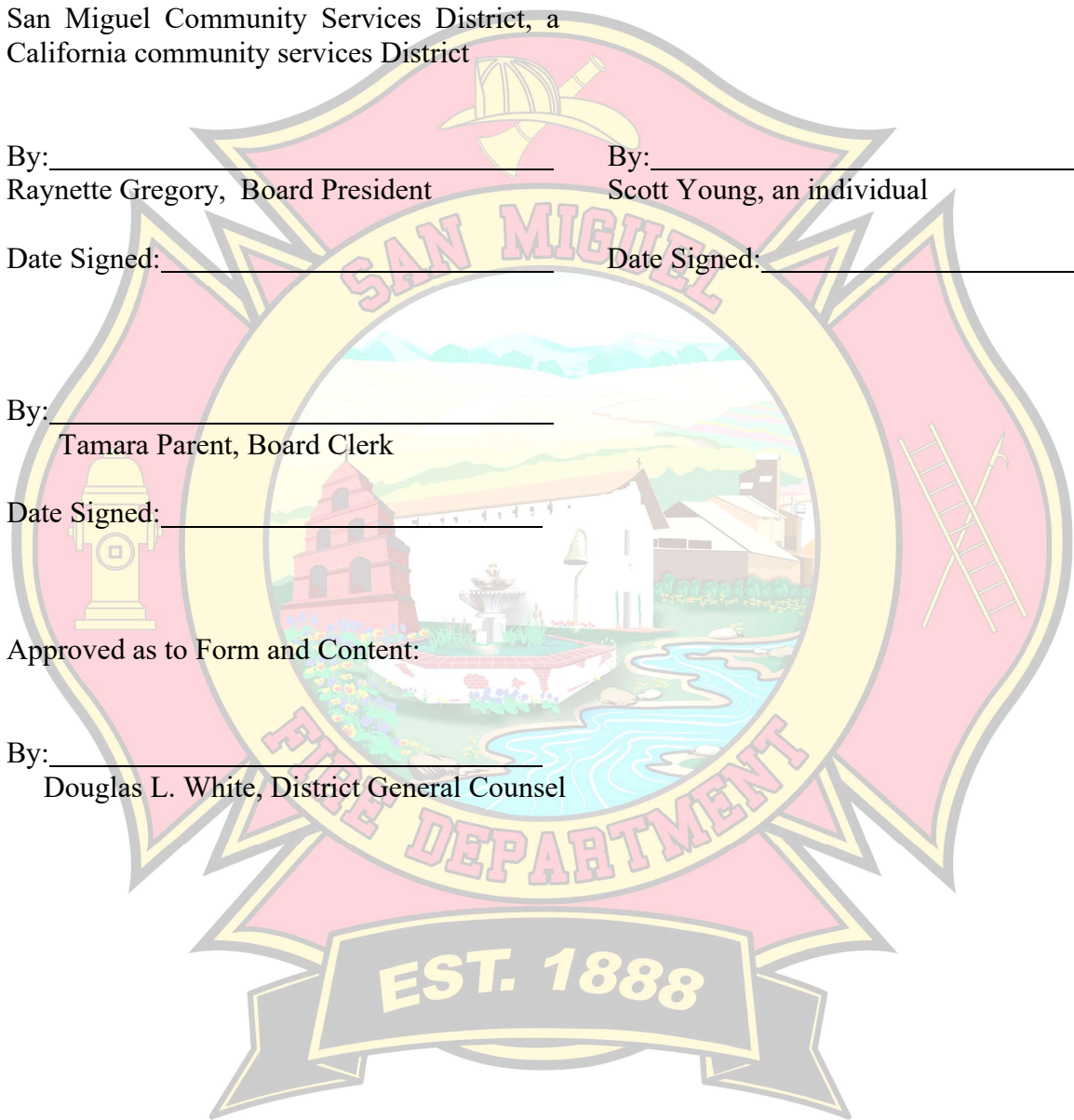


EXHIBIT A



RESOLUTION NO. 2022-06

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING AN AMENDED TO
EMPLOYMENT AGREEMENT FOR FIRE PREVENTION OFFICER CHIEF SCOTT
YOUNG AND AUTHORIZING THE INTERIM GENERAL MANAGER TO EXECUTE
AND ENTER INTO THE AGREEMENT ON BEHALF OF THE DISTRICT**

WHEREAS, Scott Young serves as the Fire Prevention Officer for the San Miguel Community Services District under an employment contract; and

WHEREAS, the current Fire Prevention Officer employment agreement was determined to insufficiently describe Young's overall compensation for work performed on District holidays for purposes of CalPERS service credit; and

WHEREAS, to ensure that Young receives accurate retirement compensation in the future, CalPERS has informed the District that the Fire Prevention Officer employment agreement must include additional specific verbiage which traces CalPERS regulations; and

WHEREAS, the amended Fire Prevention Officer Employment Agreement details the terms and conditions of his Holiday Pay compensation; and

WHEREAS, the Board of Directors seeks to approve the amended Employment Agreement and authorize the Interim General Manager to execute such Agreement.

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, adopt this Resolution approving the amended Employment Agreement between Fire Protection Officer Scott Young and the San Miguel Community Services District, attached hereto as Exhibit A, and authorizes the Interim General Manager to execute and enter into the agreements on behalf of the District.

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby passed and adopted this 24th day of February, 2022.

Raynette Gregory , President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel

EXHIBIT A

(see attached amended Fire Prevention Officer Employment Agreement)



Board of Directors Staff Report

February 24, 2022

AGENDA ITEM: XI-5

SUBJECT: Fire Department Temporary Housing Unit.

RECOMMENDATION: Continue with the process required to provide a Temporary Fire Department Staffing Housing Unit including space for a Sheriff's Beat Station.

Background:

The San Miguel Fire Department currently shares space with the CSD Staff and is beyond workspace capacity. Additionally, the Fire Department currently lacks the ability to provide accommodations for Department Members to provide 24-hour District coverage when required. The project shall include a "Sheriff's Beat Station" within the temporary housing unit.

An RFP was sent to 7 potential suppliers, 2 contractor resource outlets, and posted on the District website on November 1, 2021.

A mandatory on-site job walk was conducted on November 15, 2021, at 9:00 AM.

One supplier attended the One-Site Job Walk.

RFP's were due by noon on December 6, 2021. -No RFP's were received.

Board consensus was given during the December 16, 2021 Special Board Meeting allowing the Assistant Fire Chief to procure pricing for the individual competent required to move forward with the project outside of the RFP process due to the lack of response.

Follow-up:

Costs were received for the structure from 2 suppliers and have been provided as attachments 1-4. California Mobile Home Sales cost of \$121,707.30 is the lower of the 2-cost provided. Manufactured Home Sales cost submitted for a comparable product is \$182,934.53.

4 Installation Contractors were contacted, and no cost have been submitted to date.

A price of \$5,885.23 was submitted by Baldwin Electric for the required electrical service, attachment 5.

The District Utility Department provided a cost of \$5,281.00 for installation of the utility connections attachment 6.

An allowance for interior furnishings of \$8,00.00 has been included.

Finance options are being discussed however, without the installation cost a final project cost cannot be determined.

COST SUMMARY TO DATE.

Furnish modular home:	\$121,707.30
Electrical Service:	\$ 5,885.23
Utility connections	\$ 5,281.00
Interior furnishings	<u>\$ 8,000.00</u>
Project cost projection to date	\$140,873.53

Additional information shall be presented at the March 24, 2022, Regular Board Meeting.

STAFF RECOMMENDATION.

Allow the Assistant Fire Chief to procure pricing on the individual components of the RFP and utilize Sole Source pricing as necessary to complete the project.

FISCAL IMPACT:

Cost related to the RFP documentation are as follows:

- Monsoon Consultant, Site Plan \$1,330.00.
- Beacon Geotechnical, Geological Report, \$2,200.00.
- Additional drafting cost have yet to be submitted.
- Legal review cost has yet to be submitted.

PREPARED BY: Scott Young

APPROVED BY: Rob Roberson



2502 W. Durango
 Phoenix, AZ 85009
 Phone: 602-278-3554 Fax: 602-233-8070

Quote

Quote No: 2021-591142-00
Quote Date: 11/08/2021
Purch. Order No:
Model No: 110VS24403A
Serial No:

Part Number/Description	Qty.	Price	Extension
Standard Options Include: DVS-2440A			
110VS-Value (MW)-24403A	1	\$99842.00	\$99842.00
PACKAGES			
SPECS			
Spec -110 Value	1.00	STD	\$0.00
PLAN UNIQUE FEATURES			
Note - Cem Panel Siding	1.00	STD	\$0.00
Note - Home Size	1.00	STD	\$0.00
<hr/>			
CS-DVS-2440A 23'8"X40' 3 BEDROOM			
<hr/>			
Note - OSB Floor Decking	1.00	STD	\$0.00
PKGS			
Plt110CA - Requirements		\$100.00	\$0.00
California Water Heater Strapping.			
Lead Free Shut-Off Valves at the kitchen, bathrooms and icemaker.			
Carbon Monoxide/Smoke Alarm Combo.			
Cavco Certifies this house contains HWPW, PB, or MDF, Complies with CCR Title 1793120.2 Phase 2 Emissions Standards.			
Package - California Fire Pak - WUI	946.00	\$0.60	\$567.60
Package - California Upgrade Package	1.00	\$2,695.00	\$2,695.00
Plt110 - Package - California Fire Pak WUI Note CA WUI	1.00	PKG	\$0.00
ADD CALIFORNIA WILDLAND FIRE CODE VINYL FRAME WINDOWS WITHOUT GRIDS.			
INSTALL NON VENTED EAVES, CEMPANEL SOFFIT & FASCIA			
INSTALL VENT 4			
**IT IS THE RETAILERS RESPONSIBILITY TO OPION SPRINKLERS IF NECESSARY.			
PLEASE NOTE: STANDARD FRONT & REAR EXTERIOR FIBERGLASS DOORS ARE WUI APPROVED. STANDARD FELT PAPER UNDER SHINGLES MEEST WUI APPROVAL. IF THE HOUSE INCLUDES A PORCH WE NO LONGER NEED TO CALL OUT FOR 1/8" APART MAX FOR THE DECKING MATERIAL STANDARD CEM PANEL SIDING MEETS WUI SIDING REQUIREMENTS.			
STRUCTURAL			
STRETCH			



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 Phoenix, AZ 85009
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Quote

Quote No: 2021-591142-00
Quote Date: 11/08/2021
Purch. Order No:
Model No: 110VS24403A
Serial No:

Part Number/Description	Qty.	Price	Extension
STRUCTURAL CHANGES			
Sidewalls - 90"	1.00	STD	\$0.00
STRUCTURAL - MISC			
Sprinklers - W/ Concealed Heads - DW	1.00	\$5,600.00	\$5,600.00
FLOORS			
FLOOR COVERING			
Floor Covering - Vinyl - LUX Flooring	1.00	STD	\$0.00
Floor Covering - Vinyl Entry	1.00	STD	\$0.00
Floor Covering - Vinyl ILO Carpet (per LF)	47.25	\$30.00	\$1,417.50
<p>INSTALL LINO THROUGHOUT THE HOME. THE LINO WILL NOT LINE UP AT THE MARRIAGE LINE AND WILL BE UNUSEABLE WITHIN 3" OF THE MARRIAGE LINE. A LINO BAR WILL NEED TO BE INSTALLED BY THE RETAILER AND WILL APPEAR UNSIGHTLY.</p> <p>ANY DAMAGE TO THE LINO WILL BE REPAIRED AND NOT OVER LAID.</p> <p>**PLEASE INITIAL _____</p>			
FLOOR DECKING			
Floor Decking - OSB 5/8" (Per Floor)	1.00	STD	\$0.00
FLOOR JOIST SPACING			
Floor Joist - 16" OC	1.00	STD	\$0.00
FLOOR JOIST SIZE			
Floor Joist - 2x6	1.00	STD	\$0.00
MISC - FLRS			
Axle - Brake Axle replaces Idler Axle	1.00	PKG	\$0.00
<p>100% BRAKE AXLES</p>			
Floor Register - Toe Kick (Ea)	3.00	PKG	\$0.00
<p>KITCHEN AND BATHS WHERE POSSIBLE</p>			
Foundation Ready	2.00	\$150.00	\$300.00
Hitch - Removable	1.00	PKG	\$0.00
INTERIOR			
INTERIOR DOORS			
Door - Interior - 6 Panel w/Round Knobs	1.00	STD	\$0.00



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Quote

Quote No: 2021-591142-00
 Quote Date: 11/08/2021
 Purch. Order No:
 Model No: 110VS24403A
 Serial No:

Part Number/Description	Qty.	Price	Extension
INTERIOR FINISH			
Blinds - Faux Wood Blinds T/O	1.00	STD	\$0.00
Note - No Warranty on Faux Wood Blinds	1.00	PKG	\$0.00
Window Treatment - Cornice T/O	1.00	STD	\$0.00
Square Corners T/O	1.00	STD	\$0.00
Interior Trim - 100 (per Floor)	2.00	STD	\$0.00
FIREPLACE			
MISC - INT			
CABINETRY			
CAB KIT			
Overhead Cab - 31" Tall - Kitchen	1.00	STD	\$0.00
CAB UTILITY			
Shelf - Over Washer/Dryer	1.00	STD	\$0.00
CAB M/BATH			
Base Cab - Drawer Bank in M/Bath	1.00	\$200.00	\$200.00
CAB G/BATH			
Base Cab - Drawer Bank in G/Bath	1.00	\$200.00	\$200.00
MISC - CAB			
BATHS			
MASTER BATHROOM			
Faucet - Single Lever - Master Bath	1.00	STD	\$0.00
Edge - Crescent (per LF)	1.00	STD	\$0.00
Laminate Countertop - M/Bath	1.00	STD	\$0.00
Tile Backsplash - Master Bath	1.00	STD	\$0.00
Medicine Cabinet w/Flat Edge Glass - M/Bath	1.00	STD	\$0.00
Mirror - Flat Edge - M/Bath	1.00	STD	\$0.00
Toilet - Round - M/Bath	1.00	STD	\$0.00
Tub/Shower - Fiberglass - M/Bath	1.00	STD	\$0.00
GUEST BATHROOM			
Edge - Crescent (per LF)	1.00	STD	\$0.00
Faucet - Single Lever - Guest Bath	1.00	STD	\$0.00
Laminate Countertop - G/Bath	1.00	STD	\$0.00
Medicine Cabinet w/Flat Edge Glass - G/Bath	1.00	STD	\$0.00
Mirror - Flat Edge - G/Bath	1.00	STD	\$0.00
Tile Backsplash - Guest Bath	1.00	STD	\$0.00
Toilet - Round - G/Bath	1.00	STD	\$0.00
Tub/Shower - Fiberglass - G/Bath	1.00	STD	\$0.00
3RD BATHROOM			
HALF BATH			



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Quote

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Quote Date: 11/08/2021
Purch. Order No:
Model No: 110VS24403A
Serial No:

Part Number/Description	Qty.	Price	Extension
KITCHEN APPLIANCES			
Dishwasher - Basic Stainless Steel WDF330PAHS	1.00	PKG	\$0.00
Garbage Disposal	1.00	PKG	\$0.00
Icemaker - Plumbed & Installed	1.00	PKG	\$0.00
Icemaker - Plumbed Only	1.00	STD	\$0.00
Microwave - Stainless Steel WMH31017HS	1.00	PKG	\$0.00
Range - Gas - Stainless Steel WFG320M0BS	1.00	PKG	\$0.00
Refrigerator - 22 CF SxS w/Ice & Water in Door WRS321SDHZ	1.00	PKG	\$0.00
SINK - KIT			
Sink - 7" Deep Stainless Steel	1.00	STD	\$0.00
MISC - KITCHEN OPTIONS			
Edge - Crescent (per LF)	1.00	STD	\$0.00
Faucet - Pull-Out Faucet w/Sprayer	1.00	STD	\$0.00
Laminate Counter - Kitchen	1.00	STD	\$0.00
Tile Backsplash - Kitchen	1.00	STD	\$0.00
UTILITY ROOM			
FURNACE			
Furnace - Gas - 56 BTU	1.00	STD	\$0.00
WATER HEATER			
Wtr Htr - 40 Gallon Gas w/Exterior Door	1.00	PKG	\$0.00
Wtr Htr - Strap The Water Heater	1.00	PKG	\$0.00
WASHER & DRYER			
Dryer - Gas - Plumb Only	1.00	PKG	\$0.00
Washer - Plumb & Wire Only	1.00	PKG	\$0.00
MISC - UTILITY			
PLUMBING			
Hose Bibb - Raised	2.00	\$110.00	\$220.00



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Quote

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Quote Date: 11/08/2021
Purch. Order No:
Model No: 110VS24403A
Serial No:

Part Number/Description	Qty.	Price	Extension
RAISED OR NON-RAISED? _____			
ELECTRICAL			
ELECTRICAL SERVICE			
Meter Base - 100 AMP - Std Section _____	1.00	\$550.00	\$550.00
INSTALL 60" FROM THE BOTTOM OF THE FLOOR JOIST TO THE CENTER OF THE BOWL. _____			
LIGHTING			
Ceiling Fan - Wire and Brace Only _____	2.00	STD	\$0.00
MBR AND LR _____			
Ceiling Fan - Wire and Brace Only - Additional _____	2.00	\$100.00	\$200.00
BEDROOMS #2 AND #3 _____			
Light - Can - Additional _____	1.00	\$60.00	\$60.00
INSTALL 1 OR 2 RECESSED CAN LIGHTS (NO BULBS) OVER THE KITCHEN SINK AREA, 3 IN THE KITCHEN, AND 1 IN THE BREAKFAST AREA. _____			
Light - Ceiling _____	1.00	STD	\$0.00
INSTALL DVS VANITY LIGHTS IN BOTH BATHS. INSTALL RECESSED CAN LIGHTS (NO BULBS) THROUGHOUT THE HOME EXCEPT FOR THE BEDROOMS. BEDROOMS WILL HAVE CEILING FAN READY LOCATIONS AND NO OVERHEAD LIGHTS. _____			
MISC - ELEC			
Detector - Carbon Monoxide & Smoke _____	1.00	PKG	\$0.00
Exterior - 40 AMP A/C J-Box w/GFI _____	1.00	\$320.00	\$320.00
Exterior - Recept _____	1.00	STD	\$0.00
TOTAL OF 2 _____			
THERMAL			
INSULATION			
Insulation - Ceiling R25 _____	1.00	STD	\$0.00
Insulation - Exterior Wall R19 _____	1.00	PKG	\$0.00
Insulation - Floor R22 _____	1.00	STD	\$0.00



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Quote

Quote No: 2021-591142-00
Quote Date: 11/08/2021
Purch. Order No:
Model No: 110VS24403A
Serial No:

Part Number/Description	Qty.	Price	Extension
Sidewalls - 2" x 6"	128.00	\$9.50	\$1,216.00
MISC - THRML			
Thermal - Zone 2 (25-19-22)	1.00	STD	\$0.00
EXTERIOR			
SIDING TYPE - EXT			
Siding - Cempanel	1.00	PKG	\$0.00
Siding - Smart Panel	1.00	STD	\$0.00
Ship Loose - 4" Exterior Bottom Trim	1.00	PKG	\$0.00
EAVES & OVERHANGS			
Eaves - 12"	80.00	\$9.00	\$720.00
Overhang - Front & Rear - 12"	1.00	STD	\$0.00
DORMER			
ROOF LOAD			
Roof Load - 30 lb	1.00	STD	\$0.00
Roof - Trusses on 24" Centers	1.00	STD	\$0.00
ROOF TYPE			
Roof - Architectural Shingles	946.00	\$0.70	\$662.20
Roof - Ventilaire 4 System	1.00	PKG	\$0.00
Note - Truss	1.00	STD	\$0.00
<hr/>			
CA21			
<hr/>			
MISC - EXT			
Fascia - Cem Panel w/ Cem Panel Soffit	1.00	STD	\$0.00
DOORS & WINDOWS			
FRONT DOOR			
Door - Exterior - Fiberglass 3-0	1.00	STD	\$0.00
<hr/>			
S205			
<hr/>			
Door - Exterior - Jamb 6"	1.00	PKG	\$0.00
REAR DOOR			
Door - Exterior - Fiberglass 2-8	1.00	STD	\$0.00
Door - Exterior - Jamb 6"	1.00	PKG	\$0.00
MISC - DOOR			
EXTERIOR WINDOWS			
Window - 36 x 8 Vinyl	2.00	\$150.00	\$300.00
<hr/>			
OPTIONAL BATHROOM WINDOWS			
<hr/>			



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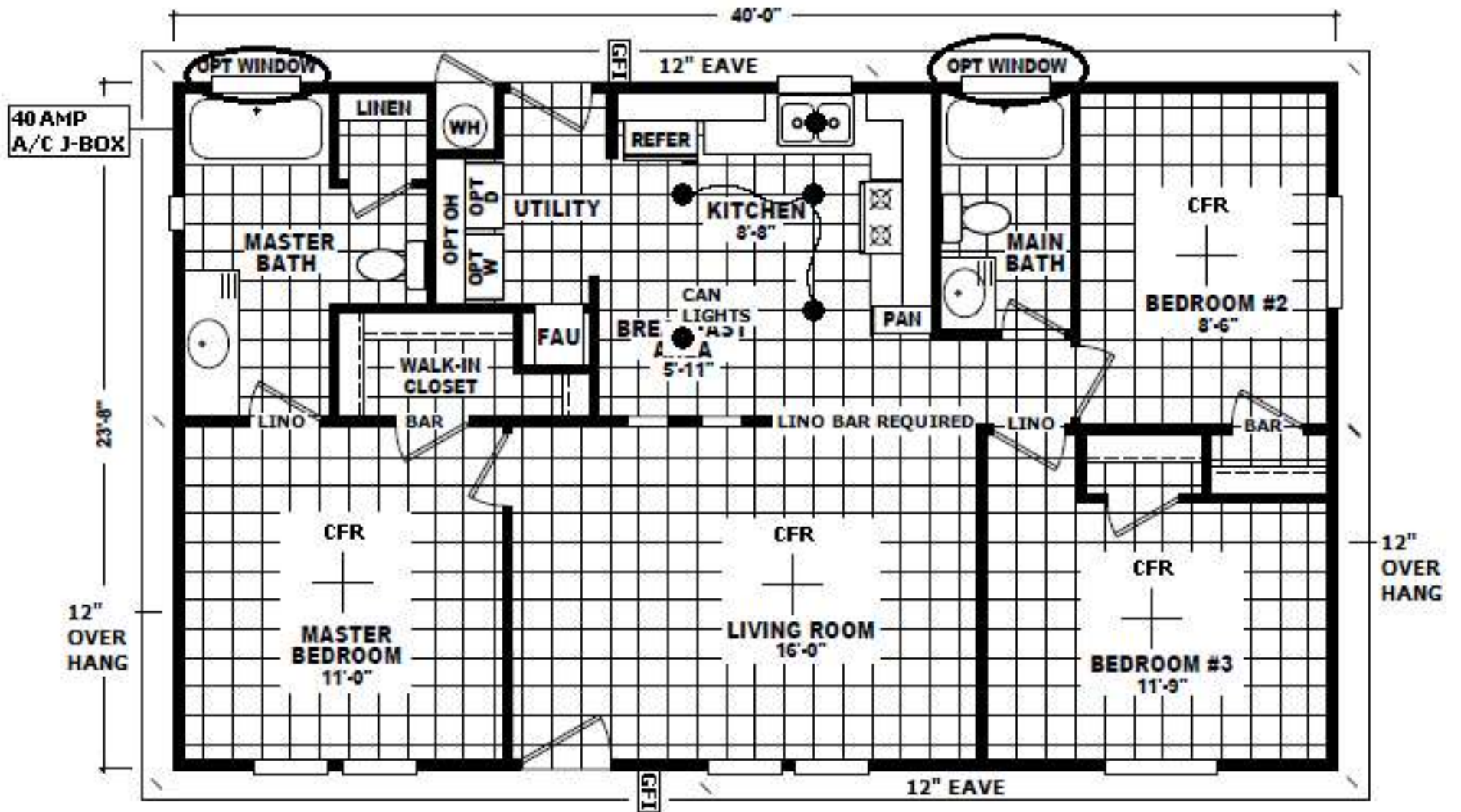
Quote

Quote No: 2021-591142-00
Quote Date: 11/08/2021
Purch. Order No:
Model No: 110VS24403A
Serial No:

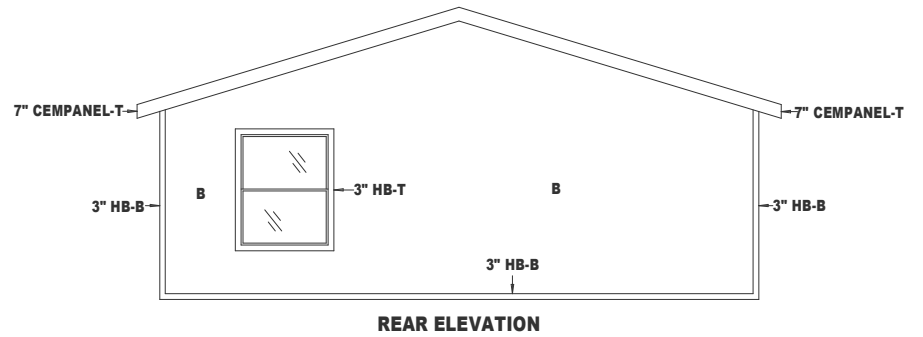
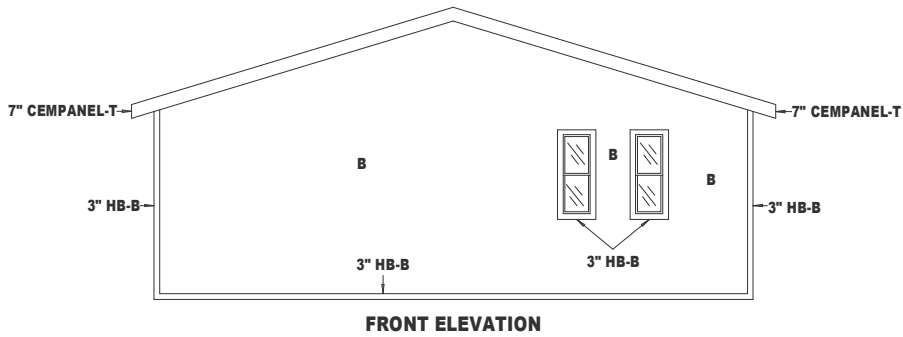
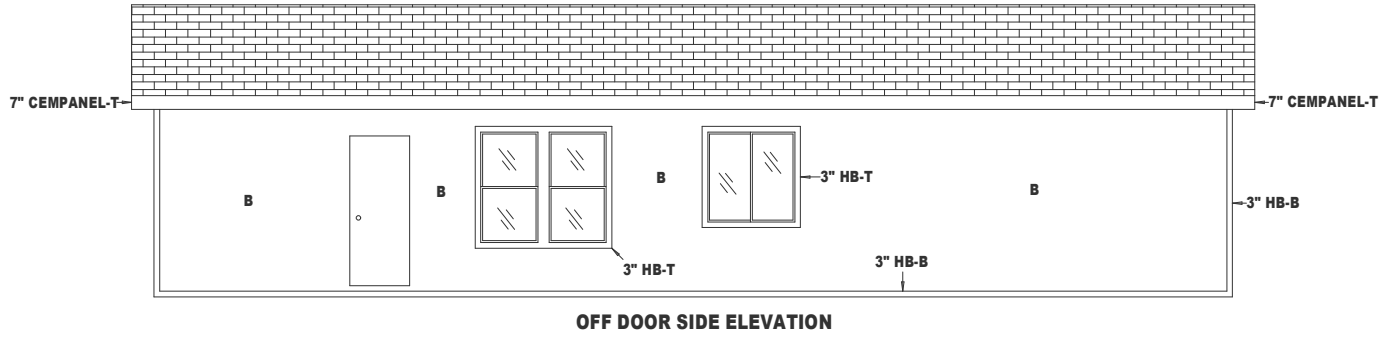
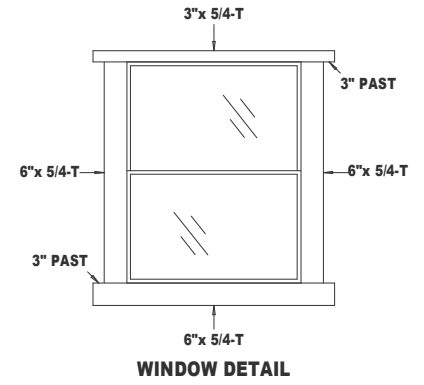
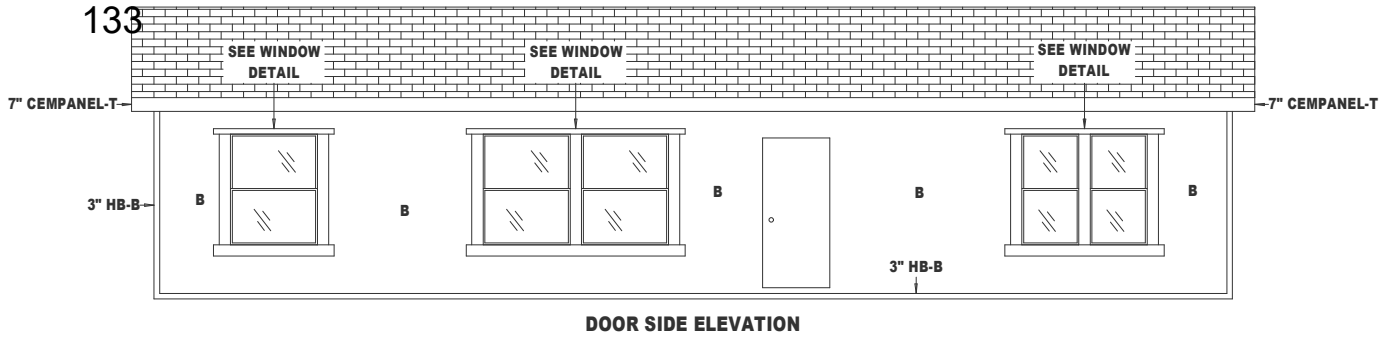
Part Number/Description	Qty.	Price	Extension
Window - Vinyl WUI	1.00	PKG	\$0.00
MISCELLANEOUS			
SHP LSE			
Ship Loose - 4" Exterior Bottom Trim	1.00	PKG	\$0.00
MISC - ITEMS			
Retailer Freight Allowance	-2	\$450.00	-\$900.00
MCC-Customer Care	1	\$600.00	\$600.00
<hr/>			
CAVCO ON-SITE			
<hr/>			
CA GAS FURNACE TAX	1	\$150.00	\$150.00
<hr/>			
12-14-2021 PRICING			
<hr/>			
National Dues	1	\$35.00	\$35.00
HUD Fees (Multi)	1	\$302.00	\$302.00
State Fees 1	1	\$200.00	\$200.00
Invoice Tax on Home, Misc & Options	1	\$6250.00	\$6250.00

Retailer's Signature **Date**
All prices and specifications are subject to change without notice. Sales tax, if applicable, will be added at invoicing. Confirmation to be sent to manufacturing center by return mail or fax. Retailer to report any corrections required to the manufacturing center immediately. Applicable materials used in this structure comply with EPA TSCA Title VI.

Options Total: \$15,228.30
Quote Total: \$121,707.30



MODEL: DVS-2440A
 APPROXIMATELY 946 SQ. FT.
 3 BEDROOM, 2 BATH



**DURANGO
ELEVATION: DVS-200**



Manufactured Home Sales of California
 2805 Theatre Drive
 Paso Robles, CA 93446
 Office: (805) 239-3460 Fax: (805) 239-3484

Estimated Cost

Date: <u>1/14/2021</u>	Salesperson: <u>Kelli Shetler</u>
Name: <u>Scott Young, San Miguel Fire Dept.</u>	Email: _____
Phone: <u>805-467-3388</u>	Cell: _____
Address: _____	
City/State/Zip: <u>San Miguel, Ca 93451</u>	
Site Address: <u>1150 Mission St.</u>	APN: _____
Park Name: _____	Space #: _____
Manufacturer: <u>Silvercrest</u>	Model: <u>BD03</u> Year: <u>2022</u>
Length: <u>40'</u> Width: <u>23'8"</u>	STK/FO: <u>FO</u> Serial# <u>FO</u>

Factory Options

Quote 014106 Revision 1	\$28,198.31
Subtotal:	
7.25%	\$1,533.28
Total:	\$29,731.59

Dealer Accessories

Skirting	128'	Vertical			\$6,144.00
Step 1	Doug Fir	up& in			\$2,700.00
Step 2	Doug Fir	up& in			\$2,700.00
Tie down foundation system included					
Taxable					\$11,544.00
Nontaxable					\$0.00
Sales Tax 7				7.25%	\$836.94
Total:					\$12,380.94

Site Work/Foundation/Pull Out:

Prep site/ Add Class II Base	TBD
Compacted	

Total:

Base Price	\$139,879.00
Factory Opt	\$29,731.59
Dealer Acc	\$11,544.00
Subtotal	\$181,154.59
Sales Tax:	\$836.94
STD Delivery:	Included
STD Set-Up:	Included
Insurance:	Buyer
Site Work:	Buyer
Patrol Escort:	na
Escrow Fees:	\$825.00
HCD Fees:	\$118.00
School Fees:	Buyer
State Permit:	Buyer
MHSOC Permit:	na
Subtotal	\$1,779.94

Total Cash Price **\$182,934.53**

Site Info:

Subject to site inspection

Prices are subject to change without notice and are subject to owner/manager approval.

Champion Home Builders, Inc.
299 N. Smith Ave
Corona, CA 92880 USA
Phone: 800.382.0709
Phone No. 800.382.0709
Fax No. 951.737.8836



Quote - Revision 1
No.: QT014106

Quote Date: 01/13/22
Retailer P.O.:
Order Type: Retail
Retail Customer: SAN MIGUEL FIRE
Req. Del. Date:
Zone Manager: Ron Hunt
Brand: BRADFORD
Model No.: BD03-4026
Base Home: 40x26 3BD 2BA
Model Year: 2022
Model Size: 40'0" X 26'8"
Construction Type: HUD

Bill To: 2177CA
Manufactured Home Sales of CA,
Manufactured Home Sales of CA,
2805 Theatre Dr.
Paso Robles, CA 93446

Sell To: 2177CA
Manufactured Home Sales of CA,
Manufactured Home Sales of CA,
2805 Theatre Dr.
Paso Robles, CA 93446
KELLI SHETLER

Shipping Agent:
Shipping County: SAN LUIS OBISP
FOB: Factory

Feature	Option	Variant	Description	Quantity	Ext. Price
Miscellaneous					
OTHER	OP000001		SUBSTITUTION DISCLAIMER <i>DUE TO THESE UNUSUAL TIMES BEYOND OUR CONTROL, CERTAIN MATERIALS MAY NOT BE AVAILABLE AT THE TIME OF PRODUCTION AND MAY NEED TO BE SUBSTITUTED AND/OR CHANGED. IN THE CASE THAT THIS HAPPENS, ANY CHANGES WILL BE COMMUNICATED TO THE DEALER THROUGH A SILVERCREST CHANGE ORDER FORM.</i>	1	
OTHER	OP000010		SPECIAL INSTRUCTIONS/NOTES	1	
Construction					
ENERGYSTAR PLAN	OP000013 OP000018		ENERGY STAR CERTIFICATION AWNING COMPLIANT <i>This home is awning compliant for a lightweight awning in designated areas. Maximum 40# roof load.</i>	1 1	OP000011-C
PLAN	OP000025		MH/SPRINKLER/'WUI' VERIFICATON ** FOLLOWING MUST BE ANSWERED BY DEALER PRIOR TO RELEASE OF HOME ** ***** *** YES ___ / NO ___ THIS HOME DOES REQUIRE MH ADVANTAGE (LAND HOME ONLY) YES - THIS HOME DOES SPRINKLERS YES - THIS HOME DOES REQUIRE "WUI"	1	
PLAN	OP000028		UTILITY LOCATION VERIFICATION STANDARD UTILITY LOCATION IS REAR 1/3 OF 'A' UNIT UNLESS OTHERWISE SPECIFIED - YES ___ / NO ___ THE UTILITY LOCATIONS ON THIS HOUSE HAVE BEEN VERIFIED	1	
STRETCHWD	OP907700		REDUCE STAND WIDTH UNDER 1400	1	-3,000.00
OTHER	OP000011		ENERGY STAR PACKAGE <i>All vinyl windows & doors sealed on interior and exterior, Marriage line perimeter gasket seal, Bottom board penetrations sealed, Caulking seal at plumbing & electrical penetrations - walls and floors.</i>	1	

Feature	Option	Variant	Description	Quantity	Ext. Price
Construction Continued ...					
OTHER	OP000020		"WUI" COMPLIANT REQUIRES THE FOLLOWING MODIFICATIONS - OPTIONAL METAL ROOF VENTS - WUI COMPLIANT OPTIONAL TEMPERED WINDOWS - WUI COMPLIANT STANDARD EXTERIOR DOORS - WUI COMPLIANT STANDARD SIDING/EXTERIOR WALL CONSTRUCTION	1	
Frame					
AXLETYPE	SO106800		STD TOPMOUNT SPRINGS	1	Standard
FRAMETYPE	SO100015		NON PERIMETER BLOCK/NON FOUND	1	Standard
Floor					
FLRINS	SO141047		R-22 FIBERGLASS INSULATION	1	OP000011-C
FLRJOIST	SO110001		2" X 6" FLOOR FRAME - STD	1	Standard
FLRDECK	SO116606		3/4" T&G FLOOR DECKING	1	Standard
Floor Covering					
CARPET	OP200026		OMIT SPLURGE CARPET (P/SY)	90	-630.00
CARPETPAD	OP200018		OMIT 1/2" PAD	3	-120.00
VINYL	OP216340	SELECT VARIANT	ADD LINOLEUM	90	1,278.00
LINO T/O					
- INCLUDE TRANSITION BAR(S)					
DININGROOM	SO216010	SELECT VARIANT	LINOLEUM FLOORING - BEAUFLOR	1	
KITCHEN	SO216010	SELECT VARIANT	LINOLEUM FLOORING - BEAUFLOR	1	Standard
MBATH	SO216010	SELECT VARIANT	LINOLEUM FLOORING - BEAUFLOR	1	Standard
UTILITY	SO216010	SELECT VARIANT	LINOLEUM FLOORING - BEAUFLOR	1	Standard
SECBATH	SO216010	SELECT VARIANT	LINOLEUM FLOORING - BEAUFLOR	1	Standard
ENTRY	SO216303	SELECT VARIANT	LINO IN ENTRYWAY	1	
Plumbing/Heating					
FURNACE	SO275007		HI-EFFICIENCY GAS FURNACE	1	OP000011-C
WH	SO250610		30 GAL. GAS WH	1	Standard
WTRLINES	SO281955		PEX WATER LINES	1	Standard
WASHDRYER	OP260879		PLUMB WSHR/GAS/ELEC.DRYR BD	1	90.00
OTHER	OP270636		DIGITAL SET BACK THERMOSTAT	1	OP000011-C
OTHER	OP281548		SPRINKLER SYSTEM (DOUBLE)	1	3,986.00
- INCLUDES SPRINKLER COMPARTMENT W/ACCESS PANEL					
- EXTERIOR ACCESS AVAILABLE					
- HOME ADDRESS REQUIRED FOR SPRINKLER PACKAGE REQUEST					
- HOME DISTANCE FROM A FIRE HYDRANT _____ FEET					
Electrical					
MAINPANEL	SO350020		100 AMP SERVICE	1	Standard
ELECTRICAL CALCULATION WILL BE DERIVED BASED ON ALL ELECTRICAL STANDARDS/OPTIONS TO ENSURE THAT THE SPECIFIC AMPERAGE FOR THIS HOME IS NOT EXCEEDED.					
BASED ON CALCULATION - OPTIONS COULD BE SUBJECT TO CHANGE					
ACPREP	OP365481		50 AMP CIRCUIT FOR A/C	1	OP901620-C
SWITCHES	SO366255		ROCKER SWITCHES/RECEPTS T-OUT	1	Standard
GFI RECEPT	OP360870		ADDITIONAL GFI OUTLET	1	OP901620-C

Feature	Option	Variant	Description	Quantity	Ext. Price
Electrical Continued ...					
GFIRECEPT	SO360865		GFI EXTERIOR RECEPES	2	Standard
			<i>(2) STANDARD EXTERIOR GFI'S</i>		
			<i>- FRONT ENTRY</i>		
			<i>- REAR DOOR</i>		
OTHER	OP901620		A/C READY PACKAGE	1	160.00
Walls					
EXTWALLS	OP126453		2X6 EXT WALLS W/ R19 - MULTIW	1	15.00
SWALLHT	SO116620		8' FLAT CEILINGS	1	Standard
Roof					
ROOFLOAD	SO131910		20# ROOF LOAD	1	Standard
FRONTOH	SO130700		STD OVERHANG	1	Standard
			<i>STANDARD 12" FRONT O'HANG</i>		
			<i>-</i>		
REAROH	OP138050		ROOF MODIFICATION OPTION	265	265.00
			<i>ADD 12" REAR OH</i>		
OTHER	OP137550		METAL ROOF VENTS	9	360.00
			<i>- WUI COMPLIANT</i>		
ROOFSHEATH	SO136712		OSB SHEATHING	1	Standard
EAVES	OP130723		ADD EAVE UP TO 12"	80	800.00
			SPECIAL NOTE		
			CHECK SHIPPING WIDTH WHEN ADDING EAVES		
			-IF HOME IS OVER WIDTH - ALL BRAKE AXLES ARE REQUIRED		
			-ADD OPTION - CONSTRUCTION / OTHER / HOME TO SHIP AS 16' (\$418 PER FLOOR)		
			(ANY FLOOR OVER 14' WIDE IS CONSIDERED TO BE OVERWIDTH)		
ROOFINS	SO480436		R-33 BLOWN INSULATION	1	OP000011-C
			<i>ENERGY STAR STANDARD WITH FLAT CEILINGS ONLY</i>		
Exterior					
SHINGLES	SO406290	SELECT VARIANT	HERITAGE 30 YR ARCH. SHINGLE	1	Standard
SIDING	SO400100	SELECT VARIANT	CEMENT VERTICAL SIDING	1	Standard
SHUTTERS	SO401929	SELECT VARIANT	CRAFTSMAN STYLE SHUTTER	1	Standard
FASCIA	SO406733	SELECT VARIANT	8" HARDBOARD FASCIA	1	Standard
TRIM	SO406740	SELECT VARIANT	4" HARDBOARD TRIM	1	Standard
Exterior Doors					
FRONTDOOR	SO420005		ENTRY DOOR DE-21	1	Standard
REARDOOR	SO425815		DE-23 DOOR	1	Standard
LOCKSET	SO426130	SELECT VARIANT	STD BALL ENTRY DOOR HARDWARE	2	Standard
Windows					
EXTERIOR	SO410005		D/G VINYL LOW E WNDWS	1	Standard
OTHER	OP410060		'WUI' WINDOWS	975	975.00
			<i>\$75.00 SMALL WINDOWS - \$225</i>		
			<i>\$150.00 LARGE WINDOWS - \$750</i>		

Feature	Option	Variant	Description	Quantity	Ext. Price
Cabinets					
THROUGHOUT	SO500060	SELECT VARIANT	HARDWOOD CABINETS <i>W/STANDARD FINGER PULLS</i> <i>(IF CABINET DOOR HARDWARE IS OPTIONED IN - FINGER PULLS WILL BE OMITTED)</i>	1	Standard
WASHOVHD	SO552121		UTILITY SHELF	1	Standard
OTHER	SO505748		ADJ. SHELVES IN O/H CABS	1	Standard
OTHER	SO505850		DRWR OVER DOORS IN KITCHEN <i>KITCHENS ONLY</i>	1	Standard

Cabinet Doors

THROUGHOUT	SO508010	SELECT VARIANT	'VERANDA' CABINET DOORS <i>W/STANDARD FINGER PULLS</i> <i>(IF CABINET DOOR HARDWARE IS OPTIONED IN - FINGER PULLS WILL BE OMITTED)</i>	1	Standard
HARDWARE	SO505866		HIDDEN HINGES W/SOFT CLOSE <i>ALL CABINET DOORS</i>	1	Standard

Countertop

KITCHEN	SO517939	SELECT VARIANT	CORIAN STANDARD <i>CORIAN COUNTERTOPS / 4" CORIAN BACKSPLASH / 'SQUARE' OR 'FULL ROUND' EDGE</i> <i>- DOES NOT INCLUDE BEHIND THE RANGE OR WINDOW SILL</i>	1	Standard
MBATH	SO517939	SELECT VARIANT	CORIAN STANDARD <i>CORIAN COUNTERTOPS / 4" CORIAN BACKSPLASH / 'SQUARE' OR 'FULL ROUND' EDGE</i> <i>- DOES NOT INCLUDE BEHIND THE RANGE OR WINDOW SILL</i>	1	Standard
SECBATH	SO517939	SELECT VARIANT	CORIAN STANDARD <i>CORIAN COUNTERTOPS / 4" CORIAN BACKSPLASH / 'SQUARE' OR 'FULL ROUND' EDGE</i> <i>- DOES NOT INCLUDE BEHIND THE RANGE OR WINDOW SILL</i>	1	Standard

Appliances

RANGE	SO450005	SELECT VARIANT	GAS-WHIRLPOOL #WFG320MOB <i>INCLUDE PROPANE ORIFICES - SHIP LOOSE</i>	1	Standard
REFER	SO460010	SELECT VARIANT	18CU FT FRIDGE WRT318FZDW <i>WHIRLPOOL - 18.2 CU FT TOP FREEZER REFRIGERATOR</i> <i>- GLASS SHELVES</i> <i>- ADD OPTIONAL EZ CONNECT ICEMAKER KIT? YES _____ NO _____</i> <i>(OPTIONAL ICEMAKER KIT INCLUDES PLUMBING)</i>	1	Standard
DISHWSHR	OP000016		NONE	1	Standard
GARBDISP	OP000016		NONE	1	Standard
RNGHOOD	OP480430	SELECT VARIANT	MICRO/HOOD WHRLPL #WMH31017H	1	360.00
OTHER	OP000002		APPLIANCE DISCLAIMER	1	

Due to appliance availability at the time of production, appliance design or model numbers are subject to change to an item of similar quality and value. Silvercrest reserves the right to substitute a comparable appliance model on this home without notification.

Kitchen

SINK	SO526679		DEEP STAINLESS STEEL SINK <i>- SURFACE MOUNTED</i>	1	Standard
FAUCET	SO522005		KIT FAUCET DH CHROME - MOEN	1	Standard

Feature	Option	Variant	Description	Quantity	Ext. Price
Master Bath					
SINK	SO627643		TOP MOUNT CHINA LAVY SINK	1	Standard
	- TOP MOUNTED				
SINKFAUCET	SO621000		LAVY FAUCET DH CHROME - MOEN	1	Standard
TUB	OP620005		60" FIBERGLASS TUB/SHOWER	1	Standard
TUBFAUCET	SO627910	SELECT VARIANT	T/S VALVE SINGLE LEVER	1	Standard
TOILET	SO620999		ELONGATED TOILET	1	Standard
VENTFAN	SO620670		CEILING VENT FAN	1	Standard
MEDCAB	SO625463		MED. CAB.- BEVELLED EDGE	1	Standard
OTHER	SO621501	SELECT VARIANT	TOWEL BAR/PAPER HOLDER	1	Standard
Second Bath					
SINK	SO627643		TOP MOUNT CHINA LAVY SINK	1	Standard
	- TOP MOUNTED				
SINKFAUCET	SO621000		LAVY FAUCET DH CHROME - MOEN	1	Standard
TUB	OP620005		60" FIBERGLASS TUB/SHOWER	1	Standard
TOILET	SO620999		ELONGATED TOILET	1	Standard
TUBFAUCET	SO627910	SELECT VARIANT	T/S VALVE SINGLE LEVER	1	Standard
VENTFAN	SO620670		CEILING VENT FAN	1	Standard
OTHER	SO621501	SELECT VARIANT	TOWEL BAR/PAPER HOLDER	1	Standard
Lighting					
DININGROOM	SO706303	SELECT VARIANT	CHANDELIER 3-ARM #155010	1	Standard
FRONTHALL	SO700766		LED RECESSED CAN LIGHT - 4"	1	
KITSINK	SO700766		LED RECESSED CAN LIGHT - 4"	1	
KITCHEN	OP700793		LED 4" CAN LIGHT	3	225.00
KITCHEN	SO700766		LED RECESSED CAN LIGHT - 4"	1	Standard
MBATH	SO700215	SELECT VARIANT	BATH BAR	1	
SECBATH	SO700215	SELECT VARIANT	BATH BAR	1	
UTILITY	SO700766		LED RECESSED CAN LIGHT - 4"	1	Standard
FRTDOOR	SO700281	SELECT VARIANT	FRONT ENTRY LIGHTING	1	Standard
REARDOOR	SO700240		EXTERIOR LIGHT #81482 WHITE	1	Standard
CLGFAN	OP710900		WIRE & BRACE FOR CEILING FAN	4	272.00
	@ MASTER BEDROOM				
	@ LIVING ROOM				
	@ BEDROOM #2				
	@ BEDROOM #3				
MBEDCLST	SO700766		LED RECESSED CAN LIGHT - 4"	1	Standard
Interior					
BASEMLDG	SO750685		3-1/2" BASEBOARD T-OUT	1	Standard
CRWNMOLDNG	SO750686		ALTA COLONIAL FLAT MOLDING STD	1	Standard
	3" COVE MOLDING T/O				
	- EXCEPT @ CLOSETS				
WALLFIN	SO752890		ORANGE PEEL TEXTURE	1	Standard
DRYWALL	OP756380		SQUARE DRYWALL CORNERS	1	Standard
WINMLDG	SO406495		WOOD WINDOW CASING T-OUT	1	Standard
	CASED WINDOWS THROUGHOUT				
	- EXCEPT FOR TUB AND OR SHOWER AREAS				
PAINT	SO752925	SELECT VARIANT	INTERIOR WALL COLOR	1	Standard
	INCLUDES CEILINGS				

Feature	Option	Variant	Description	Quantity	Ext. Price
Interior Doors					
DOORS	OP760010		CAMDEN 2-PANEL PASSAGE DOORS	1	Standard
LOCKSET	SO767005	Satin Nickel	STANDARD LEVER HARDWARE	1	Standard
Shipped Loose Material					
OTHER	OP857105		ORIFICES TO CONVERT TO PROPANE	1	
Window Covering					
BLINDS	SO800100	White	2" FAUX WOOD BLINDS	1	Standard
Inflation Protection Plan					
DISCLOSURE	OP100503		IPP-DISCLOSURE	1	
			<p><i>The quoted price for this home will not be finalized until 10 weeks prior to production (the "10-Week Quote") and is subject to an Inflation Protection Plan ("IPP") at the time of invoicing. The 10-Week Quote will include an IPP surcharge of 10% above our base price plus any other surcharges in effect at that time. The final invoice price will be adjusted in accordance with the IPP, but Retail Sold homes will not exceed the 10-Week Quote.</i></p>		
MISCELLANEOUS CHARGES					
SURCHARGE	OP869424		MATERIAL SURCHARGE	946	13,717.00
WARRANTY	OP867560		Silvershield Protection Plan 2	1	0.00
DUES	OP869020		State Fees CMHI (CA) HUD	1	200.00
DUES	OP869015		MHI Dues	1	75.00
DUES	OP868025		HUD LABEL FEE - 2W	1	360.00
INFLATION	OP869058		INFLATION PROTECTION PLAN	8,810.31	8,810.31

Feature	Option	Variant	Description	Quantity	Ext. Price
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Requested By: KELLI SHETLER

It is the retailer's responsibility to verify the options and the pricing of the home.

Champion Home Builders, Inc. reserves the right to make changes at anytime in prices and specifications without notice and/or obligation.

SIGNED X _____

DATE _____

OPTION TOTAL	\$	5,036.00
MISCELLANEOUS CHARGES	\$	23,162.31
SALES TAX (IF APPLICABLE)	\$	0.00

.....	\$	0.00
TOTAL FREIGHT CHARGES	\$	0.00

Modified Date: 01/13/22 Date/Time Printed: 01/13/22 02:59 PM Modified By: RHUNT

\$28,198.31

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Baldwin Electric Service

7930 Santa Rosa Road
Atascadero, Ca. 93422
CA State Lic. 769015
hbaldwin1213@yahoo.com

Estimate

Date	Estimate #
2/3/2022	1

Name / Address
San Miguel Community Services District P.O. Box 180 San Miguel, CA 93451

Project

Description	Qty	Rate	Total
Labor	1	3,440.00	3,440.00
Materials	1	2,445.23	2,445.23
<p>For the installation of conduit on outside wall of fire station to opposite side of station, with under ground stubbing up to a service disconnect to feed temporary housing. Installing copper wire in conduit and terminating wire at disconnect. Wire will be fed from feeders that went to old proposed living quarters.</p> <p>Price of materials are only good for 24hrs. due to current volatility of the material market.</p> <p>Any trenching will have to be done by others.</p> <p>I am willing to due the labor at time only not to exceed the estimated labor quote.</p> <p>If materials are purchase by the CSD this will also save you, which I am okay with.</p> <p>This estimate should give you a good idea of the cost to connect power to the temporary housing unit.</p>			
		Total	\$5,885.23

Fire Prevention

From: Kelly Dodds
Sent: Thursday, January 20, 2022 3:50 PM
To: Fire Prevention
Cc: Rob Roberson
Subject: RE: Temp Housing Unit

Scott

Per your request I estimate the cost to install a new sewer lateral and water lateral from the existing District mains to your Temporary Housing Unit.

I estimate that it will cost approximately \$5,281 including all materials, labor and equipment to perform the installation. If you choose to have us perform the work, it will be at time and materials to provide the best overall cost to you.

Regarding the sewer lateral. The existing sewer line in Mission street is approximately 34" deep at the proposed tie in location. Given the proposed finish pad elevation at the building, at a 1/8" per foot rise, an approximate 3' cover should still be able to be maintained, so a sewer lift pump station should not be necessary.

Please let me know if you have any questions or would like to discuss further.

Thank You

Kelly Dodds
Director of Utilities
San Miguel Community Service District
Machado Wastewater Treatment Facility- CPO
Po Box 180
1150 Mission Street
San Miguel CA 93451
Main office Phone: 805-467-3388
Main office Fax: 805-467-9212
kelly.dodds@sanmiguelcsd.org

Please visit our new website to learn more about the San Miguel C.S.D. www.sanmiguelcsd.org

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From: Fire Prevention <fireprevention@sanmiguelcsd.org>
Sent: Thursday, January 20, 2022 11:49 AM
To: Kelly Dodds <kelly.dodds@sanmiguelcsd.org>
Cc: Rob Roberson <rob.roberson@sanmiguelcsd.org>
Subject: RE: Temp Housing Unit

Hello Kelly,

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Attached you will find a site grading plan and floorplan for the THU.

A point of connection shall be required within 5' of the building POC. The POC is adjacent to the water heater closet at the back of the structure.

The installation contractor shall perform the final connections.

The structure shall be equipped with a pre-engineered residential fire sprinkler system.

Please let me know if you need any additional information.

Sincerely,

Scott Young

Assistant Fire Chief /

Fire Prevention Officer

San Miguel Fire

805-467-3300

fireprevention@sanmiguelcsd.org

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From: Kelly Dodds <kelly.dodds@sanmiguelcsd.org>

Sent: Tuesday, January 18, 2022 6:03 PM

To: Fire Prevention <fireprevention@sanmiguelcsd.org>

Cc: Rob Roberson <rob.roberson@sanmiguelcsd.org>

Subject: RE: Temp Housing Unit

Hi Scott

I would be happy to provide you with an estimate.

Please provide the following;

- A site plan with grade lines for this project
- Whether we will be providing stubs for a contractor to connect to or if we will be connecting to the modular unit
 - If connecting to the unit where the connections will be. (Looks like the water heater is on the back side so I imagine near there.)
- What the requirements for the fire sprinkler system will be, (IE: NFPA 13D or NFPA 13)

I'm sure you don't have final plans so whatever you provide will be the basis for the estimate. We can update it when you are close to construction, I cant see it changing too much.

Thank You

Kelly Dodds

Director of Utilities

San Miguel Community Service District

Machado Wastewater Treatment Facility- CPO

145

Po Box 180

1150 Mission Street

San Miguel CA 93451

Main office Phone: 805-467-3388

Main office Fax: 805-467-9212

kelly.dodds@sanmiguelcsd.org

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From: Fire Prevention <fireprevention@sanmiguelcsd.org>

Sent: Tuesday, January 18, 2022 4:24 PM

To: Kelly Dodds <kelly.dodds@sanmiguelcsd.org>

Cc: Rob Roberson <rob.roberson@sanmiguelcsd.org>

Subject: Temp Housing Unit

Hi Kelly,

Could you provide a cost to connect the proposed temp housing unit to the district's water and wastewater systems?

Please feel free to contact me for any questions

Scott Young

Assistant Fire Chief /

Fire Prevention Officer

San Miguel Fire

805-467-3300

fireprevention@sanmiguelcsd.org

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Board of Directors Staff Report

February 24th 2022

AGENDA ITEM: XI-6

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 3rd quarter 2021 testing the plant is out of compliance for a single sample and is out of compliance for the 6-sample average in regard to TDS, Sodium and Chloride

FLOW – In *January* the plant averaged 132,587 gallons per day (66% of hydraulic design capacity) with a max day of 159,285 gallons (80% of hydraulic design capacity)

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

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

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

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

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

AERATOR PROJECT

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

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

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

FUNDS EXPENDED

Total Costs incurred to date

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

GRANT FUNDING

Awarded

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

Applied for/ to

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

NEXT STEPS:*WWTF*

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

with the completion of the final design phase. Under our currently planned schedule, the District should plan on initiating the process of obtaining financing for the WWTP upgrade and expansion project during the third quarter of 2021, with the goal of having financing in place to advertise and award a construction project in 4th Quarter 2021.

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

AERATOR PROJECT

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

COUNT DOWN CLOCK

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

Time remaining— -9 months (We have met with the Waterboard to discuss the project progress and schedule.)

FISCAL IMPACT

No impact resulting from this information.

RECOMMENDATION

This item is for information and discussion only.

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

PREPARED BY:

Kelly Dodds

Kelly Dodds, Director of Utilities