



## BOARD OF DIRECTORS

Ashley Sangster, President                      Anthony Kalvans, Vice-President  
 John Green, Director                              Hector Palafox, Director                      Raynette Gregory, Director

## REGULAR MEETING AGENDA

June 25<sup>th</sup>, 2020

**6:00 P.M. Closed Session 7:00 P.M. Opened Session**  
**SMCSD Boardroom**

### IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

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

- The District offices are not opened to the public at this time
- 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:

**Written / Read Aloud:** Please email your comments to [tamara.parent@sanmiguelcsd.org](mailto: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](http://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:** (*change during “shelter at home”*) please see notice.

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

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

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

**I. Call to Order: 6:00 PM**

**II. Pledge of Allegiance:**

**III. Roll Call:** *Sangster* \_\_\_ *Kalvans* \_\_\_ *Green* \_\_\_ *Palafos* \_\_\_ *Gregory* \_\_\_

**IV. Approval of Regular Meeting Agenda:**

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

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

**A. CLOSED SESSION AGENDA:**

**1. CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation** Pursuant to Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*

**2. PUBLIC EMPLOYMENT**  
Title: Director of Utilities  
Pursuant to Government Code Section 54954.5

**3. PUBLIC EMPLOYMENT**  
Title: Board Clerk/Account Clerk Manager  
Pursuant to Government Code Section 54954.5

**4. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**

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

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

**Time:** \_\_\_\_\_

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

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

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

**VIII. Special Presentations/Public Hearings/Other:**

- 1. **PUBLIC HEARING:** To consider approving an Ordinance 02-2020 of the San Miguel Community Services District ("District") Board of Directors adopting a Solid Waste and Recycling Ordinance.
- 2. **PUBLIC HEARING:** Consider approving Resolution No 2020-25 confirming the 2020 Weed Abatement Cost Report and Authorizing Collection of the charges on the County Tax Rolls.

**Recommendation:** That the Board of Directors approve the Cost Report for the 2020 Weed Abatement Program (Exhibit "A" to **Resolution 2020-25**)

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

**M** \_\_\_\_\_ **S** \_\_\_\_\_ **V** \_\_\_\_\_

**IX. Staff & Committee Reports – Receive & File:**

**Non-District Reports:**

- |  |                 |
|--|-----------------|
| 1. San Luis Obispo County                                | No Report/Email |
| 2. Camp Roberts—Army National Guard (LTC Robert Horvath) | Attending       |
| 3. Community Service Organizations                       | SMFA Attending  |

**District Staff & Committee Reports:**

- |                             |                  |                 |
|-----------------------------|------------------|-----------------|
| 4. Interim General Manager  | (Mr. Roberson)   | Verbal          |
| 5. District General Counsel | (Mr. White)      | Verbal          |
| 6. District Engineer        | (Dr. Reely)      | Report Attached |
| 7. Director of Utilities    | (Mr. Dodds)      | Report Attached |
| 8. Fire Chief               | (Chief Roberson) | Report Attached |

**X. CONSENT CALENDAR:**

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

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

- a) 05-28-2020 Regular Board Meeting
- b) 06-11-2020 Special Closed Session Meeting

**XI. BOARD ACTION ITEMS:**

**1. Review, Discuss, Receive and File the Enumeration of Financial Report for May 2020 (Freeman)**

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

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**2. Review and authorize release of an RFP for Accounting Services.**

**Recommendation:** Authorize release of an RFP Accounting Services.

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**3. Consider Adoption of ORDINANCE 02-2020 SMCSO Solid Waste and Recycling Ordinance (Roberson)**

**Recommendation:** Adopt Ordinance 02-2020 SMCSO Solid Waste and Recycling

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**4. Review and approve Resolution 2020-22 assuming the responsibility for maintenance of landscaping in specific areas within the San Miguel Community. (Dodds)**

**Recommendation:** Approve Resolution 2020-22 assuming the responsibility for maintenance of landscaping in specific areas within the San Miguel Community.

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**5. Review and approve RESOLUTION 2020-19 authorizing the Director of Utilities to negotiate the purchase of a light duty truck for the utilities department in an amount not to exceed \$35,000. (Dodds)**

**Recommendation:** Approve resolution 2020-19 authorizing the Director of Utilities to negotiate the purchase of a light duty truck for the utilities department in an amount not to exceed \$35,000.

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**6. Consideration and Approval of RESOLUTION 2020-26 requesting consolidation of the San Miguel Community Services District’s Biennial Election with County’s November 3, 2020 Consolidated General Election.**

**Recommendation:** Review and adopt Resolution 2020-26 consolidation of the San Miguel CSD Biennial Election with SLO County.

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**7. 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)

**8. 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.

**9. Review and approve RESOLUTION 2020-27 authorizing the Interim General Manager/Fire Chief to enter into a 10-year lease agreement with South Coast Equipment and PNC Equipment Finance for the acquisition a Type III; Model 34-F Pierce Wildland Fire apparatus for a total lease amount of \$471,919. (Roberson/Young)**

**Recommendation:** Approve RESOLUTION 2020-27 to authorizing the Interim General Manager/Fire Chief to enter into a lease agreement for the acquisition a Type III; Model 34-F Pierce Wildland Fire apparatus with South Coast Equipment and PNC Equipment Finance for a total amount of \$471,919.

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**XII. BOARD COMMENT:**

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

**XIII. ADJOURNMENT TO NEXT REGULAR MEETING:****ATTEST:**

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

I, Tamara Parent, Board Clerk/Accounts Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on June 19, 2020

Date: June 19, 2020

Rob Roberson Rob Roberson, Fire Chief/Interim General Manager

**Ashley Sangster**, SMCSO Board President

**Tamara Parent**, Board Clerk/ Accounts Manager



## SAN MIGUEL COMMUNITY SERVICES DISTRICT

### NOTICE OF PUBLIC HEARING

AN ORDINANCE OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS ADOPTION OF AN ORDINANCE 02-2020 PERTAINING TO SOLID WASTE AND RECYCLING REGULATIONS AND ENFORCMENT.

**NOTICE IS HEREBY GIVEN THAT THE**, San Miguel Community Services District (“District”) Board of Directors will hold a public hearing on:

**Thursday, June 25<sup>th</sup>, 2020, at 7:00 P.M.**, or soon thereafter, **in the Board of Directors’ Chambers located at 1150 Mission Street, San Miguel, CA.** to consider the adoption and of the San Miguel Community Services District pertaining to solid waste and recycling regulations and enforcement.

The District has long provided collection services for solid waste and recycling for properties within the District. The District has determined that periodic collection and disposal of these categories of waste benefits all residents and occupants of the District. The District further mandates that private premises within the District may not fail to dispose of solid waste, debris, or inoperable vehicles from the property. To achieve the goal of safety and orderliness of properties within the District, owners of all developed properties in the District are mandated to properly use the District’s collection and disposal service and pay reasonable fees assessed by the District or its Franchisee/s for the service.

If an owner or occupant fails to properly dispose of waste or recyclables or allows such to collect on the property within the District, the District manager is empowered to notify the owner, his or her agent or person in control of the premises to direct the removal of the waste or recyclables.

If an owner fails to pay for the service, the District or its Franchisee/s may seek to collect the fees through reasonable means including written notices or demands, placing the charges on the following year’s tax roll of the respective property, or commencing an action in court to order the owner to pay the fees and costs of suit, including reasonable attorneys’ fees. The initiation of a lawsuit would only occur with Board review and approval.

The proposed ordinance here renews and makes minor modifications to the ordinance previously in existence in the District, including the right of the District to abate any property, not in compliance with the ordinance, and make specific collection efforts for unpaid fees.

**ALL INTERESTED PARTIES** are invited to attend the June 25th, 2020, public hearing to express opinions or submit evidence for or against the approval of the ordinance. At the above noted time and place, testimony from interested persons will be heard and considered by the San Miguel Community Services District Board of Directors before taking action or making any recommendation on the proposed ordinance. On request, the agenda and the documents in the hearing agenda packet can be made available to persons with a disability. In compliance with the Americans with Disabilities Act, the San Miguel Community Services District encourages those with disabilities to participate fully in the public hearing process. Any person requiring special assistance to participate in the meeting should notify the Board Clerk by calling 805-467-3388 or in person at 1150 Mission Street, San Miguel, CA, at least forty-eight (48) hours before the meeting.

Interested individuals will be given an opportunity to speak in favor or opposition to the above proposed action. Written comments are also acceptable, if submitted or delivered to the Board Clerk at the District's Office (1150 Mission Street, San Miguel, CA) prior to the public hearing. If a challenge to the above proposed action is made in court, persons may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the District before the meeting.

Copies of the proposed ordinance are available for public review at the District Office (1150 Mission Street, San Miguel, CA) or may be found on the district website, [www.sanmiguelcsd.org](http://www.sanmiguelcsd.org). Any additional questions should be directed to the Board Clerk at 805-467-3388, or stop by the office at 1150 Mission Street, San Miguel, CA.

District Contact information: [www.sanmiguelcsd.org](http://www.sanmiguelcsd.org) or 805-467-3388

**BY THE ORDER OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS. - Rob Roberson, Interim District General Manager**



**ORDINANCE NO. 02-2020**

**AN ORDINANCE OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT  
ADOPTING THE SAN MIGUEL COMMUNITY SERVICES DISTRICT  
SOLID WASTE AND RECYCLING REGULATIONS**

**WHEREAS**, Government Code sections 61060 and 61100 authorize the San Miguel Community Services District (“District”) to adopt by ordinance and enforce rules and regulations for the administration, operation, and use and maintenance of the District’s solid waste and recycling system; and

**WHEREAS**, the District seeks to establish a clear policy to address all activities related to the operation of the District’s solid waste and recycling system; and

**WHEREAS**, the District has drafted the San Miguel Community Services District Solid Waste and Recycling Regulations (“District solid waste Code”) to address the District’s policies and procedures associated with: (1) will serve letters; (2) temporary construction activities; (3) the fees and charges related to the District’s Solid Waste and Recycling system; and (4) provisions to enforce the District’s Solid Waste code; and

**WHEREAS**, Government Code section 61064 provides that the District Board of Directors may designate District employees with the power to enforce District policies; and

**WHEREAS**, the District Board of Directors seeks to authorize the General Manager, Director of Utilities, Fire Chief, and Assistant Fire Chief with the authority to enforce the provisions of the District Solid waste Code.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT DOES ORDAIN AS FOLLOWS:**

**SECTION 1: Purpose and Authority.**

The District, in making adequate provision in this ordinance for the handling of solid waste, organics and recycling, is doing so as a subdivision of the State and after being authorized to do so as a part of the State's comprehensive program for solid waste management and resource recovery and for the preservation, health, safety, and well-being of the public. The following provisions regarding solid waste handling, and the actions of the District pursuant to those provisions, are intended to implement State policy and to provide for the District's continuing authorized evaluation, planning, and supervision in the area.

**SECTION 2: DEFINITIONS.**

For purposes of this ordinance, the following words and phrases shall mean as follows:

{CW094284.1}

"Board of Directors" means the Board of Directors of the San Miguel Community Services District.

"County" means the County of San Luis Obispo.

"Developed property" means any property located within the jurisdiction of the District that is not a vacant parcel.

"District" means the San Miguel Community Services District.

"General Manager" means the General Manager of the San Miguel Community Services District.

"Drop box," also called a roll-off box, means an open top, movable container in which primarily non-putrescible solid waste such as construction and demolition debris or non-putrescible recyclables are stored until removed from the premises.

"Franchisee" means and includes a person, or any other entity authorized under and by virtue of a contract with the San Miguel Community Services District to collect solid waste, organics and recycling.

"Hazardous materials" means any material defined as hazardous in the State Health and Safety Code, as may be amended from time to time; a waste that is hazardous according to the criteria set forth in the California Code of Regulations, as may be amended from time to time or any waste that must be disposed of in a hazardous waste landfill.

"Occupant" means the person who is in possession of a developed property located within the District jurisdiction.

"Organics" means food waste and food-soiled paper waste, green wastes such as landscape and pruning waste, and nonhazardous wood waste.

"Owner" means the person or persons holding record title to the developed property to which solid waste recyclables and organics collection service is to be provided by the Franchisee.

"Person" means any individual, partnership, firm, corporation, other business entity, association, group or combination thereof and the plural as well as the singular.

"Receptacle" means a solid waste recyclables or organics container satisfying the requirements of Section 6.

"Recyclables" or "recyclable materials" means, but is not limited to, any paper, glass, cardboard, plastic, ferrous metal, aluminum, or other material that is to be segregated for

collection and recycling.

"Recycling" means the process of collecting, sorting, cleansing, treating, and reconstituting materials that would otherwise become solid waste, and returning them to the economic mainstream in the form of products which meet the quality standards necessary to be used in the marketplace.

"Solid waste" means all putrescible and nonputrescible waste, including, but not limited to, waste paper, garbage, cardboard, rags, refuse, household ashes, wearing apparel, household goods, wooden containers, and all worthless, useless, unused, rejected or castoff solid or semi-solid matter, commercial and construction waste, and recyclable materials, excluding medical waste, radioactive waste, and hazardous materials as defined in this section.

### **SECTION 3: USE OF DISPOSAL SERVICE MANDATORY -- COLLECTION OF CHARGES.**

- A. The District has determined that periodic collection and disposal (or processing) of solid waste, recyclables and organics from developed properties in the District benefits all occupants of developed properties in the District.
- B. The District will provide a service for the collection and disposal of solid waste, recyclables and organics through its Franchisee.
- C. Except as otherwise provided for herein, owners of all developed properties in the District must use the District's solid waste recyclables and organics collection and disposal service, subject to any Rules duly adopted by the District.
- D. The District or the Franchisee shall collect all fees for solid waste collection and disposal, as specified in the franchise agreement.
- E. The owner of developed property shall be responsible and liable for paying the solid waste collection and disposal fees for that property, although the District or Franchisee will bill an occupant of such property if requested by the owner.
- F. The failure of any occupant or owner to promptly remit the fee for solid waste collection and disposal when due and payable shall entitle the District or Franchisee to collect a late fee from that owner or occupant and will entitle the District or Franchisee to cease providing service. The amount of the late fee shall be established by the Board of Directors.
- G. Upon the direction of the Board of Directors, subject to any legal requirements, any monies owing for the solid waste, recyclables and organics services provided by the District or a Franchisee within the District and all penalties arising hereunder may be placed as a charge on the following year's tax roll of the respective property. Any collection

or other enforcement action in the name of the District may be commenced in any court of competent jurisdiction for the amount of any delinquent fees or charges and if legal action is brought by the District or its designee to enforce the collection of any amount charged and due under this section, any judgment rendered in favor of the District shall include costs of suit incurred by the District or its designee including a reasonable attorney's fee if allowable by law.

#### **SECTION 4: SOLID WASTE, RECYCLABLES AND ORGANICS ACCUMULATIONS.**

A. No person shall accumulate, keep or maintain solid waste, recyclables and organics upon any lot or parcel of land, whether public or private, other than in containers which have been approved by the District or Franchisee.

B. No person owning, occupying or having the control of any developed property or vacant lot or occupying a dwelling or commercial property within the District shall permit any solid waste, recyclables or organics to become or remain offensive, unsightly or unsafe to the public health or safety or to deposit, keep or accumulate or permit or cause any of these materials to be deposited, kept, or accumulated, upon any property, lot, or parcel of land or upon any public or private place, street, lane, alley or driveway, except as allowed in this Ordinance.

C. No person shall place or cause to be placed any solid waste, recyclables or organics generated upon any property or by any residential, commercial, or industrial use into any receptacle or drop box other than those owned or controlled by such person, unless permission for such use is granted by the commercial or residential customer owning or controlling the receptacle or drop box.

D. No person owning, occupying or having control of any premises shall set out or cause to be set out for collection any solid waste, recyclables or organics other than that originating on the premises.

E. No person shall dispose of solid waste, recyclables or organics originating or generated on such person's property in or near litter receptacles placed by the District in public places for incidental use by pedestrian or vehicular traffic.

F. No person shall accumulate, keep or deposit solid waste, recyclables or organics in such a manner that a public nuisance is created, including, but not limited to, allowing flies, mosquitos, rodents or other vectors to breed therein.

#### **SECTION 5: CLEARING OF SOLID WASTE, DEBRIS AND VEHICLES FROM PRIVATE PROPERTY.**

A. The District Manager, his or her designee or an authorized representative of the County are authorized and empowered to notify the owner, his agent, or person in control

of any private premises within the District, to dispose of solid waste prohibited by this ordinance. Such notice shall be given by posting the private premises and by certified mail addressed to the owner, his agent, or such other person at his last known address, or by personal service on the owner, agent, person in control or occupant of the property.

B. The notice shall describe the work to be done and shall state that if the work is not commenced within five (5) days after receipt of notice and diligently prosecuted to completion without interruption, the General Manager shall cause or direct the solid waste to be properly disposed of and the cost thereof shall become a lien on the property. The notice shall be substantially in the following form:

NOTICE TO REMOVE  
SOLID WASTE

The owner of the property described as follows: \_\_\_\_\_

\_\_\_\_\_ commonly known as \_\_\_\_\_ is hereby ordered to properly dispose of the solid waste located on the property, to wit:

\_\_\_\_\_ within five (5) days from the date thereof. If the disposal of the waste matter herein indicated is not commenced and diligently prosecuted to completion within the time fixed herein, the District Manager of the San Miguel Community Services District shall cause such disposal to be done, and the cost thereof, including any incidental expenses, will be made a lien upon said property, pursuant to the provisions of Ordinance No. \_\_\_\_ of the San Miguel Community Services District.

General Manager of the San Miguel Community Services District

C. The General Manager or his/her authorized representatives shall cause to be kept in his/her office a record containing: (1) a description of each parcel of property for which notice to dispose of solid waste has been given; (2) the name of the owner, if known; (3) the date on which such notice was mailed and posted; (4) the charges incurred by the District in disposing of solid waste, and all incidental expenses in connection therewith; and (5) a brief summary of the work performed. Each such entry shall be made as soon as practicable after completion of such act.

D. Upon the failure, neglect or refusal of any owner or agent so notified to properly dispose of the solid waste within five (5) days after notice has been given as provided in this section, or within ten (10) days after the date of mailing such notice in the event the U.S. Post Office is unable to make delivery thereof, provided the same was properly addressed to the last known address of such owner or agent, the General Manager or his/her authorized representatives are authorized and empowered to pay for the disposal of such solid waste out of the District funds or to order its disposal by District forces. The General Manager and his/her authorized representatives, including any contractor with whom

he/she contracts hereunder, and assistants, employees or agents of such contractor, are authorized to enter upon the property for the purpose of disposing of the solid waste described in the notice. Before the General Manager arrives, any property owner may dispose of the waste matter at his/her own expense.

E. When the District has effected the removal of such solid waste, or has paid for its removal, the actual cost thereof plus accrued interest at the rate of ten percent (10%) per year from the date of the completion of the work, shall be charged to the owner of such property and the owner or his agent, shall be billed therefor by mail, if not paid prior thereto. The bill shall apprise the owner that failure to pay the bill will result in a lien.

F. Where the full amount due the District is not paid by such owner within thirty (30) days after date of the billing by the District, the District shall cause to be recorded with the County Clerk-Recorder a sworn or certified statement showing the cost and expense incurred for the work, the date the work was done and the location of the property on which the solid waste removal work was done. The recordation of such sworn or certified statement shall constitute a lien on the property and shall remain in full force and effect for the amount due in principal and interest, plus costs of court, if any, for collection, until final payment has been made. The costs and expenses shall be subject to a delinquent penalty of ten percent (10%) in the event same is not paid in full on or before the date the amount due becomes a lien. Sworn or certified statements recorded in accordance with the provisions of this section shall be prima facie evidence that all legal formalities have been complied with and that the work has been done properly and satisfactorily and shall be full notice to every person concerned that the amount of the statement, plus interest and costs, constitutes a charge against the property designated or described in the statement and that the same is due and collectible as provided by law. The County Clerk-Recorder shall record the lien. The remedy provided in this section shall not constitute an election of remedies by the District.

## **SECTION 6: SOLID WASTE, ORGANICS AND RECYCLING CONTAINERS.**

A. Solid waste, organics and recyclables shall be kept free of all hazardous materials and shall be securely wrapped and placed in a closed receptacle or drop box.

B. Containers shall be made of metal or plastic and of sufficient strength to prevent them from being broken under ordinary conditions. Containers shall be equipped with a vermin and animal resistant cover or seal which shall be utilized at all times. Containers shall be in a condition such that their contents can be fully enclosed and such that they shall stand upright and leave no sharp, jagged or otherwise dangerous corners or edges.

C. Drop boxes shall be constructed of metal or other material as approved by the District.

D. Containers and drop boxes shall be maintained by Occupants in a clean, safe and  
{CW094284.1} 6-25-2020

sanitary condition.

E. Solid waste, organics and recyclables shall be placed in the containers furnished by the Franchisee.

#### **SECTION 7: PLACEMENT OF CONTAINERS.**

A. Any container or drop box shall be placed for collection on any sidewalk, street, roadway or alley only as provided in this ordinance or any Rules duly adopted by the District.

B. Any container shall be placed for collection along any street, roadway or alley only on the day established for the collection of solid waste on the particular route or after 5:30 P.M. on the day immediately prior to such collection and shall not remain thereon for more than eighteen (18) hours after it has been emptied unless special in yard service has been contracted for.

C. Any container placed for collection along a street or roadway shall be placed between the curb line and the property line as close to the curb line or edge of the street or roadway as practicable, without causing a safety hazard.

D. Any container or drop box placed for collection in any alley shall be placed as close to the property line as practicable.

E. Any drop box placed in any street, roadway or alley shall obtain an encroachment permit from the County when required by County regulations.

#### **SECTION 8: INTERFERENCE WITH CONTAINERS AND DROP BOXES.**

No person other than the Franchisee or customer shall interfere in any manner with any receptacle or drop box or the contents thereof, nor remove any such receptacle or drop box from the location where it was placed by the customer or Franchisee nor remove the contents of any receptacle or drop box.

#### **SECTION 9: FRANCHISE FOR COLLECTION -- AUTHORIZATION.**

A. A franchise, exclusive or nonexclusive, for the collection and disposal of solid waste, organics and recyclables, may be granted by the District.

B. No person shall collect, or enter into an agreement to collect, or provide for the collection or disposal of solid waste, organics and recyclables, unless such person is authorized by the District to operate within the District by means of a franchise agreement.

#### **SECTION 10: COLLECTION RATES.**

Rates for solid waste, recyclables and organics collection and disposal shall be set by resolution {CW094284.1} 6-25-2020

of the Board of Directors.

**SECTION 11: DISPOSAL SITE.**

The franchisee shall arrange for the disposal and processing of all solid waste, recyclables and organics collected within the District at a properly licensed disposal site or processor, and shall ensure that all materials collected are disposed of in a manner conforming to all applicable government laws, codes, and statutes, including those of the District. All solid waste collected within the District, and not separated for recycling shall be delivered to the disposal site and disposed of according to the regulations of the disposal site.

**SECTION 12: COLLECTION AND DISPOSAL REQUIRED AT LEAST ONCE A WEEK.**

All solid waste, recyclables and organics located or generated within the District shall be placed in a receptacle or drop box by the Occupant or Owner and shall be removed by the District, its agent, employees, or Franchisees or representatives, at least once every seven (7) days, or more often as directed by the District.

**SECTION 13: CONDITION OF COLLECTION TRUCKS.**

Every truck used by a Franchisee in the collection and removal of solid waste, recyclables and organics shall be kept well painted, clean inside and out and in good operating condition. All Franchisee vehicles must meet all applicable regulations.

**SECTION 14: EXCEPTIONS.**

- A. Nothing in this ordinance shall be deemed to prohibit the removal and hauling by a licensed person of materials considered by the District to constitute a health hazard of such nature as necessary to be ordered to be promptly removed.
- B. Nothing in this ordinance shall be construed to prohibit any producer of solid waste from personally hauling the same in the producer's vehicle through the streets of the District; provided, however, such hauling and disposal shall at all times be subject to any Rules duly adopted by the District.
- C. Nothing in this ordinance shall be construed to prohibit the collection and removal of grass clippings and shrubbery by individual residents and by individuals doing business as professional landscapers, when the collection is directly related to their work.

**SECTION 15: BURNING REFUSE.**

Burning of solid waste is prohibited within the District boundaries as outlined in the District Fire Ordinance, this ordinance may be updated from time to time by the Board of Directors.



**SECTION 16: UNLAWFUL COLLECTION.**

A. A Franchisee shall not be required to collect hazardous waste, medical waste, radioactive waste or dangerous materials as part of its regular collection activity. Liquid and dry caustics, acids, biohazardous, flammable, explosive materials, insecticides, and similar substances shall not be deposited in solid waste collection containers described in Section 6. Any person collecting such substances shall store, handle and dispose of such materials in accordance with local, state and federal law and shall obtain all necessary local, state and federal permits therefor.

B. Infectious waste (as defined in California Health and Safety Code Section 7054.4, as amended from time to time, or any successor provision or provisions thereto) shall not be collected by a Franchisee as part of its regular collection activity. Anyone producing such wastes shall store, handle and dispose of such materials only in the manner approved by the County health officer or designated deputy, and in accordance with local, state and federal law and with all necessary local, State and Federal permits.

**SECTION 17: HEALTH REGULATIONS -- ESTABLISHMENT.**

The District shall have power to establish rules and regulations not inconsistent with this ordinance governing the collection and disposal of solid waste; provided, that such rules and regulations shall have as their purpose the enforcement of the provisions of this ordinance and the health and sanitary laws and ordinances in effect in the District.

**SECTION 18: RECYCLING AND RECYCLABLE MATERIALS: FINDINGS.**

- A. The Board of Directors supports a reduced or zero waste philosophy as being in the best interests of the District and the State of California, as it promotes the conservation of resources, responsible consumption, reuse and recovery of products and packaging with reduced discharges to land, water, or air which may compromise the environment or human health. While not mandating zero waste, the Board encourages members of the District to engage in responsible recycling and discarding of waste.
- B. The Board of Directors has determined that it is in the best interests of the District to promote recycling of discarded waste materials.
- C. The Board of Directors has determined that it is in the best interests of the District to promote said recycling through the use of a Franchisee.

D. The Board of Directors finds that the success of the recycling program is in part dependent upon the ability of a Franchisee to collect recyclable materials without interference by unauthorized persons and that such unauthorized interference may have serious adverse effects on the success of recycling programs.

**SECTION 19: USE OF RECYCLING SERVICE MANDATORY -- COLLECTION OF CHARGES.**

A. The District has determined that periodic collection of recyclable materials from all developed properties in the District benefits all occupants of developed properties in the District.

B. The District will provide recycling collection service through its Franchisee.

C. The District or the Franchisee shall collect all fees for recycling collection, as specified in the franchise agreement.

D. Except as otherwise provided for herein, all owners of developed property shall be responsible and liable for paying the recycling collection service fees for that property, regardless of whether such owner elects to use such service, although the District or Franchisee will bill an occupant of such property if requested by the owner.

E. The failure of any occupant or owner to promptly remit the fee for recycling collection service when due and payable shall entitle the District or Franchisee to collect a late fee from that owner or occupant. The amount of the late fee shall be established by the Board of Directors.

G. Upon the direction of the Board of Directors, subject to any legal requirements, any monies owing for the recycling services provided within the District and all penalties arising hereunder may be placed as a charge on the following year's tax roll of the respective property owner. Any collection or other enforcement action in the name of the District may be commenced in any court of competent jurisdiction for the amount of any delinquent fees or charges and if legal action is brought by the District or its designee to enforce the collection of any amount charged and due under this section, any judgment rendered in favor of the District shall include costs of suit incurred by the District or its designee including a reasonable attorney's fee if allowable by law.

**SECTION 20: COLLECTION RATES - RECYCLING.**

The rates to be charged for the collection of recyclable materials shall be established by resolution of the Board of Directors.

**SECTION 21: OWNERSHIP OF RECYCLABLE MATERIALS.**

Recyclable material shall become the property of a Franchisee upon placement of recyclable material at a recycling collection location within the District.

**SECTION 22: UNAUTHORIZED COLLECTION OF RECYCLABLE MATERIALS PROHIBITED: PENALTY.**

It shall be unlawful for any person, other than the Franchisee, to remove recyclable material which has been placed at a designated recycling collection location, during the twenty-four (24) hour period commencing at 6:00 p.m. on any day preceding a day designated for collection of recyclable material.

**SECTION 23: RIGHT OF INDIVIDUAL TO DISPOSE OF RECYCLABLES.**

Nothing in this ordinance shall limit the right of an individual person, organization, or other entity to donate, sell or otherwise dispose of recyclables, provided that any such disposal is in accordance with the provisions of this ordinance.

**SECTION 24: CIVIL ACTION BY FRANCHISEE.**

Nothing in this ordinance shall be deemed to limit the right of a Franchisee to bring a civil action against any person who violates the provisions of Section 22.

**SECTION 25: CIVIL LIABILITIES AND PENALTIES.**

Any person who intentionally or negligently violates any provision of this ordinance shall be civilly liable to the District. Such civil liability may be in a sum not to exceed Ten Thousand Dollars (\$10,000). The District may petition the Superior Court to enforce and recover such sums. In determining such amount, the District shall take into consideration all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the nature and persistence of the violation, the length of time over which the violation occurs, the corrective action, if any, and the fines and penalties imposed on the District by other agencies.

**SECTION 26: ENFORCEMENT.**

- A. The General Manager or his/her designee are specifically required to enforce the provisions of this ordinance.
- B. No person shall in any manner interfere with the collection or disposal of solid or waste or recyclable materials by any person authorized by Franchisee to collect and process or dispose of the same.

**SECTION 27: VIOLATION -- PENALTY.**

Every person as defined in this ordinance who violates any of the provisions of this ordinance is guilty of a misdemeanor.

**SECTION 28: AUTHORITY.**

This ordinance is passed pursuant to Health and Safety Code Sections 6520 and 6521 and Public Resources Code Section 40059.

{CW094284.1} 6-25-2020

**SECTION 29: INTERPRETATION OF CONFLICTING PROVISIONS.**

In the event any provision of existing ordinances, resolutions, regulations or procedures of the San Miguel Community Services District not repealed by this ordinance conflicts with the provisions of this ordinance, the provisions of this ordinance shall prevail.

**SECTION 30: SEVERABILITY.**

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The Board of Directors hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrases be declared unconstitutional.

**SECTION 31: PUBLICATION OR POSTING.**

Within fifteen (15) days after adoption of this ordinance, it shall be posted in three (3) public places with the District (to wit: U.S. post office, Paso Robles Press, and 1150 Mission St. Bulletin Board) with the names of those Board members voting for and against the ordinance.

**SECTION 32: EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its final passage.

On motion of Board Member \_\_\_\_\_, seconded by Board Member \_\_\_\_\_ and on the following roll call vote, to-wit:

AYES:

NOES:

ABSENT:

the foregoing ordinance was adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Rob Roberson, Interim General Manager

\_\_\_\_\_  
Ashley Sangster President of the Board of Directors

ATTEST:

APPROVED AS TO FORM:

{CW094284.1} 6-25-2020

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Board Clerk

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Douglas L. White, District General Counsel

DRAFT



## San Miguel Community Services District

### BOARD OF DIRECTORS Staff Report

June 25, 2020

AGENDA ITEM: VIII-2

**SUBJECT:** Consider approving **Resolution No 2020-25** confirming the 2020 Weed Abatement Cost Report and Authorizing Collection of the charges on the County Tax Rolls.

---

#### **RECOMMENDATION:**

Staff recommends that the Board of Directors approve the Cost Report for the 2020 Weed Abatement Program (Exhibit "A" to **Resolution 2020-25**) After holding the hearing and making any appropriate modifications to the Cost Report, it is recommended that the Board adopt **Resolution 2020-25** confirming the Cost Report and authorizing the collection of the charges on the County Tax Rolls.

---

#### **DISCUSSION:**

The San Miguel Community Services District Fire Department conducts a weed abatement program in accordance with the authority and procedures in Health and Safety Code §14875 et seq., as permitted by Government Code §61100(t). Staff is recommending that the costs incurred by the District to abate weeds from properties where the property owners have failed to do so be placed upon the tax rolls for collection.

When the District performs weed abatement work, Health and Safety Code §14905 provides that an account of the costs is to be kept and an itemized report prepared for the Board showing the cost of removing the weeds from each parcel. The Cost Report is then required to be posted on or near the door of the Board Chamber for at least three (3) days, with a notice of the time when the Cost Report will be submitted to the Board for confirmation.

The staff has complied with these requirements and the 2020 Weed Abatement Cost Report is now being submitted to the Board for confirmation.

At the hearing, the Board is to consider the Cost Report and hear any objections (Health and Safety Code §14910). The Board may modify the amounts, as it deems appropriate, and then it is

recommended that the Board adopt Resolution 2020-25 confirming the costs and directing that the Resolution and Cost Report be submitted to the County Tax Assessor, so the charges can be collected on the property tax rolls.

**FISCAL IMPACT:**

It is anticipated that the District will recover all costs incurred abating weeds in 2020 by having the costs placed on the property owners' tax bills.

**PREPARED BY:**

**Scott Young**

Scott Young, Assistant Fire Chief / Prevention Officer

**ATTACHMENTS:**

- 1) **Resolution No. 2020-25**
- 2) **Exhibit "A" - 2020 Weed Abatement Cost Report & List**

**RESOLUTION NO. 2020-25****A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT  
CONFIRMING THE 2020 WEED ABATEMENT COST REPORT AND  
AUTHORIZING COLLECTION OF THE CHARGES ON THE TAX ROLL**

**WHEREAS**, in 2020, in accordance with the procedures required by law, the District Fire Chief was directed to abate a public nuisance on certain parcels of real property located within the San Miguel Community Services District consisting of noxious or dangerous weeds growing upon said parcels and which have been abated under the power granted to the District by Health and Safety Code §14875, et seq, and Government Code §61100(t); and

**WHEREAS**, parcels in which the nuisance fire hazard vegetation was not removed by the owners, have been cleared and abated by the San Miguel Community Services District Fire Hazard Fuel Reduction Contractor, as approved by the Board of Directors; and

**WHEREAS**, an itemized report has been prepared showing the cost of said weed abatement to be charged to each parcel, which report is attached hereto marked Exhibit “A” and incorporated herein by reference as though here fully set forth.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Miguel Community Services District does hereby resolve, declare, determine, and order as follows:

1. That the recitals set forth hereinabove are true, correct and valid.
2. That said itemized report entitled “**2020 Weed Abatement Cost Report**” a copy of which is on file in the office of the San Miguel Community Services District and is available there for public inspection and also attached hereto as **Exhibit “A”** be and hereby is ordered confirmed.
3. That the District Clerk shall transmit a copy of this Resolution to the County Auditor.
4. That the County Auditor and the County Tax Collector be and hereby are authorized and directed to do all acts necessary and proper to place on the 2020-2021 Tax Rolls the respective assessments as set forth in said confirmed itemized report plus such administrative fees as are allowed under the law.
5. That as a result of said confirmation and recording of said itemized report, the amounts of the weed abatement costs set forth in said itemized report are thereby made special assessments and liens against the respective parcels of real property in the San Miguel Community Services District, all as set forth in said itemized report.



On the motion by 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 25th day of June 2020.

\_\_\_\_\_  
Ashley Sangster, President  
Board of Directors

ATTEST:

\_\_\_\_\_  
Rob Roberson, Interim General Manager/Fire Chief

\_\_\_\_\_  
Tamara Parent, Board Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Douglas L. White, District General Counsel

<b>San Miguel Fire Department</b>					
<b>2020 Weed Abatement Cost Report " Exhibit A "</b>					
	<b>Assessor's Parcel Number</b>	<b>Property Address</b>	<b>Cost of Abatement</b>	<b>Admin Fee</b>	<b>Total Cost</b>
1	021-161-005	1421 K Street San Miguel, CA. 93451	\$ 85.00	\$100.00	\$ 185.00
2	021-302-008	1010 L Street San Miguel, CA. 93451	\$ 414.00	\$100.00	\$ 514.00
3	021-302-010	939 L Street San Miguel, CA. 93451	\$ 246.00	\$100.00	\$ 346.00
4	021-322-015	XXX L Street San Miguel, CA. 93451	\$ 246.00	\$100.00	\$ 346.00
5	021-331-034	968/966 L Street San Miguel, CA. 93451	\$ 162.00	\$100.00	\$ 262.00
6	021-371-002	777 Monterey Road San Miguel, CA. 93451	\$ 408.00	\$100.00	\$ 508.00
7	021-231-005	590 14th Street San Miguel, CA. 93451	\$ 1,008.00	\$100.00	\$ 1,108.00
8	021-371-003	0 Monterey Road San Miguel, CA. 93451	\$ 330.00	\$100.00	\$ 430.00
9			\$ -		\$ -
10			\$ -		\$ -
11			\$ -		\$ -
12			\$ -		\$ -
13			\$ -		\$ -
14			\$ -		\$ -
15			\$ -		\$ -
16			\$ -		\$ -
	Totals		2,899.00	\$800.00	3,699.00



SAN MIGUEL COMMUNITY SERVICES DISTRICT

## NOTICE OF PUBLIC HEARING

APPROVING COSTS ASSOCIATED WITH WEED ABATEMENT  
CONDUCTED BY THE DISTRICT AS APPROVED BY RESOLUTION NO.  
2020-25

**NOTICE IS HEREBY GIVEN THAT THE** San Miguel Community Services District Board of Directors will hold a public hearing on:

**Thursday, June 25, 2020, at 7:00 P.M. at 1150 Mission Street, San Miguel, California 93451,** to consider approving costs associated with weed abatement conducted by the District as approved by Resolution No. 2020-25. Approved costs will be liened against the affected parcels through the County tax roll for their respective assessment amount.

Pursuant to Health and Safety Code section 14905 the District accounted for the cost of abatement for each affected parcel of land. The itemized report will be presented to the District Board of Directors at the June 25, 2020 hearing. A copy of the itemized report will be posted at least three (3) days prior to the hearing at the abovementioned address.

**BY ORDER OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS**

**Rob Roberson, Fire Chief, District Interim General Manager**



MONSOON CONSULTANTS

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

**SAN MIGUEL COMMUNITY SERVICES DISTRICT**

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

**BOARD OF DIRECTORS**

Ashley Sangster, President  
 Anthony Kalvans, Vice President  
 John Green  
 Hector Palafox  
 Raynette Gregory

**Re: DISTRICT ENGINEER REPORT - JUNE 2020**

Board Members:

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

**OVERVIEW**

The District produced approximately 9.6 MGAL (12,788 CCF) of water during the month of May 2020. This represents an increase of approximately 40% from the prior month. Compared to 1-year ago, the volume of water produced in May 2020 was approximately 9.2 MGAL. There are no significant problems with the District's infrastructure at the time this report was prepared.

**MEETING PARTICIPATION**

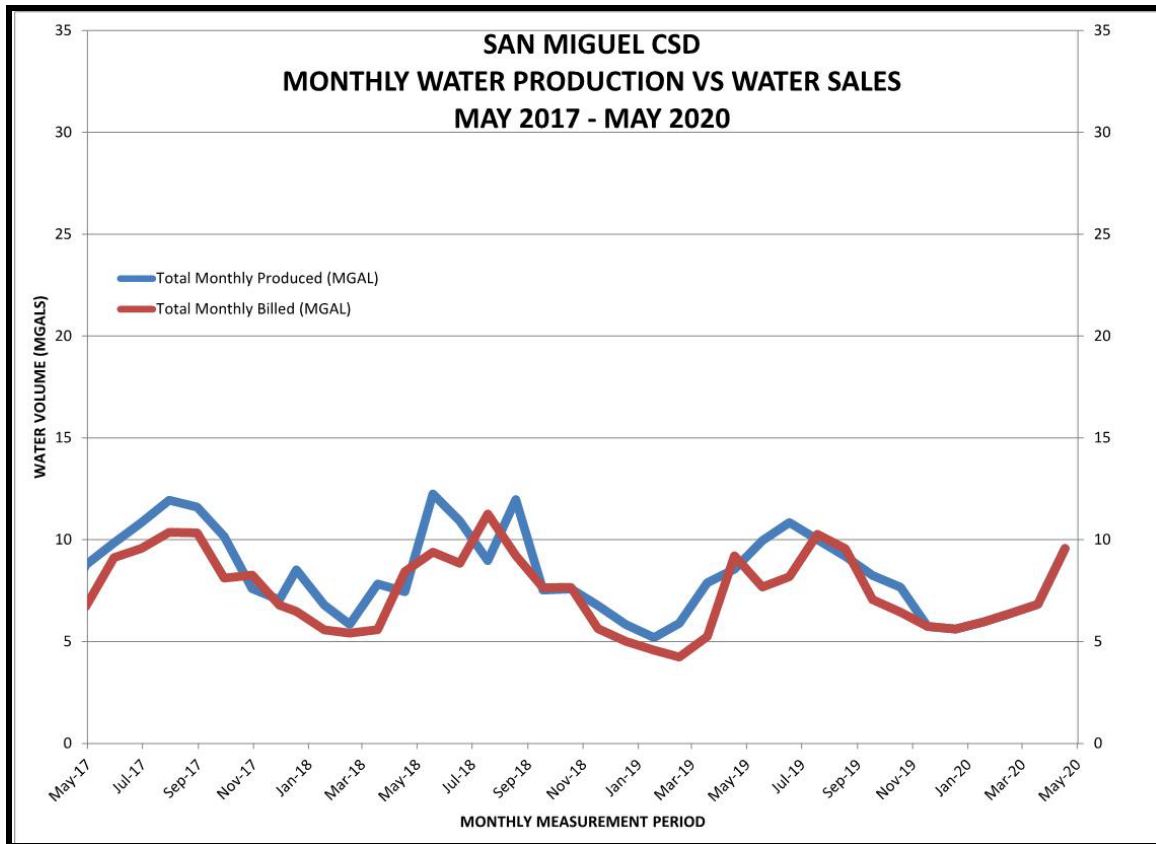
A brief summary of relevant issues that were discussed during meetings attended by the DE during the previous month are summarized below. (Note that routine meetings with SMCS staff are not included):

1. The DE did not attend any meetings during the previous month.

**WATER PRODUCTION HISTORY**

The following graph depicts the water production and sales for the proceeding 36-months. Note that the total monthly volume of water billed was unavailable for the period

between January 2020 and May 2020. This information will be updated when the data is available.



### **CAPITAL IMPROVEMENT PROGRAM**

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

1. WWTP Aeration System Upgrade: WWTP Aeration System Upgrade: Conversations with the County and PG&E indicate that the program may be modified to allow for the funding to be used to partially fund the proposed WWTP expansion / upgrade project. The DE and the Director of Utilities are planning to meet with the County and PG&E representatives in the summer 2020 to further explore this option.
2. Wastewater Treatment Plant Renovation / Upgrade & Recharge Basin Design Phase: The District has received and executed an agreement with the DWR Waterboard for funding in the amount of \$250,000 for Planning & Design for the Wastewater Treatment Plant renovation. The Board approved an agreement with Monsoon Consultants to provide project management and design services for this project at their October 2019 Board meeting. On April 13, 2020, the DE and the Director of Utilities met with representatives of the USDA to discuss the project and potential financing terms. The DE and staff have been diligently working on the preparation of the documents required to submit an application for project financing to the USDA. On April 23, 2020, the District awarded a contract

to Dudek to provide environmental services to address the NEPA / CEQA requirements of the project. Dudek has initiated the work and performed the initial biological field survey on June 11, 2020. In addition, the Director of Utilities submitted a Funding Inquiry Form to the CALIFORNIA FINANCING COORDINATING COMMITTEE (CFCC). This submittal represents the initial step in soliciting additional grant and loan funding from a variety of agencies and programs within the State. On May 5, 2020, the DE submitted a Pre-Application to the DWR for \$14,500,000 in funding through the Small Community Funding Program.

3. 10th & 11th Street Waterline Replacement Project: The District has been awarded a \$350,000 CDBG grant for partial funding of this project. The project has been designed and plans / bidding documents are being updated for bid advertisement in early 2020. The District has received the final report for the Kit Fox survey that was prepared by H.T. Harvey & Associates. We are currently awaiting the County completing the NEPA determination. The District has secured the encroachment permit for the work to be performed in the UPRR and Caltrans has informed the District that an encroachment permit will not be required from their agency. On June 16, 2020 the District received a DRAFT Subrecipient Agreement For 2019 CDBG Grant Funds for review. This document is currently under review by District staff and the attorneys. We anticipate bring the final version of the agreement to the Board for action in July 2020.

### **DEVELOPMENT**

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

- a) People's Self Help (Tract 2527, formerly Mission Garden Estates): The developer has completed the installation of all infra-structure and home construction has either been completed or is underway on 40 homes. In addition, construction of 20 new homes has either been completed or been started in the portion of the development that was acquired by Nino Development. All lots in this Tract have finished homes or homes that are under construction. There are no additional vacant lots.
- b) Tract 2779 (Nino - 34 lots) – All underground utilities have been installed and paving operations have been completed. New home construction has begun on fifteen (15) homes by Nino Development.
- c) Tract 2647 Hastings The Bluffs - The developer has started construction on the initial three (3) residences.

### **GROUNDWATER SUSTAINABILITY AGENCY**

The City of Paso Robles has awarded a contract to Cleath-Harris Geologists, Inc. to provide hydrogeologic services for the Supplemental Environmental Project. The goal of this project is the siting and installation of stream gauges and monitoring wells, which will help address groundwater dependent ecosystems and reduce the data gaps identified in the Groundwater Sustainability Plan for the Paso Robles Groundwater Basin. The project will be funded through SER funds (\$250,000 approx.) that are available through

the Waterboard and there will be no costs incurred for this project by the District. As part of this project, there is potential funding for the installation of a new stream gauge on the Salinas River at the 15<sup>th</sup> Street Bridge and a new monitoring well to be installed in the Salinas River alluvial formation near the east abutment of the bridge.

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

Respectfully Submitted,  
**MONSOON CONSULTANTS**

*Blaine T. Reely*

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

June 18, 2020

Date



## San Miguel Community Services District

### UTILITY STATUS REPORT

4-18-2020 Thru 6-18-2020

AGENDA ITEM# IX.7

#### Well Status:

- Well 4 is fully operational - Well Level 83 2/3/2020
- Well 3 is fully operational - Well Level 80 2/3/2020
- SLT well is in service – Well Level

#### Water System status:

Water leaks this month:0 This calendar year: 2

Water related calls through the alarm company after hours this month: 0 this Year: 3

#### Sewer System status:

Sewer overflows this month: 0 this year: 0

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

#### WWTF status:

- .

#### User Fees and Rate

- Water user rates
  - Received 90% of projected revenue projected for FY 19-20 (As of the end of the prior month)
  - Rates will increase based on the approved rate study effective July 16<sup>th</sup> 2020 for all water rate classes
- Wastewater user rates
  - Received 100% of projected revenue projected for FY 19-20 (As of the end of the prior month)
  - Rates will increase based on the approved rate study effective July 16<sup>th</sup> 2020 for all water rate classes
- As of July 1<sup>st</sup>, 2020 water and wastewater connection fees will be increase based on the Construction cost index per Ordinance 02-2008 and 03-2008. (see attached rate sheet for new rates)

#### State Water Resources Control Board (SWRCB):

- .

#### Lighting status:

- Working with PGE Rep to get remainder of the PGE owned streetlights converted to LED.

#### Solid Waste:

- Staff is working on the Ordinance and Contract.



**Project status:**

- Working with PGE and Energy Watch to look at potential options to upgrade well pumps and controls to be more energy efficient.
- Working with San Miguel Chamber to get repairs made to the irrigation along Mission street. Staff has invoiced the Chamber for all work performed to date.

**Board requested information:**

- .

**Community Development Block Grant (CDBG)**

- The 10<sup>th</sup> and 11<sup>th</sup> street water line replacement project is back underway, hopefully will have the NEPA and agreements approved for potential bid release in July.

**WWTP expansion and Aerator Upgrade**

- See additional agenda item(s) for ongoing information

**Staffing**

- .

**SLO County in San Miguel:**

- County filled potholes in alleys at our request.
- County Planning has a CalPoly Intern who will be doing a project regarding water conservation in San Miguel. She will be working with the District to develop outreach customers to help them learn how to save water through retrofits and other changes. Updates will be provided to the Board as needed.

**Caltrans in San Miguel:**

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

**Rain in San Miguel:**

<u>2018</u>	<u>9"</u>
<u>2019</u>	<u>12.5"</u>

*Kelly Dodds* \_\_\_\_\_

Kelly Dodds  
Director of Utilities  
Date: June 18, 2020

## San Miguel Community Services District

### WASTEWATER CONNECTION FEES

As of July 1, 2020, the District's wastewater connection fees shall be as follows:

Wastewater Connection Fees	FY 20-21
<i>Meter Size</i>	
<i>Residential</i>	
Single Family (dwelling)	\$12,678
Multi-Family (per unit)	\$7,927
<i>Non-Residential</i> (per meter)	
5/8"	\$12,678
3/4"	\$19,022
1"	\$31,699
1 1/2"	\$63,409
2"	\$101,452
3"	\$202,904
4"	\$317,034
6"	\$634,057

Connection fees increase annually based on the construction cost index as authorized by District Ordinance 03-2008

### WATER CONNECTION FEES

As of July 1, 2020, the District's water connection fees shall be as follows:

Water Connection Fees	FY 20-21
<i>Meter Size</i>	
<i>Residential</i>	
Single Family (Dwelling)	\$12,894
<i>Non-Residential</i> (per meter)	
5/8"	\$12,894
3/4"	\$19,340
1"	\$32,244
1 1/2"	\$64,478
2"	\$103,169
3"	\$206,338
4"	\$322,401
6"	\$644,802

Connection fees increase annually based on the construction cost index as authorized by District Ordinance 02-2008

## Water Monthly Fixed Rates

All Customers	FY 20-21
<i>Meter Size</i>	
5/8"	\$50.03
¾"	\$50.03
1"	\$50.05
1 ½"	\$83.26
2"	\$123.13
6"	\$681.36

Volumetric Rates	FY 20-21
<b>Single-Family Residential</b>	
<i>Tier Structure</i>	
Tier 1 (0-5 CCF)	\$0.00
Tier 2 (6-12 CCF)	\$4.49
Tier 3 (>12 CCF)	\$7.5
<b>Non-Residential</b>	
<i>Tier Structure</i>	
Tier 1 (0-5 CCF)	\$0.00
Tier 2 (>6 CCF)	\$5.22

## Wastewater Monthly Rates

	FY 20-21
<b>Single-Family Residential</b>	
Fixed	\$98.75
<b>Multi-Family Residential</b>	
Fixed (per unit)	\$61.71
<b>Commercial</b>	
Fixed Charge	\$74.31
<b>Volumetric (Per CCF of Water Billed)</b>	
Low Strength	\$5.86
Medium Strength	\$6.64
High Strength	\$10.00
<b>Lift Station Charges</b>	
River Zone Charge	\$24.78

## San Miguel Community Services District Board of Directors Meeting



### Staff Report

June 25<sup>th</sup>, 2020

AGENDA ITEM: IX 10

**SUBJECT: Fire Chief & Asst Fire Chief Report for May 2020**

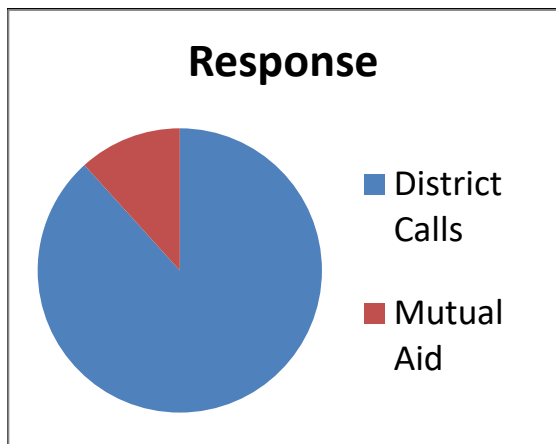
**STAFF RECOMMENDATION:** Receive and File Monthly Reports for the Fire Department

**INCIDENT RESPONSE:**

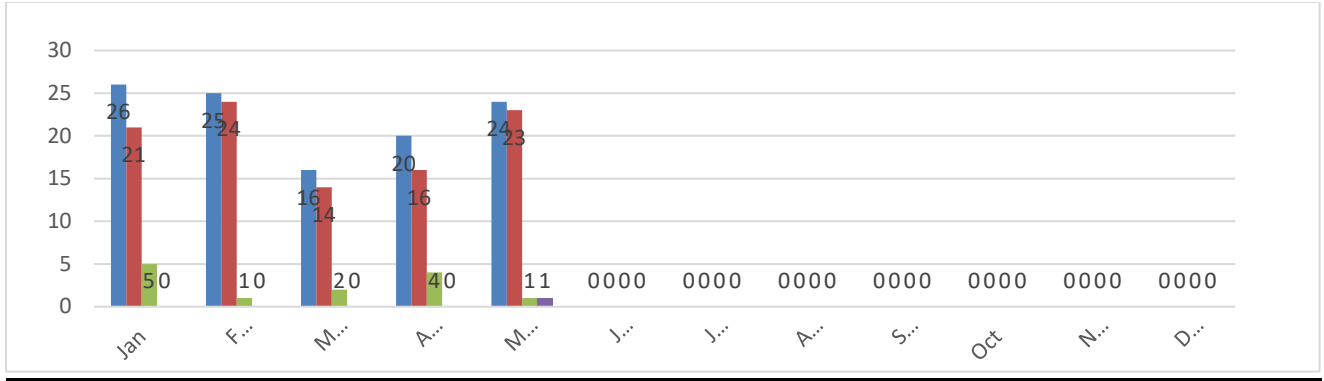
- Total Incidents for May 2020 **24**
- Average Calls for per 5 Months in 2020 21.7
- Total calls for the year to date **111**

Emergency Response Man Hours in May =	113	Total	385
Stand-By Man Hours for May =	32		<u>90</u>
		<b>Total hr.</b>	<b>475</b>

Emergency Response Man Hours =	4.7 hr. Per call for May		3.4 Per call for the year
Stand-By Average per Call =	1.3 Per call for, May		.8 Per call for the year



May YTD		
District calls	23=96%	98 = 88%
Mutual aid calls	1=4%	13= 11%
Assist Camp Roberts		1 = .9%



Total calls  
District  
Mutual Aid  
Camp Roberts



### Response Breakdown by %

Category	Count	Percentage
Structure fires	1	.9%
Wildland Fires	5	4%
Vehicle Fires	2	1.8%
Misc. fire	1	.9%
Illegal Burn	2	1.8%
Vehicle Accidents	8	7%
False Alarms	2	1.8%
Haz Condition	4	3.6%
Haz Mat	0	0%
Stand by	0	0%
PSA	9	8.1%
Medical Aids	77	69%

For 111 calls for 5 Months in 2020

District Calls	98	88%
Mutual Aid	13	11%
XX		
Structure fires	1	.9%
Wildland Fires	5	4%
Vehicle Fires	2	1.8%
Misc. fire	1	.9%
Illegal Burn	2	1.8%
Vehicle Accidents	8	7%
False Alarms	2	1.8%
Haz Condition	4	3.6%
Haz Mat	0	0%
Stand by	0	0%
PSA	9	8.1%
Medical Aids	77	69%

**Personnel:**

We currently have 16 active members.  
 1 Chief  
 1 Asst. Chief/ Prevention Officer  
 2 Fire Captains  
 2 Engineers  
 10 Firefighters

**Finances:**

**April /2020**

Beginning - **\$794,192.78**  
 Received - \$43,087.39 = \$837,280.17  
 Transferred in - \$11,572.03 = \$848,852.20  
 Disbursed - \$13,759.091 = \$835,092.29  
 Transferred Out - \$30,213.22 = **\$804,879.07**

**May /2020**

Beginning - **\$804,879.07**  
 Received - \$97,753.34 = \$902,632.41  
 Transferred in - \$9984.27 = \$912,616.68  
 Disbursed - \$13,791.34 = \$898,825.34  
 Transferred Out - \$20,294.17 = **\$878,531.17**

Total Reserve personnel expense for May 2020 was **\$5,051.20**  
 For Emergency Response, Coverage and Work Projects.

## Equipment:

- E-8668 Has had its annual bit inspection and service performed.
- 6/10 E-8687 Out of Service 8687 is currently at South Coast Equipment getting analyzed to repair the problem.

## Activities:

- On May 30<sup>th</sup> at approximately 1930 hrs. San Miguel Fire Dept. was assisted by Camp Robert's County Fire and Cal Fire, Responded to 13350 N. River Rd. for a Structure Fire. A two-story single-family dwelling burned 100%, Cause is under investigation. Fire units were on scene for 20 hours.
- Training Academy for new recruits, Starting February 22<sup>nd</sup> Ending April 5<sup>th</sup> 8-3 Sat- Sun.
- Fire Code Adoption Notice Published 6-11-2020 – Ordinance 01-2020 June 27<sup>th</sup> in effective.

## June

<u>Date</u>	<u>Subject matter</u>
2	Wildland Progressive Hose Lays
9	Vehicle Extrication
16	Engine Company Operations / Mission Response
23	Association Meeting

## July

<u>Date</u>	<u>Other activities</u>	<u>Time</u>
2 <sup>nd</sup>	Aids Ride BBQ	Bradly Cancelled
<u>Date</u>	<u>Subject matter</u>	
1 <sup>st</sup>	4 <sup>th</sup> of July Coverage	
2 <sup>nd</sup>	4 <sup>th</sup> of July Coverage	
3 <sup>rd</sup>	4 <sup>th</sup> of July Coverage	
July 4 <sup>th</sup>	coverage 4 days	
7	4th of July Coverage	
14	Medical Heat Related Injuries, Patient Assessment	
21	ICS Operations / Fire Response	
28	Association Meeting	

## Information:

- Fire Prevention Report Attached.

## Prepared By:

*Rob Roberson*

**Rob Roberson, Fire Chief**

# FIRE EQUIPMENT

## 2020 MILEAGE / FUEL REPORT

IX-8

Mileage/ Fuel	January		February		March		April		May		June		Total		Avg. MPG
<b>Diesel</b>	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696	17	16.6	84	18	92	22	57	25.5	178	28			428	110	3.9
E-8687	17	13.4	24	25	24	0	28	35	115	22.8			208	96.2	2.2
E-8668	47	0	12	10	76	9	53	15.4	31	10			219	44.4	4.9
<b>6 Month Total</b>												<b>855</b>	<b>251</b>	<b>3.4</b>	
<b>Gas</b>	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	0	0	0	0	0	0	5	20	187	0			192	20	9.6
C-8601	301	0	356	54	321	32.2	313	32	189	29			1480	147	10.1
C-8600	319	0	368	37.3	449	27.5	428	20	373	35			1937	120	16.2
<b>6 Month Total</b>												<b>3609</b>	<b>287</b>	<b>12.6</b>	

Mileage / Fuel	July		August		September		October		November		December		Total		Avg. MPG
<b>Diesel</b>	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696													0	0	#DIV/0!
E-8687													0	0	#DIV/0!
E-8668													0	0	#DIV/0!
<b>6 Month Total</b>												<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
<b>Gas</b>	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630													192	20	9.6
C-8601													0	147	5.0
C-8600													0	120	0.0
<b>6 Month Total</b>												<b>192</b>	<b>287</b>	<b>0.7</b>	

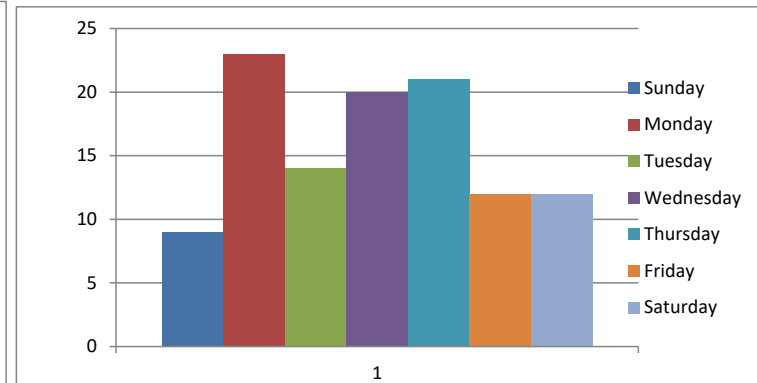
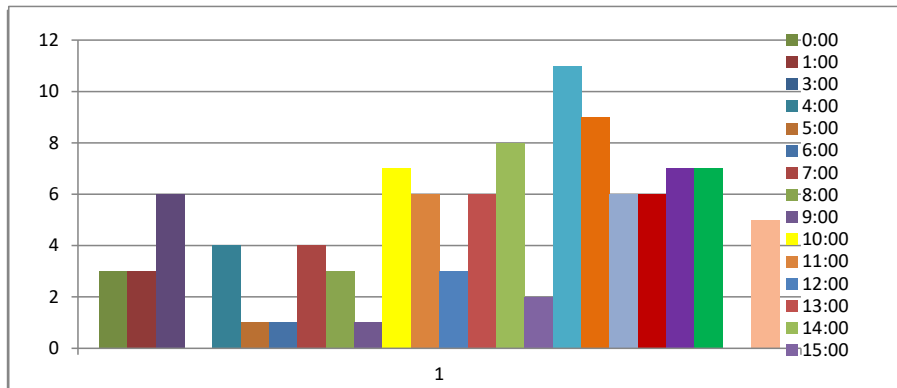
YTD 2020 Total	mi.	gal.	Avg. MPG
<b>Diesel</b>	<b>855</b>	<b>251</b>	<b>3.4</b>
<b>Gas</b>	<b>3801</b>	<b>574</b>	<b>6.6</b>

## Call per time of day and day of the week 2020

	After Hours						CSD Work Hours										Off Hours						Total			
	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00			22:00	23:00
Sunday	2	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1	0	0	2	9	8%	
Monday	1	1	1	0	1	1	0	1	0	0	0	2	0	1	0	0	5	2	1	1	2	2	1	0	23	20%
Tuesday	0	1	0	0	0	0	0	1	0	2	1	0	1	1	1	2	1	0	2	1	0	0	0	14	12%	
Wednesday	0	1	2	0	0	0	0	1	1	1	0	2	0	3	1	1	2	3	0	0	1	1	0	20	18%	
Thursday	0	0	0	0	1	0	0	1	0	0	1	2	0	3	2	0	2	3	1	0	2	2	0	1	21	19%
Friday	0	0	1	0	2	0	0	1	1	0	1	1	0	0	1	0	0	1	0	0	1	1	0	1	12	10%
Saturday	0	0	0	0	0	0	1	1	0	0	2	0	1	0	1	0	1	0	1	2	0	1	0	1	12	10%
Hour Total	3	3	6	0	4	1	1	4	3	1	7	6	3	6	8	2	11	9	6	6	7	7	0	5	111	
	2%	2%	5%	0%	3%	1%	1%	3%	2%	1%	6%	5%	2%	5%	7%	1%	9%	8%	5%	5%	6%	6%	0%	4%		

Total calls during CSD Work Hours	34	30%
Total calls during Off time and weekends	77	69%
After Hours calls 22:00 to 06:00	24	21%
Total Weekend Calls	21	18%
Total Calls Monday thru Friday	90	81%

8am to 8pm	10	9%
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	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	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Veg. Fires	0	0	0	0	0	0	0	0	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1
Vehicle Fires	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Misc. Fires	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Illegal Burning	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
Vehicle Accidents	3	3	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4
False Alarms	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
Hazardous Condition	1	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0
Hazardous Materials	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Standby	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pub.Svc.Asst.	1	0	3	0	1	0	1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0
Medical Aids	14	2	18	1	10	2	14	2	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	70	7
<b>Call TOTALS</b>	21	5	24	1	14	2	16	4	23	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	98	13
	<b>26</b>		<b>25</b>		<b>16</b>		<b>20</b>		<b>24</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>111</b>	
<i>CPR</i>	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Mutual Aid SLO/Mon.	5	0	1	0	0	0	4	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<b>11</b>	
Camp Bob Asst.	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<b>1</b>	
Average Calls Per	<i>Month</i>	21.7	<i>Day</i>	0.7	<i>SLO Co. MA</i>				<b>11</b>	<i>Montrey Co. MA</i>				<b>0</b>	<i>CPR TOTAL</i>						<b>1</b>					

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
MAY 28, 2020 REGULAR MEETING MINUTES  
MEETING HELD AT DISTRICT OFFICES  
1150 MISSION STREET  
SAN MIGUEL, CA 93451

- I. Meeting Called to Order by President Sangster – 6:00 P.M.
- II. Pledge of Allegiance lead by Director Kalvans after the closed session.
- III. **Roll Call:** Directors Present: Sangster, Gregory, Palafox, and Kalvans  
Directors Absent: Green
- IV. **Adoption of Regular Meeting Agenda:**  
Interim General Manager Rob Roberson asked to have the Pledge of Allegiance after the closed session.  
Motion by Director Kalvans  
Seconded by Director Sangster; Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED
- V. **ADJOURN TO CLOSED SESSION:**  
Closed Session convened at 6:04 P.M.
  - A. **CLOSED SESSION AGENDA:**
    1. **CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation**  
Pursuant to Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*
    2. **PUBLIC EMPLOYMENT**  
Title: Director of Utilities  
Pursuant to Government Code Section 54954.5
    3. **PUBLIC EMPLOYMENT**  
Title: Board Clerk/Account Clerk Manager  
Pursuant to Government Code Section 54954.5

- 4. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION** Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:

**VI. Call to Order for Regular Board Meeting/Report out of Closed Session:** 7:05 P.M.  
Report out of closed session by District General Counsel Dervin, Direction was given to staff and a Special Closed Session Meeting was scheduled for June 11<sup>th</sup> at 6 P.M.

**VII. Public Comment and Communications for matters not on the Agenda:** None

**VIII. Special Presentations/Public Hearings/Other:**

- 1. PUBLIC HEARING:** Consider Adoption of Resolution No. 2020-16 Adopting the FY 2020-21 Operations and Maintenance Budget. Director Sangster opened the Public Hearing.

Interim General Manager Rob Roberson presented the FY 2020-21 Operations and Maintenance Budget and explained the Revenue and Expense portions of the Budget. Mr. Roberson explained that the proposed Budget was based on the District approved Rate Study performed in 2017. Interim General Manager/Fire Chief Rob Roberson explained that for the Water and Wastewater budgets revenue numbers are predicated on the implementation of the third-rate increase from the Rate Study. If the third-rate increase is not implemented, the Wastewater department will not be able to fund the necessary long-term maintenance or the transfer to capital for the construction of the Wastewater Treatment Facility. The Water Department is no longer in a deficit as a direct result of the rate increases. Suspending the third and subsequent rate increases would likely drop the water department back into a deficit and hamper its ability to operate. The Water Department is also still in litigation that is expected to continue through this fiscal year, without the third rate increase the water department may not be able to fund operations and the mounting legal costs for this litigation. Interim General Manager Rob Roberson listed all department expenses and revenues with budget reserves. Please see FY 20-21 Budget at [www.sanmiguelcsd.org](http://www.sanmiguelcsd.org)

Director Sangster thanked Interim General Manager Rob Roberson and opened for Public Testimony.

**Public Comment/Testimony:** None

Director Sangster closed Public Hearing for Board of Director's discussion.

**Board Comment:** Director Gregory asked if the Budget is based on the district rate increase. Interim General Manager Rob Roberson explained that the budget is based on following the rate increases proposed by the rate study performed in 2017.

Director Kalvans thanked the District staff for the work on the budget. Director Kalvans explained that the state is having a 50-million-dollar deficit, and when the state has that big of a deficit, they can raid district tax funds. Director Kalvans gave an example of that happening in late 1990 and explained that he has a few ideas that he will bring up at Board Comment.

Director Sangster thanked the District staff for the efforts.

Motion by Director Palafox to the adoption of Resolution No. 2020-16 approving and adopting the FY 2020-21 Operations and Maintenance Budget

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

2. **PUBLIC HEARING:** Consider approving an Ordinance 01-2020 of the San Miguel Community Services District (“District”) Board of Directors adopting and amending the 2019 edition of the California Fire Code including articles, appendices, amendments, and errata of California Building Code section 7A. Director Sangster opened the Public Hearing.

Assistant Fire Chief/Fire Prevention Officer Scott Young presented the change made to the previous code with amendments to section 4-5-A, 7A, and adding section 4-17. Assistant Fire Chief Young voiced that the date on page 33 will be changed.

Director Sangster thanked Assistant Fire Chief/Fire Prevention Officer Scott and opened for Public Testimony.

**Public Comment/Testimony:** None

Director Sangster closed Public Hearing and explained that there will be an Action item for board discussion.

#### IX. STAFF & COMMITTEE REPORTS:

1. **San Luis Obispo County:** None

**Public Comment:** None

**Board Comment:** None

2. **Camp Roberts:** Army National Guard (CON Horvath) CON Horvath explained that Camp Roberts has also been under health-protective measures and explained that it has been quiet. CON Horvath thanked the San Miguel Fire Department for the help with the unscheduled fire, that began about 3 PM and burned about four-thousand acres. Camp Roberts does have a controlled burn scheduled for June 3<sup>rd</sup>. On June 30<sup>th</sup> all travel restrictions will be lifted for military, and San Miguel will see an increase in numbers for troops training that cannot be delayed any longer.

**Board Comment:** Director Sangster thanked CON Horvath for attending.

**Public Comment:** None

3. **Community Service Organizations: San Miguel Firefighters Association,** Report by Michelle Hido, Treasurer for the San Miguel Firefighters Association, informed the Board of Directors that the San Miguel Firefighters Association has purchased an official “Station Bell” that will be used in Bells Across America. Discussion ensued about the significance of the bell and where it will be displayed. Mrs. Hido explained that she is still working with the San Luis Obispo County Public Works Department about the proposed “Dog Park” at the Father Reginald Park. Discussion ensued about who takes responsibility for the Park.

**Boars Comment:** Director Sangster asked if she knew if the SLO County Public Works would be maintaining the Father Reginald Park? Mrs. Hido explained that they voiced that they do not maintain the park.

**Public Comment:** None

4. **Interim General Manager:** Interim General Manager/ Fire Chief Rob Roberson updated the Board of the Director that the County as of May 27<sup>th</sup> has only one active case of

COVID-19, shelter at home is still in place and restrictions on businesses have started to be lifted; San Miguel has reported 9 cases and all have recovered. Discussion ensued. Interim General Manager/ Fire Chief Rob Roberson also explained that District Financials are on track and once the June financials are completed and when the year-ends for FY2019-2020 are completed, we are planning to start the audit process. We are currently on year two of a three-year contract with Moss, Levy & Hartzheim LLP for District auditing services. An engagement letter for the 2019-2020 services will go out this June. Mr. Roberson updated the Board on where the District was with billing collections and any loss due to COVID-19. An RFP for Accounting Services will be brought to the Board for approval in June 2020. Discussion ensued about ending the current fiscal year with a positive in the District financials.

**Board Comment:** Director Sangster asked about the Coblenz Biehl & Cramer; Accounting Services and if that had been budgeted for in the new FY 20-21 budget. Interim General Manager/ Fire Chief Rob Roberson voiced that there is a line item in the budget for this item and anticipates that it will be less than last year. Director of Utilities Kelly Dodds explained to answer Director Sangster's question about the Accounting Services line item 325 for the FY20-21 budget line expense is for both Moss, Levy District Auditor, and Coblenz Biehl & Cramer the Districts Consulting Accounting services with a total of \$25,373.00 split between funds.

Director Kalvans asked Chief Roberson why he thought Paso Robles was a "hot spot" for the COVID-19. Interim General Manager/ Fire Chief Rob Roberson voiced that there is a lot of information out there with a lot of people working on it, and at this point, things change rapidly.

**Public Comment:** None

5. **District General Counsel:** Presented by Counsel Dervin. ChurchwellWhite, LLC. Nothing to report at this time.

**Board Comments:** None

**Public Comments:** None

6. **District Engineer:** Written report submitted as-is. Dr. Blaine Reely was not present, and Director of Utilities Kelly Dodds asked for any questions.

**Board Comment:** Director Sangster asked about projects for grants and wanted to know if they have seen any differences with the grants due to the major deficit in the State Budget and County Budgets for the next year. Director of Utilities Kelly Dodds explained that what he sees is that the Federal Government is pouring money into smaller construction projects and low-income housing and explained that the grants that the District currently have are locked in unless HUD pulls funding from everything. The other grants are unsecured funding and might change but, he has not heard of any funding being pulled.

Director Kalvans voiced that he read that CBDG funds are being directed to the homeless. Discussion ensued about how CBDG is funded.

Director Gregory asked for clarification about who funds the Grants. Director of Utilities Kelly Dodds explained that CBDG is federally funded and distributed by the County.

Interim General Manager/ Fire Chief Rob Roberson explained that the District is only 17% of the tax rate and will be watching any changes proposed closely and will update the Board of Directors if he sees any changes, but to keep in mind that there is potential for cuts.

**Public Comment:** None

7. **Director of Utilities:** Written report submitted as-is and asked for any questions.

**Board Comment:** Director Kalvans asked when it was scheduled to start work on the District Master plans for Water and Wastewater. Director of Utilities Kelly Dodds explained that he has a meeting planned for next week to start the process.

**Public Comments:** None

8. **Fire Chief & Asst. Fire Chief:** Fire Chief Rob Roberson, and Assistant Chief Young submitted the report as written. Fire Chief Roberson explained that the Department had a large fire on the terrace and would speak more of that in next month's meeting.

**Board Comments:** Director Kalvans asked, who was doing the fire investigation? Fire Chief Rob Roberson explained that San Miguel Fire is the lead.

**Public Comment:** None

- X. **CONSENT ITEMS:** Director Sangster asked to discuss item number one and Director Kalvans asked to discuss item number three.

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

- a. 04-23-2020 Regular Board Meeting

**Board Comment:** Director Sangster voiced that page 70 spelling item 7 under board comment, impressed changed, and page 79 revised Board Comment, to be more understandable in regarding the “size” change with fire ordinance.

**Public Comment:** None

Motion by Director Sangster to approve Consent items 1.a as amended.

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

**2. Review and approve RESOLUTION 2020-17 adopting the County of San Luis Obispo 2019 Multi-jurisdictional Hazard Mitigation Plan update.**

**Board Comment:** None

**Public Comment:** None

Motion by Director Kalvans to approve RESOLUTION 2020-17 adopting the County of San Luis Obispo 2019 Multi-jurisdictional Hazard Mitigation Plan update.

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

**3. Review and approve RESOLUTION 2020-18 adopting the County of San Luis Obispo 2019 Public Improvement Standards and Drawings and modifications for San Miguel Community Service District.**

**Board Comment:** Director Kalvans voiced that he did have a conversation with the Director of Utilities Kelly Dodds about some of the issues that he has with the County Standards. Director Kalvans voiced he has issues and feels that there are deficiencies in the

County Standard. One issue is that there are barricades at the end of developments where roads stop, which might be used in the future and landscaping standards. Director of Utilities Kelly Dodds, issue with the barricade; it is only when roads do not need the access. Discussion ensued about access and barricades or gates. Assistant Fire Chief Scott Young voiced that Appendix D of the District Fire Code addresses that issue. Director Kalvans asked about the District Lighting Standards and would like to have some landscaping standards. The county does have landscaping standards for drought tolerance, Director of Utilities Kelly Dodds voiced that the District is much more proactive and is reviewing all plans, Discussion ensued.

Director Palafox asked what standards the District has been using? Director of Utilities Kelly Dodds replied that the District has been using the San Luis Obispo Standards that the District adopted in 2014 and explained that this was brought to the Board of Directors to catch up to the 2019 County standards and make it official.

**Public Comment:** None

Motion by Director Kalvans to approve RESOLUTION 2020-18 adopting the County of San Luis Obispo 2019 Public Improvement Standards and Drawings and Modifications for San Miguel Community Service District

Seconded by Director Sangster Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED

## **XI. BOARD ACTION ITEMS:**

- 1. Review, Discuss, Receive, and File the Enumeration of Financial Report for April 2020.** Item was presented by Interim General Manager/ Fire Chief Rob Roberson and Financial Officer Paola Freeman asking for any questions.

**Board Comment:** None

**Public Comment:** None

Motion by Director Palafox to Receive and File the Enumeration of Financial Report for April 2020.

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

- 2. First reading of proposed ORDINANCE 02-2020 SMCSO Solid Waste and Recycling Ordinance** Item was presented by Interim General Manager/ Fire Chief Rob Roberson that explained that this is the first reading of the proposed Solid Waste and Recycling. Interim General Manager/ Fire Chief Rob Roberson read the summary of the proposed Ordinance and asked for any comments or changes needed. The Ordinance will be brought back for Board approval as a Public Hearing in June 2020.

**Board Comment:** Director Kalvans voiced that Aron Kardashian from San Miguel Garbage was present and asked if they have reviewed the proposed ordinance. Mr. Kardashian from San Miguel Garbage voiced that he has reviewed and agrees with the ordinance.

Director Kalvans asked about Section 6/E; E. Solid waste, organics, and recyclables shall be placed in the containers furnished by the Franchisee. Aron Kardashian explained that they do supply green waste containers and that it is okay for residence to compost if it does not become a nuisance to neighbors.

Director Klavans voiced that he would like to add verbiage that reads that San Miguel supports zero waste and feels that it will only help the District in the future with any grant applications. Discussion ensued about Zero Waste and SB13. Director Kalvans asked about recyclable and Discussion ensued about what will be recyclable in the future. Mr. Kardashian voiced that there will be a lot of education coming in the future for recycling. Director Sangster voiced that he feels the best place to add the verbiage to Section 33 of the proposed ordinance. Legal will need to advise on language.

*Board consensus is to add the language to new section number 33 to say that San Miguel supports and promotes zero waste with a legal review.*

*Public Hearing for approval will be held on June 25<sup>th</sup>, 2020 regular scheduled meeting.*

**Public Comment:** None

3. **Consider Adoption of ORDINANCE 01-2020 SMCSO Fire Code for ratification by the San Luis Obispo Board of Supervisors** Item presented by Assistant Fire Chief/Fire Prevention Officer Scott Young updating the Board that this item was presented as a Public Hearing and now it was time to approve the Ordinance 01-2020 to present to the San Luis Obispo Board of Supervisors. Mr. Young voiced that page 33 dates will be amended.

**Board Comments:** Director Gregory asked about restrictions on propane tanks and what those if any restrictions are; giving the example of the San Miguel Mission and would like to have more verbiage about agricultural land. Assistant Fire Chief/Fire Prevention Officer Scott Young voiced that the restrictions are per the CA State Fire Code and that it is different for properties outside the URL, and will be looked at separately. The San Miguel Mission is grandfathered in.

Director Sangster asked about gun powder. Discussion ensued about gun power storage and restrictions and the District not being able to inspect on private property.

Director Kalvans asked about natural gas in the community and if it is available to our local residence. Assistant Fire Chief/Fire Prevention Officer Scott Young explained that the CSD is going by the California Fire Code standards, a discussion ensued. The Board of Directors voiced that they would like to bring back the Fire Code when changes to the California Fire Code change every three years. Mr. Young voiced that the review of this ordinance now is to take to the San Luis Obispo County Board of Supervisors, which will help with plan reviews. Discussion ensued.

**Public Comment:** None

Motion by Director Kalvans to amendment section A dates, and to review said ordinance one-year from the date approved; and approves adoption of ORDINANCE 01-2020 SMCSO Fire Code



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

4. **Review and approve a RESOLUTION 2020-21 revising the Investment Policy for San Miguel** Item presented by Interim General Manager Rob Roberson explaining that this item is brought each year with the Budget. Only dates have been changed.

**Board Comment:** Director Palafox asked what CD's the District owns? Interim General Manager Rob Roberson explained that the San Miguel Lighting fund owns two five-year CDs.

**Public Comment:** None

Motion by Director Sangster to approve a RESOLUTION 2020-21 revising the Investment Policy for San Miguel C.S.D.

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

5. **Review and approve RESOLUTION 2020-22 approving the proposal from Martinelli Landscape Construction Inc for the ongoing maintenance of landscaping along Mission Street and at the Gateway Signs.** Item presented by Director of Utilities Kelly Dodds updating the Board of Directors that this item was brought back per Board direction. Mr. Dodds explained that Martinelli Landscaping proposed a maintenance contract for the three sections and each cost proposal was discussed. Per Board Direction the District's Utility staff has finished the clean-up and irrigation repairs and is working through the plantings. An invoice will be prepared for the San Miguel Chamber for reimbursement once the planting is completed.

**Board Comment:** Director Sangster asked how much the cost has been to get the downtown cleaned up and irrigation working? Director of Utilities Kelly Dodds explained that to date around 1,500.00 dollars. Discussion ensued about the Father Reginald Park and Utility Staff maintaining the three sections of landscaping maintenance. Director of Utilities Kelly Dodds informed the Board of Directors that he feels that with the staffing the District has now; they could do the continued maintenance being discussed.

Director Palafox asked if farm labor/staff agency labor would be of use? Discussion about the use of a staffing agency labor being used if needed in the future.

Director Kalvans thanked the staff and explained that the community voiced that they are thankful.

Director of Utilities Kelly Dodds thanked San Miguel Garbage for the wood chips and Awalt for the donation of fittings. Discussion ensued about a Press Release with the interim General Manager voicing that he would be the one to contact the press.

**Public Comment:** Michelle Hido and Scott Young San Miguel Resident voiced that the San Miguel Firefighters Association is working on taking on the Father Reginald Park. Michelle Hido voiced that there are issues with the sprinklers and that they are using a large amount of water. Discussion ensued about how to make this idea happen, and how the San Miguel CSD can help.

*Consensus of the Board is to table the item and bring back with a resolution formalizes the Board's position on the landscaping maintenance and authorizes the expense of Lighting Department funds for the purposes of performing the landscape maintenance activities. The District will perform the maintenance on the landscaping on the West side of Mission Street between 11<sup>th</sup> and 14<sup>th</sup>, Father Reginald Park, and the North and South Gateway monuments.*

- 6. Review and approve RESOLUTION 2020-19 authorizing the Director of Utilities to negotiate the purchase of a light-duty truck for the utilities department in an amount not to exceed \$35,000.** Item was presented by Director of Utilities Kelly Dodds explaining that with the increase in workload and the recent purchase of equipment, there is an immediate need to purchase a ½ ton (or better) pickup, with a standard truck bed. This new truck will be used to perform normal daily tasks, move equipment and materials around the district, and to attend meetings and picking up materials. This utility vehicle is not currently budgeted, and this request is to be paid from Capital Reserves.

**Board Comment:** Director Kalvans voiced that he heard that Hertz was selling their Ram Trucks for around twenty-three thousand; due to bankruptcy and would like staff to look into it. Director of Utilities Kelly Dodds explained that he has a quote for a new Ram truck for twenty-seven thousand and explained that for three thousand more the District would know what they are getting.

Director Gregory voiced that she feels that rental vehicles tend to be abused, Discussion ensued.

Director Sangster asked if we have looked at surplus vehicles?

Director Kalvans asked about an energy-wise vehicle and if the District could get any grants?

Director Kalvans asked about the other District vehicles and their life span. Discussion ensued about the life span of the district vehicles and each vehicle is essential. Director Sangster voiced that he has avenues that might help and would like to give Director of Utilities Kelly Dodds some of his connections and asked to table the item until next month to research other options. Discussion ensued about what the District's needs are in a vehicle.

**Public Comment:** None

*Consensus of the Board is to table this item for next month, and have Director Sangster work with the Director of Utilities Kelly Dodds on options and bring back to the Board in June.*

- 7. Review and approve RESOLUTION 2020-23 authorizing the Director of Utilities to negotiate the purchase of an equipment trailer for the utilities department in an amount not to exceed \$10,000.** Item presented by Director of Utilities Kelly Dodds explaining that with the increase in workload in the Utilities Department there is a need to purchase an equipment trailer to move materials and equipment around the District. To move some District equipment and materials, we either must rent a trailer or use employee's trailers that can't be moved in the District's dump trailer. After initial pricing

received, we are confident that we can negotiate a price for a trailer for less than the requested amount including all taxes and delivery. Director of Utilities Kelly Dodds asked that the Board authorize the Director of Utilities to negotiate for this trailer up to a maximum of \$10,000 to be paid from Lighting, Wastewater, Water, and Solid Waste equally. This trailer is not currently budgeted, and this request is to be paid from Capital Reserves.

**Board Comment:** Director Sangster asked if this is for a new trailer and has, he investigated used. Director of Utilities Kelly Dodds explained that he thinks that it is in the best interest of the District to buy new because it is a trailer. Director Sangster also asked where the quotes were from. Discussion ensued about local retailers and the specs needed. Director Palafox asked if he was correct that the need is for dimensions of 20 ft by 8 ft dual axel, low approach trail. Director of Utilities Kelly Dodds explained that he was correct, and discussion ensued about why the District needed a low approach trailer.

Director Gregory asked if it was like a car trailer and Director of Utilities Kelly Dodds explained that it is like a car trailer but called a tilt trailer. Director Gregory voiced that she has purchased trailers for her business and that she would agree that a new trailer is more beneficial for the District and feels that it is an item that doesn't need to be micromanaged by the Board.

**Public Comment:** None

Motion by Director Kalvans approve RESOLUTION 2020-23 authorizing the Director of Utilities to negotiate the purchase of an equipment trailer for the utilities department in an amount not to exceed \$10,000.

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

- 8. Review and Adoption of RESOLUTION NO. 2020-20 Authorizing the Abatement of Weeds Within the District Boundaries.** Item presented by Assistant Fire Chief/Fire Prevention Officer Scott Young asking for the Board to approve Resolution 2020-20 to order the abatement by removing the nuisance weeds and/ or fuels located on the properties described in Exhibit "A" attached. Assistant Fire Chief/Fire Prevention Officer Scott Young explained that after the weeds are abated by a contractor the District will hold a Public Hearing on June 25<sup>th</sup>, 2020, to authorize the cost to be assessed to the SLO County property tax bill. Discussion ensued about the contractor that would be doing the abatement.

**Board Comment:** Director Gregory asked if she was correct that the property owner is billed for this? Assistant Fire Chief/Fire Prevention Officer Scott Young explained that it is put on the property owner's property taxes and will come back for approval next month.

**Public Comment:** None

Motion by Director Kalvans to approve RESOLUTION NO. 2020-20 Authorizing the Abatement of Weeds Within the District Boundaries.

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

9. **Review and approve RESOLUTION 2020-24 authorizing a budget adjustment in the amount of \$10,500 for testing of existing non-district wells to determine prime locations for new District wells** Item presented by Director of Utilities Kelly Dodds explaining that the District is working toward a new location for an additional potable well site, and explained that additional testing is needed of existing wells in our general area to get a better picture of the water quality throughout the area. Staff intends to test eight to ten wells, both private and government, which are available for us to test. The cost is approximately \$10,500 to test for all the naturally occurring regulated contaminants which may prohibit the District from location a well in that areas. This testing will provide vital information regarding whether water treatment would be required in order to pump into the system.

**Board Comment:** Director Kalvans asked if the data collected will help the District find the best site for future wells and was wondering if the District could use private wells? Director of Utilities Kelly Dodds explained that they will get data from private wells but would not want to develop any wells on private land and explained that the District has the geology but needs the wells tested to see what contaminants there are. Director Kalvans asked what was the most South wells that he would be testing? Mr. Dodds voiced that it would be the Caledonia or the Cemetery because it would have to be cost-effective also. Director Sangster asked when the District would be seeing a new well developed? Director of Utilities Kelly Dodds explained that it would be within the next two years, and all data collected would be viable/stable until then because they will be testing for naturally occurring contaminants that might be deal killers. Discussion ensued about getting a grant for a new well.

Director Gregory asked if the District will be testing any wells on the Eastside? Director of Utilities Kelly Dodds explained that they do have a lot of data already from the Eastside and feels that it is not needed or cost effective.

**Public Comment:** None

Motion by Director Sangster to approve RESOLUTION 2020-24 authorizing a budget adjustment in the amount of \$10,500 for testing of existing non-district wells to determine prime locations for new District wells.

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

10. **Discuss setting a date for a District Strategic Planning workshop.** Item presented by Interim General Manager/Fire Chief Rob Roberson informed the Board that Director Kalvans made a formal request on May 3rd to have this item put on the May agenda to address the District long-term strategic planning, and on May 15<sup>th</sup>, Mr. Roberson met with District Kalvans to review and discuss items to address in a District Long Term Strategic Plan and will need to set a date for a workshop for all District Board Members and the public to attend. Interim General Manager/Fire Chief Rob Roberson explained that over the past few years, there have been several plans suggested by various groups that could

improve the San Miguel community and its surroundings. The CSD has plans that meet requirements for the Water and Wastewater and a general plan for the Fire Department but the District has not vetted a Long-Term General District Strategic Plan. This workshop is to establish a plan with a timeline and set benchmarks that meet the District's needs and goals. The Staff suggested that the meeting is in September.

**Board Comment:** Director Sangster asked if September 10<sup>th</sup> would work for everyone?

Kalvans voiced that he has done a lot of research and there are at least ten different County documents that he feels need to be reviewed. Discussion ensued about what would be discussed, and that District does need a plan moving forward.

Director Kalvans voiced that he would like to use the process of having a Master Plan that is per fund and have more flexibility. Discussion ensued about keeping tax funds in the District. Director Kalvans explained that he will be sending information to the clerk to get the information to the rest of the Board and would also request that the District hold off on any LAFCO changes. District Clerk informed the Board that LAFCO has sent paperwork to start an update of the District's sphere of influence (SOI), and Municipal Service Review (MSR). District Clerk voiced that the project is large and would need help getting LAFCO all the requested information. Director Kalvans asked that we wait until after the Strategic Planning Workshop to do anything with the LAFCO documents.

**Public Comment:** None

*Consensus of the Board of Directors is to schedule a District Strategic Planning Workshop for September 10, 2020, at 6:00 P.M. and to wait on the LAFCO SOI & MSR.*

- 11. Continued discussion on the Fire Department Temporary Housing unit.** Item was presented by Assistant Fire Chief/Fire Prevention Officer Scott Young updating the Board of Directors that he has followed up about the temporary housing that is currently at the Sherriff Station in Templeton and was informed that it is off the table for San Miguel due to CalFire having plans for it in San Luis Obispo. Assistant Fire Chief/Fire Prevention Officer Scott informed the Board that he has talked to the owner of the property just south of the current fire station and the owner was okay with a lease to put a temporary housing for the San Miguel Fire Department at that location. Discussion ensued.

**Board Comment:** Raynette Gregory asked what would happen after the temporary housing. Assistant Fire Chief/Fire Prevention Officer Scott Young informed Director Gregory that the District is interested in having a Sherriff office at the station.

Director Sangster voiced that the goal is to have the current station be only for the Fire Department and have the SLO County Sherriff office here as we expand/remodel.

*Informational item only*

- 12. Discussion on status of Machado Wastewater Treatment Facility expansion and aeration upgrade project.** Item presented by Director of Utilities Kelly Dodds updating the Board of Directors that in April the plant averaged 155,411 gallons per day, 78% of hydraulic design capacity with a max day of 176,423 gallons that is 88% of hydraulic design capacity. Director of Utilities Kelly Dodds updated the Board that they have fixed all the issues that USDA had with the engineering report and plans on that going back to

them next week for their review. The Board approved DUDEK for environmental work and they have started their review and will be out at the District next week. Director of Utilities Kelly Dodds explained that the goal is to have construction funds by the end of the year and have a bid process after that.

**Board Comment:** None

**Public Comment:** None

*Informational item only*

- XII. BOARD COMMENT:** Director Kalvans voiced that he has two comments. First, he was reading the information about the “time of use water meters” (AMI) and asked if that would be something that the District could be a trial on. Director of Utilities Kelly Dodds explained that to get started with AMI meters would cost the District approximately one-hundred-thousand dollars to get started. District Clerk voiced that it was explained that the meter companies have already picked the trial areas. Director of Utilities Kelly Dodds explained that the District has almost completed the “Radio” (AMR) read meter change-outs within the District. Discussion ensued about the differences between AMI and AMR. Director Kalvans also explained that he has been in contact with Mr. Rybeck from “Small Towns” and he informed Director Kalvans that he would be willing to do a Webinar at a lower cost. Discussion ensued about the cost with Mr. Kalvans voicing that he would like to continue the discussion on the land tax. Discussion ensued.
- Director Sangster asked what the feedback was from the SLO County Assessor? Director Kalvans voiced that the SLO County Assessor was worried about all the other entities in the tax base. Director Kalvans explained that he had District Counsel look into the Rossi case and that the Districts Counsel said that it was legal; the voters have the right to lower their taxes, and the County cannot lock any tax in. Discussion ensued.
- Director Sangster asked if everyone would be watching the webinar separately or all together? Director Kalvans explained that it would be all together and as a live webinar would need to be scheduled as a special meeting or workshop. The other Board of Directors asked Director Kalvans to look into having a recorded webinar that they could watch individually. Information Director Kalvans will be sent out through the Clerk.

- XIII. ADJOURNMENT TO NEXT MEETING:** Adjournment at Approximately 10:11 P.M.

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
JUNE 11, 2020 Special Meeting Minutes  
MEETING HELD AT DISTRICT OFFICES  
1150 MISSION STREET  
SAN MIGUEL, CA 93451

- I. Meeting Called to Order by President Sangster – 6:07 p.m.
- II. Pledge of Allegiance led by Director Kalvans.
- III. **Roll Call:** Directors Present: Sangster, Kalvans, Palafox, and Gregory  
Directors Absent: Green
- IV. **Adoption of Regular Meeting Agenda:**  
Motion by Director Sangster to approve agenda.  
Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES  
and 1 ABSENT.
- V. **ADJOURN TO CLOSED SESSION: 6:13 P.M.**
  - A. **CLOSED SESSION AGENDA:**
    1. **PUBLIC EMPLOYMENT**  
Title: Director of Utilities  
Pursuant to Government Code Section 54954.5
    2. **PUBLIC EMPLOYMENT**  
Title: Board Clerk/Account Clerk Manager  
Pursuant to Government Code Section 54954.5
- VI. **Call to Order: Report out of Closed Session:** Direction was given to Staff
- VII. **Public Comment and Communications for matters not on the Agenda:** None
- VIII. **Special Presentations/Public Hearings/Other:**
- IX. **STAFF & COMMITTEE REPORTS:** None
- X. **CONSENT ITEMS:** None
- XI. **BOARD ACTION ITEMS:** None

**XII. BOARD COMMENT:**

**XIII. ADJOURNMENT TO NEXT MEETING: 9:54 P.M.**

DRAFT





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

June 25, 2020

**AGENDA ITEM: XI - 1**

**SUBJECT:** Financial Report for May 2020

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**RECOMMENDATION: Review and File the Enumeration for Financial Reports for May 2020**

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**May 2020 Payroll Expense:** CSD Payroll \$54,534.52 / Fire Stipend \$2,341.10

**May 2020 Income:** \$311,007.75

**May 2020 Expenses:** \$89,242.19

1. Churchwell White LLP \$13,526.37
2. Marks Tire Service \$2,708.77 (Truck # 8696)
3. California School Board \$2,500.00 (GASB Report)
4. South Coast Emergency Vehicle \$2,450.68 (Truck #8696)
5. Coast Pipe \$2,319.06 (1765 Bonita)
6. Coblenz Biehl & Cramer \$1,697.50
7. MBS Land Survey \$1,200.00
8. PGE \$1,083.72
9. CA State Fire Fighters, \$1,072.50 (Membership)
10. Local IT Experts \$890.00

**Recommendation:** Review and File the Enumeration for the Financial Reports for May 2020. This item is for information and discussion only.

**PREPARED BY:**

*Paola Freeman*

Paola Freeman, Financial Officer

06/12/20  
10:00:48

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 5/20

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

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5757	18341S	650 13 STARS MEDIA	181.28					
		Public Hearing Notice Fire Code 2020						
1	5035	05/11/20 Public Hearing Notice	181.28			20 62000	393	10200
5758	18341S	650 13 STARS MEDIA	59.84					
		Notice of Budget Adoption						
1	5036	05/11/20 Notice of Budget Adoption	13.16			20 62000	393	10200
2	5036	05/11/20 Notice of Budget Adoption	1.20			30 63000	393	10200
3	5036	05/11/20 Notice of Budget Adoption	21.54			40 64000	393	10200
4	5036	05/11/20 Notice of Budget Adoption	22.74*			50 65000	393	10200
5	5036	05/11/20 Notice of Budget Adoption	1.20			60 66000	393	10200
		<b>Total for Vendor:</b>	<b>241.12</b>					
5730	18342S	34 BLAKE'S INC	26.68					
		Well 3						
1	1347182	04/28/20 Hooks, metal	26.68*			50 65000	353	10200
		<b>Total for Vendor:</b>	<b>26.68</b>					
5733	18343S	432 CA STATE FIREFIGHTERS'	1,072.50					
		Active Firefighter Membership Dues						
		05/01/20 ~ 04/30/21						
1	11567	04/28/20 14 Members	1,072.50*			20 62000	385	10200
		<b>Total for Vendor:</b>	<b>1,072.50</b>					
5732	18344S	420 CALIFORNIA RURAL WATER	643.00					
		Water Connections:811						
		Wastewater Connections: 635						
		ID #CA4010010 Renewal Period ~ Jun 2020 to Jun 2021						
1	0619-0620	06/10/19 Water Connection fees	321.50*			50 65000	385	10200
2	0616-0620	06/10/19 Wastewater Connection fees	321.50*			40 64000	385	10200
		<b>Total for Vendor:</b>	<b>643.00</b>					
5731	18345S	631 CALIFORNIA SCHOOL BOARDS	2,500.00					
		18-19 GASB Report						
1	50800W7W4H	05/05/20 GASB Report	550.00			20 62000	325	10200
2	50800W7W4H	05/05/20 GASB Report	50.00			30 63000	325	10200

06/12/20  
10:00:48

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 5/20

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

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3	50800W7W4H	05/05/20 GASB Report	900.00			40 64000	325	10200
4	50800W7W4H	05/05/20 GASB Report	950.00			50 65000	325	10200
5	50800W7W4H	05/05/20 GASB Report	50.00			60 66000	325	10200
<b>Total for Vendor:</b>			<b>2,500.00</b>					
5779 18368S 67 CHARTER COMMUNICATIONS			89.97					
Acct# 8245101050040553								
1765 Bonita Treatment Plant								
Service from 5/18/2020 ~ 6/17/2020								
1	05-18-2020	05/18/20 Internet/Voice	89.97			40 64000	375	10200
<b>Total for Vendor:</b>			<b>89.97</b>					
5766 18369S 473 CHURCHWELL WHITE LLP			13,526.37					
Professional Services Rendered through March 31, 2020								
1	38655	05/14/20 General Counsel	170.26			20 62000	327	10200
2	38655	05/14/20 General Counsel	15.48			30 63000	327	10200
3	38655	05/14/20 General Counsel	278.60*			40 64000	327	10200
4	38655	05/14/20 General Counsel	294.08*			50 65000	327	10200
5	38655	05/14/20 General Counsel	15.48			60 66000	327	10200
6	38656	05/14/20 Steinbeck vs SLO	4,165.90			50 65000	332	10200
7	38657	05/14/20 Water	3,218.60*			40 64000	327	10200
8	38657	05/14/20 Water	3,218.60*			50 65000	327	10200
12	38658	05/14/20 White Oaks	266.67*			50 65000	327	10200
13	38659	05/14/20 HR	88.00			20 62000	327	10200
14	38659	05/14/20 HR	8.00			30 63000	327	10200
15	38659	05/14/20 HR	144.01*			40 64000	327	10200
16	38659	05/14/20 HR	152.01*			50 65000	327	10200
17	38659	05/14/20 HR	8.00			60 66000	327	10200
18	38663	05/14/20 COVID - 19	322.52			20 62000	327	10200
19	38663	05/14/20 COVID - 19	29.32			30 63000	327	10200
20	38663	05/14/20 COVID - 19	527.77*			40 64000	327	10200
21	38663	05/14/20 COVID - 19	557.09*			50 65000	327	10200
22	38663	05/14/20 COVID - 19	29.32			60 66000	327	10200
23	38661	05/14/20 HR Investigation	3.67			20 62000	327	10200
24	38661	05/14/20 HR Investigation	0.33			30 63000	327	10200
25	38661	05/14/20 HR Investigation	6.00*			40 64000	327	10200
26	38661	05/14/20 HR Investigation	6.33*			50 65000	327	10200

06/12/20  
10:00:48

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 5/20

Page: 3 of 12  
Report ID: AP100V

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

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
27	38661	05/14/20 HR Investigation	0.33			60 66000	327	10200
		<b>Total for Vendor:</b>	<b>13,526.37</b>					
5727	18334S	999999 COAST PIPE	2,319.06					
1765	Bonita							
1	64907	04/30/20 Barbed Wire, T Post	2,319.06*			40 64000	582	10200
		<b>Total for Vendor:</b>	<b>2,319.06</b>					
5750	18346S	583 COBLENTZ BIEHLE & CRAMER	1,697.50					
		Bank recon, Payroll JV's, review object codes, budget.						
1	6938	04/30/20 Bank recon, PR JV's, Budget	373.45			20 62000	325	10200
2	6938	04/30/20 Bank recon, PR JV's, Budget	33.95			30 63000	325	10200
3	6938	04/30/20 Bank recon, PR JV's, Budget	611.10			40 64000	325	10200
4	6938	04/30/20 Bank recon, PR JV's, Budget	645.05			50 65000	325	10200
5	6938	04/30/20 Bank recon, PR JV's, Budget	33.95			60 66000	325	10200
		<b>Total for Vendor:</b>	<b>1,697.50</b>					
5753	18347S	429 COUNTY OF SAN LUIS OBISPO - EH	211.40					
	ACCT# AR0011381							
1	IN0125990	05/08/20 Cross Connection	129.20			50 65000	362	10200
2	IN0126222	05/08/20 Cross Connection	82.20			50 65000	362	10200
		<b>Total for Vendor:</b>	<b>211.40</b>					
5788	18370S	999999 CS NINO	45.86					
		RE-ISSUE CHECK #17241 for water & Sewer deposit refund						
		874 Rio Mesa Circle						
1	27547-01	05/15/18 Water & Sewer deposit refund	45.86			50 20550		10200
		<b>Total for Vendor:</b>	<b>45.86</b>					
5752	18348S	999999 DEPT. FORESTRY & FIRE PROTECTION	448.00					
		Statutes & Regulations Class 9-2019 SAR0027						
1	FS-SAR0027	04/28/20 Statutes & Regulations Cla	448.00			20 62000	386	10200
		<b>Total for Vendor:</b>	<b>448.00</b>					

06/12/20  
10:00:48

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 5/20

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

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5734 #8000653	18349S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	081154A	04/29/20 Metals	67.00			50 65000	358	10200
5735 #8000653	18349S	112 FGL - ENVIRONMENTAL ANALYTICAL	200.00					
1	081155A	05/04/20 Coliform	100.00			50 65000	357	10200
2	081155A	05/04/20 Wet Chem	100.00			50 65000	359	10200
5764 #8000653	18349S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	081208A	05/12/20 Metals	67.00			50 65000	358	10200
5767 Acct# 8000653	18371S	112 FGL - ENVIRONMENTAL ANALYTICAL	14.00					
1	081296A	05/15/20 Metals	14.00			50 65000	358	10200
5768 Acct# 8000653	18371S	112 FGL - ENVIRONMENTAL ANALYTICAL	42.00					
1	081294A	05/15/20 Metals	42.00			50 65000	358	10200
5780 Acct# 8000653	18371S	112 FGL - ENVIRONMENTAL ANALYTICAL	42.00					
1	081368A	05/21/20 Metals	42.00			50 65000	358	10200
5781 Acct# 8000653	18371S	112 FGL - ENVIRONMENTAL ANALYTICAL	125.00					
1	081367A	05/21/20 Metals	125.00			50 65000	359	10200
		<b>Total for Vendor:</b>	<b>557.00</b>					
5756 Acct #805-467-2015-051216-5	18350S	308 FRONTIER COMMUNICATIONS	61.29					
		Service from 5/01/20 ~ 5/31/20						
SCADA								
1	May 2020	05/01/20 Alarm/SCADA	30.65			40 64000	310	10200
2	May 2020	05/01/20 Alarm/SCADA	30.64			50 65000	310	10200
		<b>Total for Vendor:</b>	<b>61.29</b>					

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5789	18373S 999999	JAMES RAMOS	37.95					
		RE issue check 17916 Water & Sewer Deposit Refund 1165 L Street						
1	20384-04 05/29/20	Water & Sewer deposit refund	37.95			50 20550		10200
		<b>Total for Vendor:</b>	<b>37.95</b>					
5787	18374S 999999	JUAN PLASCENCIA JR.	100.00					
		RE-Issue check 17089/17100 Water refund 1425 Mission Street						
1	1425 Missi 05/28/20	Water refund	100.00			50 20550		10200
		<b>Total for Vendor:</b>	<b>100.00</b>					
5736	18351S 633	KELLY-MOORE PAINTS	199.77					
1	102132 04/30/20	DSNFTNT/SNTZA	199.77			20 62000	305	10200
		<b>Total for Vendor:</b>	<b>199.77</b>					
5763	18352S 510	LOCAL IT EXPERTS	890.00					
		May 2020 Service						
1	236 05/13/20	IT Service~ May 2020	195.80			20 62000	350	10200
2	236 05/13/20	IT Service~ May 2020	17.80			30 63000	350	10200
3	236 05/13/20	IT Service~ May 2020	320.40*			40 64000	350	10200
4	236 05/13/20	IT Service~ May 2020	338.20*			50 65000	350	10200
5	236 05/13/20	IT Service~ May 2020	17.80*			60 66000	350	10200
		<b>Total for Vendor:</b>	<b>890.00</b>					
5737	18353S 517	MARK'S TIRE SERVICE	2,708.77					
		Truck #8696						
1	40094 05/04/20	Truck #8696	2,708.77*			20 62000	354	10200
		<b>Total for Vendor:</b>	<b>2,708.77</b>					
5751	18354S 649	MBS LAND SURVEYS	1,200.00					
		Boundary Survey						
1	18-284.1 05/05/20	Boundary Survey	1,200.00*			40 64000	582	10200
		<b>Total for Vendor:</b>	<b>1,200.00</b>					

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5738	18355S	646 MISSION UNIFORM SUPPLY	45.56					
		Uniforms; Dodds, Sobotka, Pittman, VanBrunt						
1	512354898	04/29/20 Employee Uniforms	22.78*			40 64000	495	10200
2	512354898	04/29/20 Employee Uniforms	22.78			50 65000	495	10200
5739	18355S	646 MISSION UNIFORM SUPPLY	45.56					
		Uniforms; Dodds, Sobotka, Pittman, VanBrunt						
1	512397982	05/06/20 Employee Uniforms	22.78*			40 64000	495	10200
2	512397982	05/06/20 Employee Uniforms	22.78			50 65000	495	10200
5769	18376S	646 MISSION UNIFORM SUPPLY	45.56					
		Uniforms; Dodds, Sobotka, Pittman, VanBrunt						
1	512488238	05/20/20 Employee Uniforms	22.78*			40 64000	495	10200
2	512488238	05/20/20 Employee Uniforms	22.78			50 65000	495	10200
5786	18376S	646 MISSION UNIFORM SUPPLY	45.56					
		Uniforms; Dodds, Sobotka, Pittman, VanBrunt						
1	512533165	05/27/20 Employee Uniforms	22.78*			40 64000	495	10200
2	512533165	05/27/20 Employee Uniforms	22.78			50 65000	495	10200
		<b>Total for Vendor:</b>	<b>182.24</b>					
5744	18356S	182 NAPA	296.12					
		Batteries ~ Well 3 Generator						
1	979959	04/20/20 Batteries	296.12*			50 65000	351	10200
		<b>Total for Vendor:</b>	<b>296.12</b>					
5740	18357S	636 OFFICE1	81.96					
		Maintenance Contract #CBM6913-02						
		Samsung/X4250LX						
		Acct No. 013014						
1	AR504845	02/04/20 Maint Contract 5/4/19~6/3/20	35.65			40 64000	334	10200
2	AR504845	02/04/20 Maint Contract 5/4/19~6/3/20	35.65			50 65000	334	10200
3	AR504845	02/04/20 Overage	5.33			40 64000	334	10200
4	AR504845	02/04/20 Overage	5.33			50 65000	334	10200
		<b>Total for Vendor:</b>	<b>81.96</b>					

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5784	18378S	208 PG&E	1,083.72					
Acct #8565976480-8								
1	0418~0518	04/17/20 12th & K 8565976725	8.90			30 63000	381	10200
2	0418~0518	04/17/20 Tract 2710 - 8562053214	69.10			30 63000	381	10200
3	0418~0518	04/17/20 Tract 2710 - 8564394360	30.10			30 63000	381	10200
4	0418~0518	04/17/20 Tract 2710 - 8560673934	75.25			30 63000	381	10200
5	0418~0518	04/17/20 Mission Heights - 856597648	164.15			30 63000	381	10200
6	0418~0518	04/17/20 Tract 2605 - 8565976109	35.17			30 63000	381	10200
7	0418~0518	04/17/20 9898 River Rd. - 8565976002	326.87			30 63000	381	10200
8	0418~0518	04/17/20 9898 River Rd. - 8565976004	42.13			30 63000	381	10200
9	0418~0518	04/17/20 9898 River Rd. - 8565976008	198.99			30 63000	381	10200
10	0418~0518	04/17/20 9898 River Rd. - 8565976014	67.01			30 63000	381	10200
11	0418~0518	04/17/20 9898 River Rd. - 8565976481	46.91			30 63000	381	10200
12	0418~0518	04/17/20 9898 River Rd. - 8565976483	19.14			30 63000	381	10200
<b>Total for Vendor:</b>			<b>1,083.72</b>					
5770	18379S	600 RS COMMUNICATIONS CONSULTANTS	453.13					
Batteries for Fire Station BK Radio								
1	SM51320	05/13/20 ION Battery	453.13			20 62000	470	10200
<b>Total for Vendor:</b>			<b>453.13</b>					
5741	18358S	238 SAN MIGUEL GARBAGE	103.98					
Account # 318694 Service 5/01/20 ~ 5/31/20								
1	5-2020	05/01/20 Trash Disposal	51.99			40 64000	383	10200
2	5-2020	05/01/20 Trash Disposal	51.99			50 65000	383	10200
<b>Total for Vendor:</b>			<b>103.98</b>					
5742	18359S	589 SOUTH COAST EMERGENCY VEHICLE	2,327.31					
Service Truck, Engine,Oil,Trans, Air Filters ~ Fluids								
1	498298	04/28/20 Truck #8668	2,327.31*			20 62000	354	10200



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5762	18359S	589 SOUTH COAST EMERGENCY VEHICLE	123.37					
		Annual Service						
1	498427-1	05/13/20 Truck #8696	123.37*			20 62000	354	10200
		<b>Total for Vendor:</b>	<b>2,450.68</b>					
5771	18380S	352 STAPLES CREDIT PLAN	56.25					
1	May 2020	05/10/20 Paper	12.37*			20 62000	410	10200
2	May 2020	05/10/20 Tape	1.13			30 63000	410	10200
3	May 2020	05/10/20 Post It	20.25			40 64000	410	10200
4	May 2020	05/10/20 Note Pads	21.37			50 65000	410	10200
5	May 2020	05/10/20 Markers	1.13			60 66000	410	10200
		<b>Total for Vendor:</b>	<b>56.25</b>					
5749	18360S	534 STREAMLINE	200.00					
		Web Page Hosting						
		Service for May2020						
1	105025	05/10/20 Web Page Monthly Fee April	44.00*			20 62000	376	10200
2	105025	05/10/20 Web Page Monthly Fee April	4.00			30 63000	376	10200
3	105025	05/10/20 Web Page Monthly Fee April	72.00			40 64000	376	10200
4	105025	05/10/20 Web Page Monthly Fee April	76.00			50 65000	376	10200
5	105025	05/10/20 Web Page Monthly Fee April	4.00*			60 66000	376	10200
		<b>Total for Vendor:</b>	<b>200.00</b>					
5755	18361S	280 TEMPLETON UNIFORMS	245.55					
		Wildland Tactical Pant S. young						
5	128862	05/07/20 Pants	245.55			20 62000	455	10200
5773	18381S	280 TEMPLETON UNIFORMS	223.76					
		Wildland Tactical Pant L Rojas						
5	128981	05/12/20 Pants	223.76			20 62000	455	10200
5774	18381S	280 TEMPLETON UNIFORMS	223.76					
		Wildland Tactical Pant N Taylor						
5	129021	05/14/20 Pants	223.76			20 62000	455	10200
		<b>Total for Vendor:</b>	<b>693.07</b>					

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5759	18362S	391 TROPHY HUNTERS	64.32					
1	22271	05/11/20 Name Plate- R Gregory	14.15			20 62000	305	10200
2	22271	05/11/20 Name Plate- Dir Utilities	1.29			30 63000	305	10200
3	22271	05/11/20 Name Plate-Asst Fire Chief/Pre	23.16*			40 64000	305	10200
4	22271	05/11/20 Name Plate- Fire Chief/GM	24.43			50 65000	305	10200
5	22271	05/11/20 Name Plates	1.29			60 66000	305	10200
<b>Total for Vendor:</b>			<b>64.32</b>					
5743	18363S	491 ULINE	112.48					
Rain Jacket/Pittman								
1	119119667	04/20/20 Rain Jacket/Pittman	56.24*			40 64000	495	10200
2	119119667	04/20/20 Rain Jacket/Pittman	56.24			50 65000	495	10200
<b>Total for Vendor:</b>			<b>112.48</b>					
5748	18364S	327 VALLI INFORMATION SYSTEMS	690.26					
Web Posting service for April Postage,								
1	59000	04/30/20 Web Posting, Online Maint.	345.13			40 64000	315	10200
2	59000	04/30/20 Web Posting, Online Maint.	345.13			50 65000	315	10200
<b>Total for Vendor:</b>			<b>690.26</b>					
5775	18383S	511 VERIZON	90.12					
Laptop 805-423-7591,805-591-9233,805-591-9352 Laptop 805-369-9703								
05/09/20 ~ 6/08/20								
1	9854157978	05/08/20 Tablets	20.04			20 62000	310	10200
2	9854157978	05/08/20 Tablets	35.04			40 64000	310	10200
3	9854157978	05/08/20 Tablets	35.04			50 65000	310	10200
<b>Total for Vendor:</b>			<b>90.12</b>					
5745	18365S	317 WESTERN JANITOR SUPPLY INC	97.45					
1	173405	04/29/20 S/F BLCH Towel/Roll Towel	38.01			20 62000	305	10200
2	173405	04/29/20 S/F BLCH Towel/Roll Towel	38.01*			40 64000	305	10200
3	173405	04/29/20 S/F BLCH Towel/Roll Towel	38.01			50 65000	305	10200
4	172031	03/17/20 return item credit	-5.53			20 62000	305	10200
5	172031	03/17/20 return item credit	-5.53*			40 64000	305	10200

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6	172031	03/17/20 return item credit	-5.52			50 65000	305	10200
		<b>Total for Vendor:</b>	<b>97.45</b>					
5747	18366S	612 WEX BANK	461.64					
1	64872622	04/07/20 Truck #8600	125.97			20 62000	485	10200
2	64872622	04/07/20 Truck #8601	100.61			20 62000	485	10200
3	64872622	04/07/20 Truck #8630	0.00			20 62000	485	10200
4	64872622	04/07/20 Truck #8632	112.08			40 64000	485	10200
5	64872622	04/07/20 Truck #8632	112.08			50 65000	485	10200
6	64872622	04/07/20 Truck #8634	10.90			40 64000	485	10200
		<b>Total for Vendor:</b>	<b>461.64</b>					
		<b># of Claims</b>	<b>49</b>	<b>Total:</b>				<b>35,693.66</b>

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Claim from Another Period Cancelled in this Period  
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Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		*** Cancelled in 5/20 ***						
3809		999999 MISSION PIZZA C/O JUAN	100.00					
		Water refund 1425 Mission Street						
1		1425 Missi 03/01/18 Water refund	100.00			50 20550		10200
		*** Cancelled in 5/20 ***						
4010		999999 LLC. JAZZY TOWN	45.86					
		water & Sewer deposit refund						
		874 Rio Mesa Circle						
1		27547-01 05/15/18 Water & Sewer deposit refund	45.86			50 20550		10200
		*** Cancelled in 5/20 ***						
4990		999999 JAMES RAMOS	37.95					
		Water & Sewer Deposit Refund						
		1165 L Street						
1		20384-04 06/27/19 Water & Sewer deposit refund	37.95			50 20550		10200
		<b># of Claims</b>	<b>3</b>					
		<b>Total:</b>	<b>183.81</b>					

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<b>Fund/Account</b>	<b>Amount</b>
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$10,273.68
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$1,246.22
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$10,880.57
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$12,946.88
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$162.50
<b>Total:</b>	<b>\$35,509.85</b>

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40220	Weed Abatement Fees	905.00	7,653.00	1,128.00	-6,525.00	678 %
40300	Fireworks Permit Fees	0.00	2,700.00	2,500.00	-200.00	108 %
40310	Fireworks Refundable C/Up Bond	500.00	-204.00	0.00	204.00	** %
40320	Fire Impact Fees	0.00	31,617.81	0.00	-31,617.81	** %
40410	Mutual Aid Fires	0.00	12,962.09	0.00	-12,962.09	** %
40420	Ambulance Reimbursement	0.00	3,673.00	4,400.00	727.00	83 %
40500	VFA Assistance Grant	0.00	19,618.78	19,619.00	0.22	100 %
40510	Sponsored Training Fees	0.00	400.00	400.00	0.00	100 %
	<b>Account Group Total:</b>	<b>1,405.00</b>	<b>78,420.68</b>	<b>28,047.00</b>	<b>-50,373.68</b>	<b>280 %</b>
43000	Property Taxes Collected					
43000	Property Taxes Collected	94,199.78	389,325.61	389,155.00	-170.61	100 %
	<b>Account Group Total:</b>	<b>94,199.78</b>	<b>389,325.61</b>	<b>389,155.00</b>	<b>-170.61</b>	<b>100 %</b>
46000	Revenues & Interest					
46000	Revenues & Interest	57.43	490.73	168.00	-322.73	292 %
46151	Refund/Adjustments	104.59	269.79	66.00	-203.79	409 %
46153	Plan Check Fees and Inspections	0.00	3,700.00	850.00	-2,850.00	435 %
46157	Donation	0.00	4,325.00	4,325.00	0.00	100 %
	<b>Account Group Total:</b>	<b>162.02</b>	<b>8,785.52</b>	<b>5,409.00</b>	<b>-3,376.52</b>	<b>162 %</b>
	<b>Fund Total:</b>	<b>95,766.80</b>	<b>476,531.81</b>	<b>422,611.00</b>	<b>-53,920.81</b>	<b>113 %</b>
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	28,038.77	115,873.97	113,842.00	-2,031.97	102 %
	<b>Account Group Total:</b>	<b>28,038.77</b>	<b>115,873.97</b>	<b>113,842.00</b>	<b>-2,031.97</b>	<b>102 %</b>
46000	Revenues & Interest					
46000	Revenues & Interest	161.04	3,918.74	0.00	-3,918.74	** %
46100	Realized Earnings	1,409.00	11,063.78	0.00	-11,063.78	** %
46150	Miscellaneous Income	0.00	200.00	0.00	-200.00	** %
46151	Refund/Adjustments	9.51	19.23	0.00	-19.23	** %
	<b>Account Group Total:</b>	<b>1,579.55</b>	<b>15,201.75</b>	<b>0.00</b>	<b>-15,201.75</b>	<b>** %</b>
	<b>Fund Total:</b>	<b>29,618.32</b>	<b>131,075.72</b>	<b>113,842.00</b>	<b>-17,233.72</b>	<b>115 %</b>
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	0.00	62,575.00	0.00	-62,575.00	** %
40900	Wastewater Sales	80,700.35	865,346.11	867,202.00	1,855.89	100 %
40910	Wastewater Late Charges	0.00	10,769.19	5,670.00	-5,099.19	190 %
	<b>Account Group Total:</b>	<b>80,700.35</b>	<b>938,690.30</b>	<b>872,872.00</b>	<b>-65,818.30</b>	<b>108 %</b>
43000	Property Taxes Collected					

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
43000	Property Taxes Collected	14,350.55	59,197.84	58,942.00	-255.84	100 %
	<b>Account Group Total:</b>	<b>14,350.55</b>	<b>59,197.84</b>	<b>58,942.00</b>	<b>-255.84</b>	<b>100 %</b>
46000 Revenues & Interest						
46000	Revenues & Interest	47.95	470.41	127.00	-343.41	370 %
46006	IRWM Grants	0.00	160,299.81	177,750.00	17,450.19	90 %
46008	DWR Grants	0.00	0.00	250,000.00	250,000.00	0 %
46150	Miscellaneous Income	864.00	6,696.60	864.00	-5,832.60	775 %
46151	Refund/Adjustments	171.14	474.55	168.00	-306.55	282 %
46155	Will Serve Processing Fees	0.00	1,100.00	0.00	-1,100.00	** %
	<b>Account Group Total:</b>	<b>1,083.09</b>	<b>169,041.37</b>	<b>428,909.00</b>	<b>259,867.63</b>	<b>39 %</b>
	<b>Fund Total:</b>	<b>96,133.99</b>	<b>1,166,929.51</b>	<b>1,360,723.00</b>	<b>193,793.49</b>	<b>86 %</b>
50 WATER DEPARTMENT						
41000 Water Sales						
41000	Water Sales	72,671.71	775,414.56	859,010.00	83,595.44	90 %
41001	Water Connection Fees	12,728.00	74,568.00	0.00	-74,568.00	** %
41005	Water Late Charges	0.00	14,097.23	8,768.00	-5,329.23	161 %
41010	Water Meter Fees	450.00	-2,300.51	-5,001.00	-2,700.49	46 %
	<b>Account Group Total:</b>	<b>85,849.71</b>	<b>861,779.28</b>	<b>862,777.00</b>	<b>997.72</b>	<b>100 %</b>
46000 Revenues & Interest						
46000	Revenues & Interest	11.04	303.46	300.00	-3.46	101 %
46007	State/Federal Grants	0.00	29,905.06	0.00	-29,905.06	** %
46150	Miscellaneous Income	0.00	904.02	0.00	-904.02	** %
46151	Refund/Adjustments	180.65	456.29	435.00	-21.29	105 %
46155	Will Serve Processing Fees	0.00	1,100.00	0.00	-1,100.00	** %
	<b>Account Group Total:</b>	<b>191.69</b>	<b>32,668.83</b>	<b>735.00</b>	<b>-31,933.83</b>	<b>*** %</b>
	<b>Fund Total:</b>	<b>86,041.40</b>	<b>894,448.11</b>	<b>863,512.00</b>	<b>-30,936.11</b>	<b>104 %</b>
60 SOLID WASTE DEPARTMENT						
46000 Revenues & Interest						
46000	Revenues & Interest	1.55	9.16	4.00	-5.16	229 %
46005	Franchise Fees	3,436.18	31,256.97	32,323.00	1,066.03	97 %
46151	Refund/Adjustments	9.51	10.23	0.00	-10.23	** %
	<b>Account Group Total:</b>	<b>3,447.24</b>	<b>31,276.36</b>	<b>32,327.00</b>	<b>1,050.64</b>	<b>97 %</b>
	<b>Fund Total:</b>	<b>3,447.24</b>	<b>31,276.36</b>	<b>32,327.00</b>	<b>1,050.64</b>	<b>97 %</b>
	<b>Grand Total:</b>	<b>311,007.75</b>	<b>2,700,261.51</b>	<b>2,793,015.00</b>	<b>92,753.49</b>	<b>97 %</b>

Fund	Received			Revenue To Be Received	% Received
	Current Month	Received YTD	Estimated Revenue		
20 FIRE PROTECTION DEPARTMENT	95,766.80	476,531.81	422,611.00	-53,920.81	113 %
30 STREET LIGHTING DEPARTMENT	29,618.32	131,075.72	113,842.00	-17,233.72	115 %
40 WASTEWATER DEPARTMENT	96,133.99	1,166,929.51	1,360,723.00	193,793.49	86 %
50 WATER DEPARTMENT	86,041.40	894,448.11	863,512.00	-30,936.11	104 %
60 SOLID WASTE DEPARTMENT	3,447.24	31,276.36	32,327.00	1,050.64	97 %
<b>Grand Total:</b>	<b>311,007.75</b>	<b>2,700,261.51</b>	<b>2,793,015.00</b>	<b>92,753.49</b>	<b>97 %</b>



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	9,362.20	92,829.89	123,337.00	123,337.00	30,507.11	75 %
	110 Payroll tax expense	0.00	0.00	28,000.00	0.00	0.00	0 %
	111 BOD Stipend	110.00	990.00	1,313.00	1,313.00	323.00	75 %
	115 Payroll Expenses	321.62	2,264.46	750.00	2,742.00	477.54	83 %
	120 Workers' Compensation	0.00	6,910.61	9,000.00	6,911.61	1.00	100 %
	121 Physicals	0.00	150.00	2,500.00	2,500.00	2,350.00	6 %
	125 Volunteer firefighter stipends	1,808.50	23,021.01	38,000.00	38,000.00	14,978.99	61 %
	135 Payroll Tax - FICA	117.71	1,186.52	0.00	2,000.00	813.48	59 %
	140 Payroll Tax - Medicare	133.18	1,570.52	0.00	1,700.00	129.48	92 %
	155 Payroll Tax - SUI	116.86	1,290.53	0.00	400.00	-890.53	323 %
	205 Insurance - Health	359.42	3,984.84	4,944.00	4,944.00	959.16	81 %
	210 Insurance - Dental	0.00	0.00	400.00	400.00	400.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %
	225 Retirement - PERS expense	0.00	4,161.58	6,836.00	6,836.00	2,674.42	61 %
	305 Operations and maintenance	246.40	3,212.91	6,000.00	6,000.00	2,787.09	54 %
	310 Phone and fax expense	20.04	330.21	900.00	900.00	569.79	37 %
	315 Postage, shipping and freight	0.00	237.64	200.00	200.00	-37.64	119 %
	320 Printing and reproduction	0.00	95.52	300.00	300.00	204.48	32 %
	325 Professional svcs - Accounting	923.45	7,991.61	6,565.00	9,337.00	1,345.39	86 %
	327 Professional svcs - Legal (General)	584.45	8,946.59	14,225.00	14,225.00	5,278.41	63 %
	328 Insurance - prop and liability	0.00	12,751.34	13,100.00	12,963.00	211.66	98 %
	331 Professional Services - Legal	0.00	0.00	1,800.00	1,800.00	1,800.00	0 %
	334 Maintenance Agreements	0.00	2,013.71	4,320.00	4,320.00	2,306.29	47 %
	335 Meals - Reimbursement	0.00	0.00	600.00	600.00	600.00	0 %
	340 Meetings and conferences	0.00	1.25	500.00	500.00	498.75	0 %
	345 Mileage expense reimbursement	0.76	31.09	500.00	500.00	468.91	6 %
	350 Repairs and maint - computers	195.80	1,942.11	3,860.00	3,860.00	1,917.89	50 %
	351 Repairs and maint - equip	0.00	8,930.89	8,000.00	8,000.00	-930.89	112 %
	352 Repairs and maint - structures	0.00	89.67	1,000.00	1,000.00	910.33	9 %
	354 Repairs and maint - vehicles	5,159.45	17,853.41	15,000.00	15,000.00	-2,853.41	119 %
	370 Dispatch services (Fire)	0.00	8,963.00	11,000.00	8,963.00	0.00	100 %
	375 Internet expenses	0.00	1,038.11	1,400.00	1,400.00	361.89	74 %
	376 Webpage- Upgrade/Maint	44.00	484.00	525.00	525.00	41.00	92 %
	380 Utilities - alarm service	0.00	10.20	165.00	165.00	154.80	6 %
	381 Utilities - electric	0.00	1,654.80	2,500.00	2,500.00	845.20	66 %
	382 Utilities - propane	0.00	327.83	500.00	500.00	172.17	66 %
	385 Dues and subscriptions	1,072.50	4,582.33	4,000.00	4,000.00	-582.33	115 %
	386 Education and training	448.00	2,334.86	6,000.00	6,000.00	3,665.14	39 %
	393 Advertising and public notices	194.44	194.44	500.00	500.00	305.56	39 %
	394 LAFCO Allocations	0.00	2,035.69	1,755.00	2,035.69	0.00	100 %
	395 Community Outreach	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	405 Software	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	410 Office Supplies	12.37	1,210.09	450.00	1,200.00	-10.09	101 %
	450 EMS supplies	0.00	10,611.18	3,000.00	11,809.00	1,197.82	90 %
	455 Fire Safety Gear & Equipment	693.07	2,300.50	3,000.00	3,000.00	699.50	77 %
	456 VFF Assistance Grant	0.00	0.00	40,000.00	0.00	0.00	0 %
	465 Cell phones, radios and pagers	54.30	511.05	605.00	605.00	93.95	84 %
	470 Communication equipment	453.13	945.59	5,000.00	5,000.00	4,054.41	19 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
	475 Computer supplies and upgrades	0.00	13,261.04	8,000.00	12,000.00	-1,261.04	111 %
	485 Fuel expense	226.58	3,136.20	6,500.00	6,500.00	3,363.80	48 %
	490 Small tools and equipment	0.00	466.90	2,000.00	2,000.00	1,533.10	23 %
	495 Uniform expense	0.00	1,624.07	3,000.00	3,000.00	1,375.93	54 %
	503 Weed Abatement Costs	0.00	0.00	9,000.00	9,000.00	9,000.00	0 %
	505 Fire Training Grounds	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	510 Fire station addition	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
	710 County hazmat dues	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
	715 Licenses, permits and fees	0.00	0.00	800.00	800.00	800.00	0 %
	960 Property tax expense	0.00	210.62	215.00	210.62	0.00	100 %
	<b>Account Total:</b>	<b>22,658.23</b>	<b>260,690.41</b>	<b>414,965.00</b>	<b>365,401.92</b>	<b>104,711.51</b>	<b>71 %</b>
	<b>Account Group Total:</b>	<b>22,658.23</b>	<b>260,690.41</b>	<b>414,965.00</b>	<b>365,401.92</b>	<b>104,711.51</b>	<b>71 %</b>
70000	Transfer Out						
70000	Transfer Out						
	990 Retirement/Health Ins Liability	0.00	0.00	685.00	685.00	685.00	0 %
	<b>Account Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>685.00</b>	<b>685.00</b>	<b>685.00</b>	<b>0 %</b>
	<b>Account Group Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>685.00</b>	<b>685.00</b>	<b>685.00</b>	<b>0 %</b>
	<b>Fund Total:</b>	<b>22,658.23</b>	<b>260,690.41</b>	<b>415,650.00</b>	<b>366,086.92</b>	<b>105,396.51</b>	<b>71 %</b>
30 STREET LIGHTING DEPARTMENT							
63000	Lighting						
63000	Lighting						
	105 Salaries and Wages	824.92	9,956.97	11,000.00	11,000.00	1,043.03	91 %
	110 Payroll tax expense	0.00	0.00	2,000.00	0.00	0.00	0 %
	111 BOD Stipend	10.00	90.00	109.00	109.00	19.00	83 %
	115 Payroll Expenses	9.04	118.20	150.00	150.00	31.80	79 %
	120 Workers' Compensation	0.00	1.39	200.00	200.00	198.61	1 %
	135 Payroll Tax - FICA	0.58	18.60	0.00	30.00	11.40	62 %
	140 Payroll Tax - Medicare	11.94	142.44	0.00	150.00	7.56	95 %
	155 Payroll Tax - SUI	2.84	103.98	0.00	0.00	-103.98	*** %
	165 Payroll Tax - FUTA	0.00	0.00	0.00	30.00	30.00	0 %
	205 Insurance - Health	94.58	841.56	1,212.00	1,212.00	370.44	69 %
	206 Insurance - CalPers Health Retiree	0.00	7.04	0.00	0.00	-7.04	*** %
	210 Insurance - Dental	0.00	0.00	150.00	150.00	150.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %
	225 Retirement - PERS expense	0.00	485.28	650.00	650.00	164.72	75 %
	305 Operations and maintenance	1.29	10.93	2,000.00	2,000.00	1,989.07	1 %
	315 Postage, shipping and freight	0.00	12.52	0.00	15.00	2.48	83 %
	320 Printing and reproduction	0.00	1.78	100.00	100.00	98.22	2 %
	325 Professional svcs - Accounting	83.95	726.51	544.00	800.00	73.49	91 %
	326 Professional svcs - Engineering	0.00	585.00	5,000.00	5,000.00	4,415.00	12 %
	327 Professional svcs - Legal (General)	53.13	812.55	1,179.00	1,179.00	366.45	69 %
	328 Insurance - prop and liability	0.00	448.51	450.00	363.97	-84.54	123 %
	331 Professional Services - Legal	0.00	0.00	900.00	900.00	900.00	0 %
	334 Maintenance Agreements	0.00	112.77	300.00	300.00	187.23	38 %
	340 Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
	345 Mileage expense reimbursement	6.52	49.01	45.00	45.00	-4.01	109 %
	350 Repairs and maint - computers	17.80	155.17	100.00	200.00	44.83	78 %
	351 Repairs and maint - equip	0.00	765.72	1,000.00	1,000.00	234.28	77 %
	353 Repairs & Maint- Infrastructure	0.00	1,402.51	24,000.00	24,000.00	22,597.49	6 %
	376 Webpage- Upgrade/Maint	4.00	44.00	44.00	54.00	10.00	81 %
	381 Utilities - electric	1,083.72	12,941.04	26,000.00	26,000.00	13,058.96	50 %
	382 Utilities - propane	0.00	29.81	0.00	20.00	-9.81	149 %
	385 Dues and subscriptions	0.00	243.05	300.00	300.00	56.95	81 %
	386 Education and training	0.00	11.70	1,500.00	1,500.00	1,488.30	1 %
	393 Advertising and public notices	1.20	1.20	500.00	500.00	498.80	0 %
	394 LAFCO Allocations	0.00	339.28	293.00	339.28	0.00	100 %
	410 Office Supplies	1.13	20.35	25.00	25.00	4.65	81 %
	465 Cell phones, radios and pagers	5.64	59.05	75.00	75.00	15.95	79 %
	475 Computer supplies and upgrades	0.00	0.60	200.00	200.00	199.40	0 %
	485 Fuel expense	0.00	0.00	100.00	100.00	100.00	0 %
	490 Small tools and equipment	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	715 Licenses, permits and fees	0.00	0.00	50.00	50.00	50.00	0 %
	990 Retirement/Health Ins Liability	0.00	0.00	343.00	343.00	343.00	0 %
	<b>Account Total:</b>	<b>2,212.28</b>	<b>30,538.52</b>	<b>81,969.00</b>	<b>80,540.25</b>	<b>50,001.73</b>	<b>38 %</b>
	<b>Account Group Total:</b>	<b>2,212.28</b>	<b>30,538.52</b>	<b>81,969.00</b>	<b>80,540.25</b>	<b>50,001.73</b>	<b>38 %</b>
	<b>Fund Total:</b>	<b>2,212.28</b>	<b>30,538.52</b>	<b>81,969.00</b>	<b>80,540.25</b>	<b>50,001.73</b>	<b>38 %</b>
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
	105 Salaries and Wages	14,398.55	139,156.15	204,870.00	204,870.00	65,713.85	68 %
	109 Stand-by Hours	906.25	11,309.58	7,500.00	7,500.00	-3,809.58	151 %
	110 Payroll tax expense	0.00	0.00	12,903.00	0.00	0.00	0 %
	111 BOD Stipend	180.00	1,620.00	2,190.00	2,190.00	570.00	74 %
	115 Payroll Expenses	162.58	2,099.04	1,000.00	2,500.00	400.96	84 %
	120 Workers' Compensation	0.00	7,393.96	6,500.00	7,393.96	0.00	100 %
	121 Physicals	0.00	40.00	0.00	0.00	-40.00	*** %
	135 Payroll Tax - FICA	10.89	301.04	0.00	400.00	98.96	75 %
	140 Payroll Tax - Medicare	223.83	2,349.56	0.00	2,400.00	50.44	98 %
	155 Payroll Tax - SUI	53.07	1,652.77	0.00	0.00	-1,652.77	*** %
	165 Payroll Tax - FUTA	0.00	0.00	0.00	400.00	400.00	0 %
	205 Insurance - Health	1,823.73	18,037.94	34,800.00	34,800.00	16,762.06	52 %
	206 Insurance - CalPers Health Retiree	114.90	1,100.45	600.00	1,050.00	-50.45	105 %
	210 Insurance - Dental	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	215 Insurance - Vision	0.00	0.00	400.00	400.00	400.00	0 %
	225 Retirement - PERS expense	0.00	8,489.17	19,000.00	17,500.00	9,010.83	49 %
	305 Operations and maintenance	55.64	6,142.79	6,000.00	6,000.00	-142.79	102 %
	310 Phone and fax expense	65.69	1,067.19	1,800.00	1,800.00	732.81	59 %
	315 Postage, shipping and freight	345.13	2,657.78	4,000.00	4,000.00	1,342.22	66 %
	320 Printing and reproduction	0.00	587.96	750.00	750.00	162.04	78 %
	325 Professional svcs - Accounting	1,511.10	13,077.18	10,948.00	15,484.00	2,406.82	84 %
	326 Professional svcs - Engineering	0.00	8,055.00	12,000.00	12,000.00	3,945.00	67 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
327	Professional svcs - Legal (General)	4,174.98	35,651.38	23,720.00	26,240.00	-9,411.38	136 %
328	Insurance - prop and liability	0.00	10,409.20	8,500.00	10,029.17	-380.03	104 %
329	New Hire Screening	0.00	0.00	100.00	100.00	0.00	0 %
330	Contract labor	0.00	325.00	5,000.00	5,000.00	4,675.00	7 %
331	Professional Services - Legal	0.00	3,640.00	20,250.00	10,500.00	6,860.00	35 %
334	Maintenance Agreements	40.98	5,047.24	6,600.00	9,600.00	4,552.76	53 %
335	Meals - Reimbursement	0.00	0.00	100.00	100.00	0.00	0 %
340	Meetings and conferences	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
345	Mileage expense reimbursement	62.00	572.78	912.00	912.00	339.22	63 %
350	Repairs and maint - computers	320.40	3,681.22	3,300.00	3,300.00	-381.22	112 %
351	Repairs and maint - equip	0.00	2,835.73	14,000.00	14,000.00	11,164.27	20 %
352	Repairs and maint - structures	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
353	Repairs & Maint- Infrastructure	0.00	2,006.53	3,000.00	3,000.00	993.47	67 %
354	Repairs and maint - vehicles	0.00	2,134.27	2,000.00	2,000.00	-134.27	107 %
355	Testing & Supplies (WWTP)	0.00	1,903.00	12,000.00	12,000.00	10,097.00	16 %
375	Internet expenses	89.97	2,027.78	1,400.00	2,200.00	172.22	92 %
376	Webpage- Upgrade/Maint	72.00	792.00	876.00	876.00	84.00	90 %
380	Utilities - alarm service	0.00	581.70	700.00	700.00	118.30	83 %
381	Utilities - electric	0.00	41,540.12	70,000.00	70,000.00	28,459.88	59 %
382	Utilities - propane	0.00	536.44	1,000.00	1,000.00	463.56	54 %
383	Utilities - trash	51.99	571.89	700.00	700.00	128.11	82 %
385	Dues and subscriptions	321.50	3,168.17	3,000.00	3,000.00	-168.17	106 %
386	Education and training	0.00	2,555.53	4,000.00	4,000.00	1,444.47	64 %
393	Advertising and public notices	21.54	834.76	1,000.00	1,000.00	165.24	83 %
394	LAFCO Allocations	0.00	2,035.69	1,755.00	2,035.69	0.00	100 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
410	Office Supplies	20.25	519.77	1,000.00	1,000.00	480.23	52 %
459	Scada - Maintenance Fees	0.00	810.81	1,000.00	1,000.00	189.19	81 %
465	Cell phones, radios and pagers	121.26	1,134.96	1,735.00	1,735.00	600.04	65 %
475	Computer supplies and upgrades	0.00	10,591.58	10,000.00	16,000.00	5,408.42	66 %
485	Fuel expense	122.98	3,030.19	5,000.00	5,000.00	1,969.81	61 %
490	Small tools and equipment	0.00	5,381.20	4,000.00	6,000.00	618.80	90 %
495	Uniform expense	147.36	972.53	1,000.00	1,000.00	27.47	97 %
560	Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
570	Repairs, Maint. and Video Sewer Lines	0.00	0.00	500.00	500.00	500.00	0 %
581	WWTP Expansion	0.00	18,445.36	250,000.00	250,000.00	231,554.64	7 %
582	WWTP Plant Maintenance	3,519.06	33,709.96	12,000.00	29,236.78	-4,473.18	115 %
585	Sludge Removal Project	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
587	WWTF Final Design/ Construction	0.00	16,800.00	0.00	178,000.00	161,200.00	9 %
705	Waste Discharge Fees/Permits	0.00	21,392.00	20,000.00	20,000.00	-1,392.00	107 %
715	Licenses, permits and fees	0.00	1,064.00	1,000.00	1,000.00	-64.00	106 %
805	Refundable Water/Sewer/Hydrant	0.00	0.00	500.00	500.00	500.00	0 %
940	Bank service charges	0.00	17.50	0.00	50.00	32.50	35 %
960	Property tax expense	0.00	127.84	200.00	127.84	0.00	100 %
970	WWTF Long Term maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
990	Retirement/Health Ins Liability	0.00	0.00	7,707.00	7,707.00	7,707.00	0 %
	<b>Account Total:</b>	<b>28,937.63</b>	<b>461,985.69</b>	<b>953,716.00</b>	<b>1,151,487.44</b>	<b>689,501.75</b>	<b>40 %</b>
	<b>Account Group Total:</b>	<b>28,937.63</b>	<b>461,985.69</b>	<b>953,716.00</b>	<b>1,151,487.44</b>	<b>689,501.75</b>	<b>40 %</b>

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
<b>Fund Total:</b>		<b>28,937.63</b>	<b>461,985.69</b>	<b>953,716.00</b>	<b>1,151,487.44</b>	<b>689,501.75</b>	<b>40 %</b>
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
	105 Salaries and Wages	16,938.36	156,221.32	213,252.00	213,252.00	57,030.68	73 %
	109 Stand-by Hours	906.25	11,309.57	7,500.00	7,500.00	-3,809.57	151 %
	110 Payroll tax expense	0.00	0.00	12,903.00	0.00	0.00	0 %
	111 BOD Stipend	190.00	1,710.00	2,279.00	2,279.00	569.00	75 %
	115 Payroll Expenses	171.62	2,211.36	1,000.00	2,500.00	288.64	88 %
	120 Workers' Compensation	0.00	5,762.13	6,100.00	5,762.00	-0.13	100 %
	121 Physicals	0.00	40.00	0.00	0.00	-40.00	*** %
	135 Payroll Tax - FICA	12.52	327.64	0.00	420.00	92.36	78 %
	140 Payroll Tax - Medicare	258.16	2,599.07	0.00	2,400.00	-199.07	108 %
	155 Payroll Tax - SUI	60.86	1,822.32	0.00	0.00	-1,822.32	*** %
	165 Payroll Tax - FUTA	0.00	0.00	0.00	420.00	420.00	0 %
	205 Insurance - Health	2,503.44	20,711.73	36,168.00	36,168.00	15,456.27	57 %
	206 Insurance - CalPers Health Retiree	114.90	1,100.40	600.00	1,050.00	-50.40	105 %
	210 Insurance - Dental	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	215 Insurance - Vision	0.00	0.00	400.00	400.00	400.00	0 %
	225 Retirement - PERS expense	0.00	9,164.66	19,000.00	17,500.00	8,335.34	52 %
	305 Operations and maintenance	56.92	6,448.50	8,000.00	8,000.00	1,551.50	81 %
	310 Phone and fax expense	65.68	1,067.14	1,800.00	1,800.00	732.86	59 %
	315 Postage, shipping and freight	345.13	3,310.69	4,000.00	4,000.00	689.31	83 %
	320 Printing and reproduction	0.00	589.74	1,000.00	1,000.00	410.26	59 %
	324 Professional Svcs- GSA-GSP	0.00	17,677.74	20,000.00	20,000.00	2,322.26	88 %
	325 Professional svcs - Accounting	1,595.05	13,803.69	11,396.00	16,448.00	2,644.31	84 %
	326 Professional svcs - Engineering	0.00	17,675.00	20,000.00	20,000.00	2,325.00	88 %
	327 Professional svcs - Legal (General)	4,494.78	36,398.73	24,691.00	27,351.00	-9,047.73	133 %
	328 Insurance - prop and liability	0.00	15,789.70	14,414.00	15,943.17	153.47	99 %
	329 New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
	330 Contract labor	0.00	325.00	5,000.00	5,000.00	4,675.00	7 %
	331 Professional Services - Legal	0.00	3,640.00	21,150.00	11,400.00	7,760.00	32 %
	332 Professional Services - Legal	4,165.90	33,591.66	100,000.00	100,000.00	66,408.34	34 %
	334 Maintenance Agreements	40.98	6,659.97	6,600.00	9,600.00	2,940.03	69 %
	335 Meals - Reimbursement	0.00	0.00	200.00	200.00	200.00	0 %
	340 Meetings and conferences	0.00	0.00	950.00	950.00	950.00	0 %
	345 Mileage expense reimbursement	68.68	869.03	1,000.00	1,000.00	130.97	87 %
	350 Repairs and maint - computers	338.20	3,786.39	3,300.00	3,300.00	-486.39	115 %
	351 Repairs and maint - equip	296.12	1,930.47	2,000.00	2,000.00	69.53	97 %
	352 Repairs and maint - structures	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	353 Repairs & Maint- Infrastructure	26.68	49,639.89	25,000.00	48,000.00	-1,639.89	103 %
	354 Repairs and maint - vehicles	0.00	1,992.60	2,000.00	2,000.00	7.40	100 %
	356 Testing & Supplies - Well #3 (Water)	0.00	1,142.84	3,500.00	3,500.00	2,357.16	33 %
	357 Testing & Supplies - Well #4 (Water)	100.00	1,187.83	3,500.00	3,500.00	2,312.17	34 %
	358 Testing & Supplies- SLT Well (Water)	232.00	3,712.86	6,000.00	6,000.00	2,287.14	62 %
	359 Testing & Supplies-Other	225.00	3,221.00	6,000.00	6,000.00	2,779.00	54 %
	362 Cross-Connection Control Svcs.	211.40	535.60	1,000.00	1,000.00	464.40	54 %
	375 Internet expenses	0.00	1,038.18	1,400.00	1,400.00	361.82	74 %
	376 Webpage- Upgrade/Maint	76.00	836.00	912.00	912.00	76.00	92 %
	380 Utilities - alarm service	0.00	581.70	700.00	700.00	118.30	83 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
	381 Utilities - electric	0.00	29,584.88	55,000.00	75,000.00	45,415.12	39 %
	382 Utilities - propane	0.00	566.21	1,000.00	1,000.00	433.79	57 %
	383 Utilities - trash	51.99	571.89	700.00	700.00	128.11	82 %
	385 Dues and subscriptions	321.50	3,024.20	2,600.00	3,000.00	-24.20	101 %
	386 Education and training	0.00	1,432.20	3,000.00	3,000.00	1,567.80	48 %
	393 Advertising and public notices	22.74	1,110.14	1,000.00	1,000.00	-110.14	111 %
	394 LAFCO Allocations	0.00	2,035.69	1,755.00	2,035.69	0.00	100 %
	395 Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	410 Office Supplies	21.37	540.11	1,000.00	1,000.00	459.89	54 %
	459 Scada - Maintenance Fees	0.00	810.81	1,000.00	1,000.00	189.19	81 %
	465 Cell phones, radios and pagers	131.34	1,254.73	1,828.00	1,828.00	573.27	69 %
	475 Computer supplies and upgrades	0.00	10,451.01	10,000.00	16,000.00	5,548.99	65 %
	481 Chemicals- Well #3	0.00	1,489.67	3,000.00	3,000.00	1,510.33	50 %
	482 Chemicals-Well #4	0.00	2,318.87	3,500.00	3,500.00	1,181.13	66 %
	483 Chemicals-SLT Well	0.00	569.42	1,500.00	1,500.00	930.58	38 %
	485 Fuel expense	112.08	1,795.06	3,000.00	3,000.00	1,204.94	60 %
	490 Small tools and equipment	0.00	5,343.57	3,000.00	6,000.00	656.43	89 %
	495 Uniform expense	147.36	972.52	1,000.00	1,000.00	27.48	97 %
	520 Water Main Valves Replacement	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	525 Water meter replacement	0.00	7,180.70	15,000.00	18,200.00	11,019.30	39 %
	526 Development Meters	0.00	14,696.04	0.00	10,000.00	-4,696.04	147 %
	535 Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	605 USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	715 Licenses, permits and fees	0.00	3,093.80	6,500.00	6,500.00	3,406.20	48 %
	805 Refundable Water/Sewer/Hydrant	0.00	0.00	500.00	500.00	500.00	0 %
	930 Interest Fees	0.00	25,762.98	50,000.00	50,000.00	24,237.02	52 %
	940 Bank service charges	0.00	75.39	0.00	0.00	-75.39	*** %
	990 Retirement/Health Ins Liability	0.00	0.00	8,050.00	8,050.00	8,050.00	0 %
	<b>Account Total:</b>	<b>34,303.01</b>	<b>555,112.04</b>	<b>822,148.00</b>	<b>880,968.86</b>	<b>325,856.82</b>	<b>63 %</b>
	<b>Account Group Total:</b>	<b>34,303.01</b>	<b>555,112.04</b>	<b>822,148.00</b>	<b>880,968.86</b>	<b>325,856.82</b>	<b>63 %</b>
	<b>Fund Total:</b>	<b>34,303.01</b>	<b>555,112.04</b>	<b>822,148.00</b>	<b>880,968.86</b>	<b>325,856.82</b>	<b>63 %</b>
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
	66000 SOLID WASTE						
	105 Salaries and Wages	822.42	9,854.76	10,239.00	10,239.00	384.24	96 %
	110 Payroll tax expense	0.00	0.00	800.00	0.00	0.00	0 %
	111 BOD Stipend	10.00	90.00	109.00	109.00	19.00	83 %
	115 Payroll Expenses	9.02	113.45	100.00	1,600.00	1,486.55	7 %
	120 Workers' Compensation	0.00	1.39	100.00	1.39	0.00	100 %
	135 Payroll Tax - FICA	0.59	18.81	0.00	40.00	21.19	47 %
	140 Payroll Tax - Medicare	11.97	204.23	0.00	175.00	-29.23	117 %
	155 Payroll Tax - SUI	2.86	40.64	0.00	0.00	-40.64	*** %
	165 Payroll Tax - FUTA	0.00	0.00	0.00	15.00	15.00	0 %
	205 Insurance - Health	99.18	883.28	1,164.00	1,164.00	280.72	76 %
	210 Insurance - Dental	0.00	0.00	100.00	100.00	100.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 5 / 20

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
	225 Retirement - PERS expense	0.00	487.20	200.00	675.00	187.80	72 %
	305 Operations and maintenance	1.29	10.94	2,000.00	2,000.00	1,989.06	1 %
	315 Postage, shipping and freight	0.00	12.54	500.00	500.00	487.46	3 %
	320 Printing and reproduction	0.00	1.78	500.00	500.00	498.22	0 %
	325 Professional svcs - Accounting	83.95	726.51	547.00	800.00	73.49	91 %
	327 Professional svcs - Legal (General)	53.13	911.13	1,185.00	1,185.00	273.87	77 %
	328 Insurance - prop and liability	0.00	363.98	100.00	363.69	-0.29	100 %
	331 Professional Services - Legal	0.00	0.00	900.00	900.00	900.00	0 %
	334 Maintenance Agreements	0.00	112.77	300.00	300.00	187.23	38 %
	340 Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %
	345 Mileage expense reimbursement	6.62	53.18	46.00	46.00	-7.18	116 %
	350 Repairs and maint - computers	17.80	155.18	100.00	100.00	-55.18	155 %
	351 Repairs and maint - equip	0.00	488.00	0.00	0.00	-488.00	*** %
	376 Webpage- Upgrade/Maint	4.00	44.00	44.00	44.00	0.00	100 %
	382 Utilities - propane	0.00	29.81	0.00	0.00	-29.81	*** %
	384 Trash Recepticles	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	385 Dues and subscriptions	0.00	243.05	50.00	200.00	-43.05	122 %
	386 Education and training	0.00	11.70	500.00	500.00	488.30	2 %
	393 Advertising and public notices	1.20	1.20	500.00	500.00	498.80	0 %
	394 LAFCO Allocations	0.00	339.28	293.00	339.28	0.00	100 %
	395 Community Outreach	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	410 Office Supplies	1.13	20.35	25.00	25.00	4.65	81 %
	465 Cell phones, radios and pagers	5.88	61.14	77.00	77.00	15.86	79 %
	475 Computer supplies and upgrades	0.00	0.60	200.00	200.00	199.40	0 %
	990 Retirement/Health Ins Liability	0.00	0.00	343.00	343.00	343.00	0 %
	<b>Account Total:</b>	<b>1,131.04</b>	<b>15,280.90</b>	<b>24,322.00</b>	<b>26,341.36</b>	<b>11,060.46</b>	<b>58 %</b>
	<b>Account Group Total:</b>	<b>1,131.04</b>	<b>15,280.90</b>	<b>24,322.00</b>	<b>26,341.36</b>	<b>11,060.46</b>	<b>58 %</b>
	<b>Fund Total:</b>	<b>1,131.04</b>	<b>15,280.90</b>	<b>24,322.00</b>	<b>26,341.36</b>	<b>11,060.46</b>	<b>58 %</b>
	<b>Grand Total:</b>	<b>89,242.19</b>	<b>1,323,607.56</b>	<b>2,297,805.00</b>	<b>2,505,424.83</b>	<b>1,181,817.27</b>	<b>53 %</b>

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Cash Report  
For the Accounting Period: 5/20

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
<b>20 FIRE PROTECTION DEPARTMENT</b>						
10200 Operating Cash - Premier	348,939.20	95,209.37	5.53	2,440.46	18,740.44	422,973.20
10250 Pac Premier - Payroll	2,136.24	2,486.54	9,978.74	11,350.88	1,553.73	1,696.91
10340 Pac Premier Operational Reserve	187,965.97	23.88	0.00	0.00	0.00	187,989.85
10350 Pac Premier- Capital Reserve	265,837.66	33.55	0.00	0.00	0.00	265,871.21
<b>Total Fund</b>	<b>804,879.07</b>	<b>97,753.34</b>	<b>9,984.27</b>	<b>13,791.34</b>	<b>20,294.17</b>	<b>878,531.17</b>
<b>30 STREET LIGHTING DEPARTMENT</b>						
10200 Operating Cash - Premier	281,319.21	28,048.28	0.00	9.04	1,077.87	308,280.58
10250 Pac Premier - Payroll	73.83	9.04	969.63	752.15	305.04	-4.69
10340 Pac Premier Operational Reserve	41,015.25	5.21	0.00	0.00	0.00	41,020.46
10350 Pac Premier- Capital Reserve	70,198.45	8.86	0.00	0.00	0.00	70,207.31
10460 Cantella & Co. Investment Acct.	157,055.85	1,555.97	0.00	0.00	0.00	158,611.82
<b>Total Fund</b>	<b>549,662.59</b>	<b>29,627.36</b>	<b>969.63</b>	<b>761.19</b>	<b>1,382.91</b>	<b>578,115.48</b>
<b>40 WASTEWATER DEPARTMENT</b>						
10200 Operating Cash - Premier	545,347.76	92,962.37	1,910.00	305.88	24,688.52	615,225.73
10250 Pac Premier - Payroll	3,739.96	162.58	18,168.22	14,195.22	5,390.77	2,484.77
10260 Pac Western Bank --Long Term	15,008.84	0.25	0.00	0.00	0.00	15,009.09
10350 Pac Premier- Capital Reserve	378,019.97	47.70	0.00	0.00	0.00	378,067.67
<b>Total Fund</b>	<b>942,116.53</b>	<b>93,172.90</b>	<b>20,078.22</b>	<b>14,501.10</b>	<b>30,079.29</b>	<b>1,010,787.26</b>
<b>50 WATER DEPARTMENT</b>						
10150 Cash in SLO County	75,215.66	0.00	0.00	0.00	0.00	75,215.66
10200 Operating Cash - Premier	58,476.10	79,083.86	204.14	219.72	39,158.76	98,385.62
10250 Pac Premier - Payroll	2,693.71	171.62	20,559.54	16,414.03	6,943.58	67.26
10340 Pac Premier Operational Reserve	73.70	0.01	0.00	73.70	0.00	73.71
10350 Pac Premier- Capital Reserve	52,163.66	8.19	12,728.00	0.00	0.00	64,899.85
10400 HOB - USDA Reserve	66,954.05	2.84	0.00	0.00	0.00	66,956.89
<b>Total Fund</b>	<b>255,576.88</b>	<b>79,266.52</b>	<b>33,491.68</b>	<b>16,633.75</b>	<b>46,102.34</b>	<b>305,598.99</b>
<b>60 SOLID WASTE DEPARTMENT</b>						
10200 Operating Cash - Premier	109,868.76	3,445.69	0.00	9.02	1,076.75	112,228.68
10250 Pac Premier - Payroll	370.84	9.02	968.51	749.57	312.00	286.80
10340 Pac Premier Operational Reserve	12,168.56	1.55	0.00	0.00	0.00	12,170.11
10350 Pac Premier- Capital Reserve	49.97	0.00	0.00	0.00	0.00	49.97
<b>Total Fund</b>	<b>122,458.13</b>	<b>3,456.26</b>	<b>968.51</b>	<b>758.59</b>	<b>1,388.75</b>	<b>124,735.56</b>
<b>73 CLAIMS CLEARING FUND</b>						
10200 Operating Cash - Premier	24,842.85	0.00	19,448.65	43,838.26	0.00	453.24
10250 Pac Premier - Payroll	0.00	0.00	14,505.12	14,505.12	0.00	0.00
<b>Total Fund</b>	<b>24,842.85</b>	<b>0.00</b>	<b>33,953.77</b>	<b>58,343.38</b>	<b>0.00</b>	<b>453.24</b>
<b>Totals</b>	<b>2,699,536.05</b>	<b>303,276.38</b>	<b>99,446.08</b>	<b>104,789.35</b>	<b>99,247.46</b>	<b>2,898,221.70</b>

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





## San Miguel Community Services District

### Board of Directors Staff Report

June 25, 2020

AGENDA ITEM: XI. 2

**SUBJECT:**

Review and authorize the release of a Request for Proposal (RFP) for Accounting Services.

**RECOMMENDATION:**

Authorize the release of the Request for Proposal (RFP) for Accounting Services.

**DISCUSSION:**

District Staff reviewed the Financials for the past few years and has recognized the challenges the District has faced with documentation and compliance.

The staff has determined it is in the District's best interest to have an outside independent opinion to ensure the quality of the compliance.

The proposal of services would focus on,

- Assist with the annual Financial Audit Preparation.
- A quarterly and annual review of the Billing, Payroll, and Financial Records for accuracy and compliance.
- Assist with performing the Annual Payroll Tax Analysis.
- Available to consult on isolated financial issues.

Each one of the services would have a set amount of hourly commitment time that would be budgeted. Any services required beyond the service time agreement would require the General Manager's approval with the Board of Director's acknowledgment.

**FISCAL IMPACT:**

The RFP will have recommended hours of service based on the desired time of services that will determine the overall budgeted cost. There will be a minimal cost in posting this RFP including, posting in the paper, online and plan rooms. The cost of the proposed services will be paid from all funds.

Rob Roberson

Rob Roberson, Interim General Manager/Fire Chief



**San Miguel Community Services District**

**P.O. Box 180 San Miguel, CA. 93451**

**Request for Proposals for  
Accounting Consult Services**

**June 29, 2020**

## Purpose

To keep the San Miguel Community Services District (the “District”) in compliance with the Governmental Accounting Principles generally accepted in the United States of America. To ensure the District does not find itself in a position of non-compliance. The District staff desires to have an outside independent opinion to ensure the quality of the compliance. The proposal of services would focus on,

- Assist with the annual Financial Audit Preparation.
- A quarterly and annual review of the Billing, Payroll, and Financial Records for accuracy and compliance.
- Assist with performing the Annual Payroll Tax Analysis.
- Available to consult on isolated financial issues.

## Proposal Elements

### 1) Proponent Requirements

(If you don’t have these things we will not evaluate your proposal.)

- a. The firm must have been in business for at least five (5) years
- b. The firm must be legally registered/licensed in California/USA
- c. Located within 50 miles of the District office.

### 2) One Proposal per firm

- a. Only one proposal will be accepted per firm.
- b. A letter from the regional management of the firm specifying the candidate’s authorization to submit a proposal must accompany the proposal.

### 3) Purpose of the request

#### a. Services to be Provided:

- Assist with annual financial audit preparation, review, and assist with the preparation of the District’s financial reports for the financial year audit that will be audited by an independent Certified Public Accounting firm chosen by the District. (average of 20 hours)
- Assist with the Payroll Tax Returns so we can produce fund-based accounting for the Annual Audit.
- Perform quarterly and annual reviews of the District Financials for accuracy and compliance. (average of 10 hours)
- To review and check that internal controls are in place and are being followed by the District’s employees and associates to help prevent any fraud or abuse with the District’s financials. (average of 10 hours)
- Available to consult on isolated financial issues. (average of 10 hours)

**b. Instructions for Submission of Proposal**

**i.** Inquiries and Clarifications – All inquiries and clarifications to the RFP process and/or its contents must be received by 4:30pm Pacific Standard Time on Wednesday July 15, 2020.

All inquiries and clarifications should be directed in writing or via email to:

Tamara Parent, District Board Clerk/ Accounts Manager  
San Miguel Community Services District  
1150 Mission Street  
San Miguel, Ca 93451  
[tamara.parent@sanmiguelcsd.org](mailto:tamara.parent@sanmiguelcsd.org)

**ii.** Delivery of Proposals – One original and one digital copy (Adobe Acrobat or Microsoft Word) of the completed proposal agreeing to perform the services described herein and the transmittal letters are to be delivered to the individual at the mailing address indicated in above by 3:00 pm Pacific Standard Time Monday, July 20, 2020

Proposals will not be accepted after the deadline. Faxed proposals are not acceptable. Postmarks will be considered as date received for the purposes of this RFP. It is the sole responsibility of the Proponent to ensure delivery at the correct location by the specified time. Late proposals will be returned unopened.

Up to three candidates may be selected for panel interviews to be scheduled for late July. District may, at its sole discretion, elect to not conduct panel interviews and present up to two candidates for Board of Directors selection.

**c. Preparation/Submission/Evaluation of the Proposal**

**i.** The evaluation will be based on a review of the proposal submitted, using the application of weights to selected criteria as itemized in Section 7. Based on that evaluation, selected proponents may be invited for a formal presentation of their proposal.

**ii.** The written proposal should be as complete and concise as possible. The District reserves the right to reject all proposals if that action is deemed to be in the best interests of the District. Should the District fail to negotiate a contract with the successful bidder, it may elect to negotiate and contract with the next most qualified bidder.

**iii.** It is the sole responsibility of the submitter to inquire into and clarify and item of this request for proposal that is not understood prior to the deadline (Section 3bi above).

**iv.** Any proposals and accompanying documentation become the property of the District and will not be returned. All Proposals remain confidential until the

contract is awarded to the successful bidder and such an award is announced or is considered to be a part of a public record document, such as a Board of Director's Regular Meeting Agenda.

v. On or about thirty days the District will advise all proponents of the outcome of the process, whether they were selected or not.

**d. Format of Proposal**

i. Promotional literature may be submitted in addition to the items required under Section 7. Additional information so submitted will not serve as a substitute for direct responses necessitated complying with the RFP requirements, nor should respond to a question refer to incorporation of such additional information. (Each response in Section 8 should be completed without reference to other documents/information provided).

ii. Each proposal shall certify compliance with Section 2, Minimum Criteria to Apply, and shall respond to required information as outlined in Section 8, Required Information.

iii. Each proposal shall be no longer than 10 8.5" x 11" pages and attachments, double spaced.

iv. Proposals must be submitted in a sealed envelope and identified as follows:

REQUEST FOR PROPOSAL  
**Accounting Consult Services**  
 San Miguel Community Services District  
 Attention: Tamara Parent, District Board Clerk/ Accounts Manager  
 1150 Mission Street  
 San Miguel, Ca. 93451

**DUE: July 20, 2020 by 4:30 P.M. Pacific Standard Time**

v. Authorization – Proposals should be signed by those officials or agents duly authorized on behalf of their respective firms to sign proposals and contracts.

vi. Terms – The terms and conditions of the proposals outlined herein shall be valid and binding for a minimum of 90 days from the date of receipt by the District.

vii. Award of Contract – The District reserves the right to reject all proposals and waive informalities and minor irregularities in proposals received.

viii. Compliance with State and/or Federal Law – it is agreed and understood that any contracts and/or orders placed as a result of this proposal shall be governed under the laws of California and/or the United States of America.

#### 4) Contract Terms and Compensation Methods -

**a. Contract Terms** – on or about August, 2020; one contract(s) will be entered into with an accounting consultant authorized to do business in the State of California. The contract(s) will be finalized by a motion of the District’s Board of Directors. The term of the contract(s) shall be for a period of three (3) years, with an option of a further two (2) additional years at the discretion of the Board of Directors.

**b. Compensation Methods** – All costs/fees are to be paid by invoice net 30.

**c. Contract Fee** – The services detailed in Section 3 of this RFP are the basis for the proposed fee. Actual fees under the contract may be negotiated, but will not exceed the fee contained in the bidder’s proposal.

**5) Cancellation Clause** – This agreement shall include a sixty (60)-day written cancellation clause that can be exercised by either party.

**6) Availability** – The selected firm should be available to begin work immediately upon notification of the award of the contract(s) by the Board of Directors.

#### 7) Required Information

**a. General Information** – each proposal must contain the following information:

**i.** The proposing organization’s name (and the name under which it does business, if different), its type of business organization, mailing, and physical address, and the name, telephone number, email address and facsimile number of the person within the organization who will serve as the contact person for this proposal process.

**ii.** A list of personnel that would be active in providing services under the proposed contract, including brief resumes.

**b. Service Questionnaire** – Each proposal must contain complete responses to the following questions:

**i.** Provide history and general background of your firm (year founded, areas of expertise, client composition, etc.).

**ii.** Please explain your previous experience in working with special district agencies, municipal or local governments.

**iii.** What characteristics of your firm set you apart from your competitors? How will your services add value to the District?

**iv.** Do you have a written conflict of interest policy? Is there any potential conflict of interest between the firm and /or San Miguel Community Services District or any member of the Board of Directors?

v. Do you have a local office or representative in the San Luis Obispo County or the Central Coastal region of California area who will be servicing this account?

vi. Provide your fee structure and options for this account.

vii. Include any other information that you feel would be helpful.

**Attachment A:**

San Miguel Community Services District  
**Accounting Consult Services**  
RFP

**Proposal Certification Form**  
(must be returned with bid)

Proposal Submitted By:

\_\_\_\_\_

Firm or Entity Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State & Zip Code: \_\_\_\_\_

\_\_\_\_\_

Telephone Number / Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_

Type or print name of the representative: \_\_\_\_\_

Signature of Representative: \_\_\_\_\_

Date: \_\_\_\_\_



## Appendix B:

### 1) THE SAN MIGUEL COMMUNITY SERVICES DISTRICT

The San Miguel Community Services District provides drinking water, wastewater treatment, fire protection, street lighting, and trash collection services to the residents, businesses and agricultural interests in the community since its formation in 2000.

The current members of the Board of Directors are:

Board President—Ashely Sangster

Board Vice-President—Anthony Kalvans

Directors:

Hector Palafox

John Green

Raynette Gregory

**Duties and responsibilities:**

The full Board of Directors is charged with ultimate responsibility for the District's assets. As a practical matter, the Board has delegated responsibility for the day-to-day operations of the District to the General Manager and his/her staff. The Board may also seek advice from outside professionals' consultants.



## San Miguel Community Services District

### Board of Directors Staff Report

June 25<sup>th</sup>, 2020

**AGENDA ITEM: XI-3**

**SUBJECT:** Review and approve the adoption of an ORDINANCE 02-2020 of the San Miguel Community Services District pertaining to solid waste and recycling regulations and enforcement.

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**RECOMMENDATION:** Staff recommends that the Board of Directors approve and adopt San Miguel Solid Waste and Recycling Ordinance NO. 02-2020.

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**DISCUSSION:** The District has long provided collection services for solid waste and recycling for properties within the District. The District has determined that periodic collection and disposal of these categories of waste benefits all residents and occupants of the District. The District further mandates that private premises within the District may not fail to dispose of solid waste, debris, or inoperable vehicles from the property. To achieve the goal of safety and orderliness of properties within the District, owners of all developed properties in the District are mandated to properly use the District's collection and disposal service and pay reasonable fees assessed by the District or its Franchisee/s for the service.

If an owner or occupant fails to properly dispose of waste or recyclables or allows such to collect on the property within the District, the District manager is empowered to notify the owner, his or her agent or person in control of the premises to direct the removal of the waste or recyclables.

If an owner fails to pay for the service, the District or its Franchisee/s may seek to collect the fees through reasonable means including written notices or demands, placing the charges on the following year's tax roll of the respective property, or commencing an action in court to order the owner to pay the fees and costs of suit, including reasonable attorneys' fees. The initiation of a lawsuit would only occur with Board review and approval.

The proposed ordinance here renews and makes minor modifications to the ordinance previously in existence in the District, including the right of the District to abate any property, not in compliance with the ordinance, and make specific collection efforts for unpaid fees.

On, May 28<sup>th</sup>, 2020 San Miguel CSD had a first reading of the proposed ordinance, with the Board of Directors and public input.

**FISCAL IMPACT:** Minimal costs to the District for compliance posting. The costs of abatement and legal processes (if any) are paid by the affected property owner. Administrative expenses are recovered by imposing a service charge.

PREPARED BY:

*Rob Roberson*

Interim General Manager San Miguel C.S.D.

**Attachment:**

Ordinance 02-2020

**ORDINANCE NO. 02-2020**

**AN ORDINANCE OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT  
ADOPTING THE SAN MIGUEL COMMUNITY SERVICES DISTRICT  
SOLID WASTE AND RECYCLING REGULATIONS**

**WHEREAS**, Government Code sections 61060 and 61100 authorize the San Miguel Community Services District (“District”) to adopt by ordinance and enforce rules and regulations for the administration, operation, and use and maintenance of the District’s solid waste and recycling system; and

**WHEREAS**, the District seeks to establish a clear policy to address all activities related to the operation of the District’s solid waste and recycling system; and

**WHEREAS**, the District has drafted the San Miguel Community Services District Solid Waste and Recycling Regulations (“District solid waste Code”) to address the District’s policies and procedures associated with: (1) will serve letters; (2) temporary construction activities; (3) the fees and charges related to the District’s Solid Waste and Recycling system; and (4) provisions to enforce the District’s Solid Waste code; and

**WHEREAS**, Government Code section 61064 provides that the District Board of Directors may designate District employees with the power to enforce District policies; and

**WHEREAS**, the District Board of Directors seeks to authorize the General Manager, Director of Utilities, Fire Chief, and Assistant Fire Chief with the authority to enforce the provisions of the District Solid waste Code.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT DOES ORDAIN AS FOLLOWS:**

**SECTION 1: Purpose and Authority.**

The District, in making adequate provision in this ordinance for the handling of solid waste, organics and recycling, is doing so as a subdivision of the State and after being authorized to do so as a part of the State's comprehensive program for solid waste management and resource recovery and for the preservation, health, safety, and well-being of the public. The following provisions regarding solid waste handling, and the actions of the District pursuant to those provisions, are intended to implement State policy and to provide for the District's continuing authorized evaluation, planning, and supervision in the area.

**SECTION 2: DEFINITIONS.**

For purposes of this ordinance, the following words and phrases shall mean as follows:

{CW094284.1}

"Board of Directors" means the Board of Directors of the San Miguel Community Services District.

"County" means the County of San Luis Obispo.

"Developed property" means any property located within the jurisdiction of the District that is not a vacant parcel.

"District" means the San Miguel Community Services District.

"General Manager" means the General Manager of the San Miguel Community Services District.

"Drop box," also called a roll-off box, means an open top, movable container in which primarily non-putrescible solid waste such as construction and demolition debris or non-putrescible recyclables are stored until removed from the premises.

"Franchisee" means and includes a person, or any other entity authorized under and by virtue of a contract with the San Miguel Community Services District to collect solid waste, organics and recycling.

"Hazardous materials" means any material defined as hazardous in the State Health and Safety Code, as may be amended from time to time; a waste that is hazardous according to the criteria set forth in the California Code of Regulations, as may be amended from time to time or any waste that must be disposed of in a hazardous waste landfill.

"Occupant" means the person who is in possession of a developed property located within the District jurisdiction.

"Organics" means food waste and food-soiled paper waste, green wastes such as landscape and pruning waste, and nonhazardous wood waste.

"Owner" means the person or persons holding record title to the developed property to which solid waste recyclables and organics collection service is to be provided by the Franchisee.

"Person" means any individual, partnership, firm, corporation, other business entity, association, group or combination thereof and the plural as well as the singular.

"Receptacle" means a solid waste recyclables or organics container satisfying the requirements of Section 6.

"Recyclables" or "recyclable materials" means, but is not limited to, any paper, glass, cardboard, plastic, ferrous metal, aluminum, or other material that is to be segregated for

collection and recycling.

"Recycling" means the process of collecting, sorting, cleansing, treating, and reconstituting materials that would otherwise become solid waste, and returning them to the economic mainstream in the form of products which meet the quality standards necessary to be used in the marketplace.

"Solid waste" means all putrescible and nonputrescible waste, including, but not limited to, waste paper, garbage, cardboard, rags, refuse, household ashes, wearing apparel, household goods, wooden containers, and all worthless, useless, unused, rejected or castoff solid or semi-solid matter, commercial and construction waste, and recyclable materials, excluding medical waste, radioactive waste, and hazardous materials as defined in this section.

### **SECTION 3: USE OF DISPOSAL SERVICE MANDATORY -- COLLECTION OF CHARGES.**

- A. The District has determined that periodic collection and disposal (or processing) of solid waste, recyclables and organics from developed properties in the District benefits all occupants of developed properties in the District.
- B. The District will provide a service for the collection and disposal of solid waste, recyclables and organics through its Franchisee.
- C. Except as otherwise provided for herein, owners of all developed properties in the District must use the District's solid waste recyclables and organics collection and disposal service, subject to any Rules duly adopted by the District.
- D. The District or the Franchisee shall collect all fees for solid waste collection and disposal, as specified in the franchise agreement.
- E. The owner of developed property shall be responsible and liable for paying the solid waste collection and disposal fees for that property, although the District or Franchisee will bill an occupant of such property if requested by the owner.
- F. The failure of any occupant or owner to promptly remit the fee for solid waste collection and disposal when due and payable shall entitle the District or Franchisee to collect a late fee from that owner or occupant and will entitle the District or Franchisee to cease providing service. The amount of the late fee shall be established by the Board of Directors.
- G. Upon the direction of the Board of Directors, subject to any legal requirements, any monies owing for the solid waste, recyclables and organics services provided by the District or a Franchisee within the District and all penalties arising hereunder may be placed as a charge on the following year's tax roll of the respective property. Any collection

or other enforcement action in the name of the District may be commenced in any court of competent jurisdiction for the amount of any delinquent fees or charges and if legal action is brought by the District or its designee to enforce the collection of any amount charged and due under this section, any judgment rendered in favor of the District shall include costs of suit incurred by the District or its designee including a reasonable attorney's fee if allowable by law.

#### **SECTION 4: SOLID WASTE, RECYCLABLES AND ORGANICS ACCUMULATIONS.**

A. No person shall accumulate, keep or maintain solid waste, recyclables and organics upon any lot or parcel of land, whether public or private, other than in containers which have been approved by the District or Franchisee.

B. No person owning, occupying or having the control of any developed property or vacant lot or occupying a dwelling or commercial property within the District shall permit any solid waste, recyclables or organics to become or remain offensive, unsightly or unsafe to the public health or safety or to deposit, keep or accumulate or permit or cause any of these materials to be deposited, kept, or accumulated, upon any property, lot, or parcel of land or upon any public or private place, street, lane, alley or driveway, except as allowed in this Ordinance.

C. No person shall place or cause to be placed any solid waste, recyclables or organics generated upon any property or by any residential, commercial, or industrial use into any receptacle or drop box other than those owned or controlled by such person, unless permission for such use is granted by the commercial or residential customer owning or controlling the receptacle or drop box.

D. No person owning, occupying or having control of any premises shall set out or cause to be set out for collection any solid waste, recyclables or organics other than that originating on the premises.

E. No person shall dispose of solid waste, recyclables or organics originating or generated on such person's property in or near litter receptacles placed by the District in public places for incidental use by pedestrian or vehicular traffic.

F. No person shall accumulate, keep or deposit solid waste, recyclables or organics in such a manner that a public nuisance is created, including, but not limited to, allowing flies, mosquitos, rodents or other vectors to breed therein.

#### **SECTION 5: CLEARING OF SOLID WASTE, DEBRIS AND VEHICLES FROM PRIVATE PROPERTY.**

A. The District Manager, his or her designee or an authorized representative of the County are authorized and empowered to notify the owner, his agent, or person in control

of any private premises within the District, to dispose of solid waste prohibited by this ordinance. Such notice shall be given by posting the private premises and by certified mail addressed to the owner, his agent, or such other person at his last known address, or by personal service on the owner, agent, person in control or occupant of the property.

B. The notice shall describe the work to be done and shall state that if the work is not commenced within five (5) days after receipt of notice and diligently prosecuted to completion without interruption, the General Manager shall cause or direct the solid waste to be properly disposed of and the cost thereof shall become a lien on the property. The notice shall be substantially in the following form:

NOTICE TO REMOVE  
SOLID WASTE

The owner of the property described as follows: \_\_\_\_\_

\_\_\_\_\_ commonly known as \_\_\_\_\_ is hereby ordered to properly dispose of the solid waste located on the property, to wit:

\_\_\_\_\_ within five (5) days from the date thereof. If the disposal of the waste matter herein indicated is not commenced and diligently prosecuted to completion within the time fixed herein, the District Manager of the San Miguel Community Services District shall cause such disposal to be done, and the cost thereof, including any incidental expenses, will be made a lien upon said property, pursuant to the provisions of Ordinance No. \_\_\_\_ of the San Miguel Community Services District.

General Manager of the San Miguel Community Services District

C. The General Manager or his/her authorized representatives shall cause to be kept in his/her office a record containing: (1) a description of each parcel of property for which notice to dispose of solid waste has been given; (2) the name of the owner, if known; (3) the date on which such notice was mailed and posted; (4) the charges incurred by the District in disposing of solid waste, and all incidental expenses in connection therewith; and (5) a brief summary of the work performed. Each such entry shall be made as soon as practicable after completion of such act.

D. Upon the failure, neglect or refusal of any owner or agent so notified to properly dispose of the solid waste within five (5) days after notice has been given as provided in this section, or within ten (10) days after the date of mailing such notice in the event the U.S. Post Office is unable to make delivery thereof, provided the same was properly addressed to the last known address of such owner or agent, the General Manager or his/her authorized representatives are authorized and empowered to pay for the disposal of such solid waste out of the District funds or to order its disposal by District forces. The General Manager and his/her authorized representatives, including any contractor with whom



he/she contracts hereunder, and assistants, employees or agents of such contractor, are authorized to enter upon the property for the purpose of disposing of the solid waste described in the notice. Before the General Manager arrives, any property owner may dispose of the waste matter at his/her own expense.

E. When the District has effected the removal of such solid waste, or has paid for its removal, the actual cost thereof plus accrued interest at the rate of ten percent (10%) per year from the date of the completion of the work, shall be charged to the owner of such property and the owner or his agent, shall be billed therefor by mail, if not paid prior thereto. The bill shall apprise the owner that failure to pay the bill will result in a lien.

F. Where the full amount due the District is not paid by such owner within thirty (30) days after date of the billing by the District, the District shall cause to be recorded with the County Clerk-Recorder a sworn or certified statement showing the cost and expense incurred for the work, the date the work was done and the location of the property on which the solid waste removal work was done. The recordation of such sworn or certified statement shall constitute a lien on the property and shall remain in full force and effect for the amount due in principal and interest, plus costs of court, if any, for collection, until final payment has been made. The costs and expenses shall be subject to a delinquent penalty of ten percent (10%) in the event same is not paid in full on or before the date the amount due becomes a lien. Sworn or certified statements recorded in accordance with the provisions of this section shall be prima facie evidence that all legal formalities have been complied with and that the work has been done properly and satisfactorily and shall be full notice to every person concerned that the amount of the statement, plus interest and costs, constitutes a charge against the property designated or described in the statement and that the same is due and collectible as provided by law. The County Clerk-Recorder shall record the lien. The remedy provided in this section shall not constitute an election of remedies by the District.

## **SECTION 6: SOLID WASTE, ORGANICS AND RECYCLING CONTAINERS.**

A. Solid waste, organics and recyclables shall be kept free of all hazardous materials and shall be securely wrapped and placed in a closed receptacle or drop box.

B. Containers shall be made of metal or plastic and of sufficient strength to prevent them from being broken under ordinary conditions. Containers shall be equipped with a vermin and animal resistant cover or seal which shall be utilized at all times. Containers shall be in a condition such that their contents can be fully enclosed and such that they shall stand upright and leave no sharp, jagged or otherwise dangerous corners or edges.

C. Drop boxes shall be constructed of metal or other material as approved by the District.

D. Containers and drop boxes shall be maintained by Occupants in a clean, safe and  
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sanitary condition.

E. Solid waste, organics and recyclables shall be placed in the containers furnished by the Franchisee.

#### **SECTION 7: PLACEMENT OF CONTAINERS.**

A. Any container or drop box shall be placed for collection on any sidewalk, street, roadway or alley only as provided in this ordinance or any Rules duly adopted by the District.

B. Any container shall be placed for collection along any street, roadway or alley only on the day established for the collection of solid waste on the particular route or after 5:30 P.M. on the day immediately prior to such collection and shall not remain thereon for more than eighteen (18) hours after it has been emptied unless special in yard service has been contracted for.

C. Any container placed for collection along a street or roadway shall be placed between the curb line and the property line as close to the curb line or edge of the street or roadway as practicable, without causing a safety hazard.

D. Any container or drop box placed for collection in any alley shall be placed as close to the property line as practicable.

E. Any drop box placed in any street, roadway or alley shall obtain an encroachment permit from the County when required by County regulations.

#### **SECTION 8: INTERFERENCE WITH CONTAINERS AND DROP BOXES.**

No person other than the Franchisee or customer shall interfere in any manner with any receptacle or drop box or the contents thereof, nor remove any such receptacle or drop box from the location where it was placed by the customer or Franchisee nor remove the contents of any receptacle or drop box.

#### **SECTION 9: FRANCHISE FOR COLLECTION -- AUTHORIZATION.**

A. A franchise, exclusive or nonexclusive, for the collection and disposal of solid waste, organics and recyclables, may be granted by the District.

B. No person shall collect, or enter into an agreement to collect, or provide for the collection or disposal of solid waste, organics and recyclables, unless such person is authorized by the District to operate within the District by means of a franchise agreement.

#### **SECTION 10: COLLECTION RATES.**

Rates for solid waste, recyclables and organics collection and disposal shall be set by resolution {CW094284.1} 6-25-2020

of the Board of Directors.

**SECTION 11: DISPOSAL SITE.**

The franchisee shall arrange for the disposal and processing of all solid waste, recyclables and organics collected within the District at a properly licensed disposal site or processor, and shall ensure that all materials collected are disposed of in a manner conforming to all applicable government laws, codes, and statutes, including those of the District. All solid waste collected within the District, and not separated for recycling shall be delivered to the disposal site and disposed of according to the regulations of the disposal site.

**SECTION 12: COLLECTION AND DISPOSAL REQUIRED AT LEAST ONCE A WEEK.**

All solid waste, recyclables and organics located or generated within the District shall be placed in a receptacle or drop box by the Occupant or Owner and shall be removed by the District, its agent, employees, or Franchisees or representatives, at least once every seven (7) days, or more often as directed by the District.

**SECTION 13: CONDITION OF COLLECTION TRUCKS.**

Every truck used by a Franchisee in the collection and removal of solid waste, recyclables and organics shall be kept well painted, clean inside and out and in good operating condition. All Franchisee vehicles must meet all applicable regulations.

**SECTION 14: EXCEPTIONS.**

- A. Nothing in this ordinance shall be deemed to prohibit the removal and hauling by a licensed person of materials considered by the District to constitute a health hazard of such nature as necessary to be ordered to be promptly removed.
- B. Nothing in this ordinance shall be construed to prohibit any producer of solid waste from personally hauling the same in the producer's vehicle through the streets of the District; provided, however, such hauling and disposal shall at all times be subject to any Rules duly adopted by the District.
- C. Nothing in this ordinance shall be construed to prohibit the collection and removal of grass clippings and shrubbery by individual residents and by individuals doing business as professional landscapers, when the collection is directly related to their work.

**SECTION 15: BURNING REFUSE.**

Burning of solid waste is prohibited within the District boundaries as outlined in the District Fire Ordinance, this ordinance may be updated from time to time by the Board of Directors.

**SECTION 16: UNLAWFUL COLLECTION.**

A. A Franchisee shall not be required to collect hazardous waste, medical waste, radioactive waste or dangerous materials as part of its regular collection activity. Liquid and dry caustics, acids, biohazardous, flammable, explosive materials, insecticides, and similar substances shall not be deposited in solid waste collection containers described in Section 6. Any person collecting such substances shall store, handle and dispose of such materials in accordance with local, state and federal law and shall obtain all necessary local, state and federal permits therefor.

B. Infectious waste (as defined in California Health and Safety Code Section 7054.4, as amended from time to time, or any successor provision or provisions thereto) shall not be collected by a Franchisee as part of its regular collection activity. Anyone producing such wastes shall store, handle and dispose of such materials only in the manner approved by the County health officer or designated deputy, and in accordance with local, state and federal law and with all necessary local, State and Federal permits.

**SECTION 17: HEALTH REGULATIONS -- ESTABLISHMENT.**

The District shall have power to establish rules and regulations not inconsistent with this ordinance governing the collection and disposal of solid waste; provided, that such rules and regulations shall have as their purpose the enforcement of the provisions of this ordinance and the health and sanitary laws and ordinances in effect in the District.

**SECTION 18: RECYCLING AND RECYCLABLE MATERIALS: FINDINGS.**

- A. The Board of Directors supports a reduced or zero waste philosophy as being in the best interests of the District and the State of California, as it promotes the conservation of resources, responsible consumption, reuse and recovery of products and packaging with reduced discharges to land, water, or air which may compromise the environment or human health. While not mandating zero waste, the Board encourages members of the District to engage in responsible recycling and discarding of waste.
- B. The Board of Directors has determined that it is in the best interests of the District to promote recycling of discarded waste materials.
- C. The Board of Directors has determined that it is in the best interests of the District to promote said recycling through the use of a Franchisee.

D. The Board of Directors finds that the success of the recycling program is in part dependent upon the ability of a Franchisee to collect recyclable materials without interference by unauthorized persons and that such unauthorized interference may have serious adverse effects on the success of recycling programs.

**SECTION 19: USE OF RECYCLING SERVICE MANDATORY -- COLLECTION OF CHARGES.**

A. The District has determined that periodic collection of recyclable materials from all developed properties in the District benefits all occupants of developed properties in the District.

B. The District will provide recycling collection service through its Franchisee.

C. The District or the Franchisee shall collect all fees for recycling collection, as specified in the franchise agreement.

D. Except as otherwise provided for herein, all owners of developed property shall be responsible and liable for paying the recycling collection service fees for that property, regardless of whether such owner elects to use such service, although the District or Franchisee will bill an occupant of such property if requested by the owner.

E. The failure of any occupant or owner to promptly remit the fee for recycling collection service when due and payable shall entitle the District or Franchisee to collect a late fee from that owner or occupant. The amount of the late fee shall be established by the Board of Directors.

G. Upon the direction of the Board of Directors, subject to any legal requirements, any monies owing for the recycling services provided within the District and all penalties arising hereunder may be placed as a charge on the following year's tax roll of the respective property owner. Any collection or other enforcement action in the name of the District may be commenced in any court of competent jurisdiction for the amount of any delinquent fees or charges and if legal action is brought by the District or its designee to enforce the collection of any amount charged and due under this section, any judgment rendered in favor of the District shall include costs of suit incurred by the District or its designee including a reasonable attorney's fee if allowable by law.

**SECTION 20: COLLECTION RATES - RECYCLING.**

The rates to be charged for the collection of recyclable materials shall be established by resolution of the Board of Directors.

**SECTION 21: OWNERSHIP OF RECYCLABLE MATERIALS.**

Recyclable material shall become the property of a Franchisee upon placement of recyclable material at a recycling collection location within the District.

**SECTION 22: UNAUTHORIZED COLLECTION OF RECYCLABLE MATERIALS PROHIBITED: PENALTY.**

It shall be unlawful for any person, other than the Franchisee, to remove recyclable material which has been placed at a designated recycling collection location, during the twenty-four (24) hour period commencing at 6:00 p.m. on any day preceding a day designated for collection of recyclable material.

**SECTION 23: RIGHT OF INDIVIDUAL TO DISPOSE OF RECYCLABLES.**

Nothing in this ordinance shall limit the right of an individual person, organization, or other entity to donate, sell or otherwise dispose of recyclables, provided that any such disposal is in accordance with the provisions of this ordinance.

**SECTION 24: CIVIL ACTION BY FRANCHISEE.**

Nothing in this ordinance shall be deemed to limit the right of a Franchisee to bring a civil action against any person who violates the provisions of Section 22.

**SECTION 25: CIVIL LIABILITIES AND PENALTIES.**

Any person who intentionally or negligently violates any provision of this ordinance shall be civilly liable to the District. Such civil liability may be in a sum not to exceed Ten Thousand Dollars (\$10,000). The District may petition the Superior Court to enforce and recover such sums. In determining such amount, the District shall take into consideration all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the nature and persistence of the violation, the length of time over which the violation occurs, the corrective action, if any, and the fines and penalties imposed on the District by other agencies.

**SECTION 26: ENFORCEMENT.**

- A. The General Manager or his/her designee are specifically required to enforce the provisions of this ordinance.
- B. No person shall in any manner interfere with the collection or disposal of solid or waste or recyclable materials by any person authorized by Franchisee to collect and process or dispose of the same.

**SECTION 27: VIOLATION -- PENALTY.**

Every person as defined in this ordinance who violates any of the provisions of this ordinance is guilty of a misdemeanor.

**SECTION 28: AUTHORITY.**

This ordinance is passed pursuant to Health and Safety Code Sections 6520 and 6521 and Public Resources Code Section 40059.

{CW094284.1} 6-25-2020

**SECTION 29: INTERPRETATION OF CONFLICTING PROVISIONS.**

In the event any provision of existing ordinances, resolutions, regulations or procedures of the San Miguel Community Services District not repealed by this ordinance conflicts with the provisions of this ordinance, the provisions of this ordinance shall prevail.

**SECTION 30: SEVERABILITY.**

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The Board of Directors hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrases be declared unconstitutional.

**SECTION 31: PUBLICATION OR POSTING.**

Within fifteen (15) days after adoption of this ordinance, it shall be posted in three (3) public places with the District (to wit: U.S. post office, Paso Robles Press, and 1150 Mission St. Bulletin Board) with the names of those Board members voting for and against the ordinance.

**SECTION 32: EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its final passage.

On motion of Board Member \_\_\_\_\_, seconded by Board Member \_\_\_\_\_ and on the following roll call vote, to-wit:

AYES:

NOES:

ABSENT:

the foregoing ordinance was adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Rob Roberson, Interim General Manager

\_\_\_\_\_  
Ashley Sangster President of the Board of Directors

ATTEST:

APPROVED AS TO FORM:

{CW094284.1} 6-25-2020

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Board Clerk

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Douglas L. White, District General Counsel

DRAFT





## San Miguel Community Services District

### Board of Directors Staff Report

June 25, 2020

**AGENDA ITEM: XI-4**

**SUBJECT:** Review and approve Resolution 2020-22 assuming the responsibility for maintenance of landscaping in specific areas within the San Miguel Community

---

**RECOMMENDATION:**

Approve Resolution 2020-22 assuming the responsibility for maintenance of landscaping in specific areas within the San Miguel Community

---

**BACKGROUND:**

March 26<sup>th</sup> Board meeting; the Board gave consensus to move forward with cleanup, irrigation repairs, and plant replacement with District personnel, with reimbursement from the San Miguel Chamber of Commerce for any out of pocket cost.

Staff performed the cleanup and irrigation repairs and is working through the planting. An invoice was prepared for the San Miguel Chamber for reimbursement once the planting was completed.

May 28<sup>th</sup> Board meeting; the Board through consensus, directed staff to bring this item back pivoting to District staff performing the maintenance as opposed to contracting the maintenance out to a contractor.

The Board and Staff discussed that there was sufficient staff to perform the normal maintenance of the landscaping. There was also discussion about the potential of needing day labor in the future or potentially needing to contract this work out in the future.

The attached resolution formalizes the Board's position on the landscaping maintenance and authorizes the expense of Lighting Department funds for the purposes of performing the landscape maintenance activities.

The District will perform the maintenance on the landscaping on the West side of Mission Street between 11<sup>th</sup> and 14<sup>th</sup>, Father Reginald Park, and the North and South Gateway monuments.

**FISCAL IMPACT:**

During the May meeting, the Board approved the draft FY 2020-21 District Budget which included line items for the maintenance costs for the upcoming fiscal year.

No additional funding appropriation is necessary.

**PREPARED BY:**

Kelly Dodds, Director of Utilities

**Attachments:** Resolution 2020-22

**RESOLUTION NO. 2020-22****A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE  
MAINTENANCE OF LANDSCAPING ALONG THE WEST SIDE OF MISSION  
STREET (BETWEEN 11<sup>TH</sup> AND 14<sup>TH</sup>), AT FATHER REGINALD PARK AND THE  
GATEWAY MONUMENTS.**

**WHEREAS**, San Miguel Community Services District (“District”) operates Lighting, Wastewater, Water, and Solid Waste departments within the community of San Miguel; and

**WHEREAS**, Article G of Government Code 61100 recognizes lighting and landscaping as the same class of service allowing the District to fund the landscaping maintenance through the lighting department; and

**WHEREAS**, the County of San Luis Obispo developed the landscaping along Mission street, and the Gateway Monuments through grants but does not have the means to maintain them; and

**WHEREAS**, the Board of Directors recognizes that maintaining landscaping is beneficial to the community, and maintaining landscaping in the following areas is within the ability of the District to manage:

- Westside of Mission Street between 11<sup>th</sup> street and 14<sup>th</sup> street
- Father Reginald Park
- North and South Gateway Monuments

**WHEREAS**, the Board of Directors recognizes that proper routine and ongoing maintenance of the landscaping along the west side of Mission Street between 11<sup>th</sup> and 14<sup>th</sup> street through the downtown corridor is necessary to reduce the water use and minimize water waste; and

**WHEREAS**, the Board of Directors recognizes that proper routine and ongoing maintenance of the Father Reginald Park is necessary to reduce the water use and minimize water waste; and

**WHEREAS**, the Board of Directors recognizes that maintaining the landscaping around the San Miguel Gateway Monuments promotes a positive image of the community; and

**WHEREAS**, the Board of Directors identifies the use of funds from the Lighting Department for the purpose of maintaining public landscaping for the betterment of the community as a valid and appropriate use of public funds, and those funds have been incorporated into the operational budget; and

**WHEREAS**, the Board of Directors recognizes that accounting for water use and sales is imperative, the Lighting department will be billed at the current rates for water used for the Mission Street landscaping between 11<sup>th</sup> and 14<sup>th</sup> on the west side and at Father Reginald Park. If another entity later assumes the responsibility of either area they will be then liable for the cost of the water used; and

*Continued on next page*

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

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 25<sup>th</sup> day of June 2020.

\_\_\_\_\_  
Ashley Sangster,  
President Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Rob Roberson, Interim General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel

\_\_\_\_\_  
Tamara Parent, Board Clerk



## San Miguel Community Services District

### Board of Directors Staff Report

June 25<sup>th</sup>, 2020

AGENDA ITEM: XI -5

**SUBJECT:** Review and approve RESOLUTION 2020-19 authorizing the Director of Utilities to negotiate and purchase a new utility vehicle for the utility department not to exceed \$35,000.

---

**RECOMMENDATION:**

Approve Resolution 2020-19 authorizing the Director of Utilities to negotiate and purchase a new utility vehicle for the utility department not to exceed \$35,000.

---

In the Utilities Department, with the increase in workload and the recent purchase of equipment, there is an immediate need to purchase a ½ ton (or better) pickup, with a standard truck bed. This new truck will be used to perform normal daily tasks, move equipment and materials around the district, and to attend meetings and picking up materials.

This utility vehicle is not currently budgeted, and this request is to be paid from Capital Reserves.

After initial pricing received, we are confident that we can negotiate a price for the vehicle which is low enough that we can also purchase the necessary tools and equipment to outfit the truck. We are requesting that the Board authorize the Director of Utilities to negotiate for this utility vehicle up to a maximum of \$35,000 to be paid from Lighting, Wastewater, Water, and Solid Waste equally.

From the May 28<sup>th</sup>, 2020 meeting, Staff, as well as Director Sangster, looked further into the cost for new and gently used vehicles. As, suspected staff was able to find several vehicles from rental companies however most had a significant number of miles already.

Staff is requesting that the Board approve the initial request of a not to exceed the amount of \$35,000 and authorize the Director of Utilities to locate and purchase a vehicle that meets the needs of the utility department at the best value to the District.

**FISCAL IMPACT**

A budget adjustment will be necessary. A total of \$35,000 divided between Lighting, Wastewater, Water, and Solid Waste as outlined below.

Lighting – \$8,750 (with budget adjustment in the same amount to 30-500)

Wastewater – \$8,750 (with budget adjustment in the same amount to 40-500 and transfer from capital reserve)

Water – \$8,750 (with budget adjustment in the same amount to 50-500 and transfer from capital reserve)

Solid Waste – \$8,750 (with budget adjustment in the same amount to 60-500)

This purchase authorization will also transfer funds from capital reserve to the general operating account for water and wastewater.

PREPARED BY:

*Kelly Dodds*

Kelly Dodds, Director of Utilities

Attachment: RESOLUTION 2020-19

**RESOLUTION NO. 2020-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE  
DIRECTOR OF UTILITIES TO PURCHASE A VEHICLE FOR THE UTILITIES  
DEPARTMENT IN ADDITION TO AUTHORIZING A BUDGET ADJUSTMENT AND  
TRANSFER FROM CAPITAL RESERVE IN AN AMOUNT NOT TO EXCEED \$35,000.**

**WHEREAS**, San Miguel Community Services District (“District”) operates Lighting, Wastewater, Water, and Solid Waste departments within the community of San Miguel; and

**WHEREAS**, the Board of Directors recognizes the need to have a sufficient number of vehicles to perform the necessary work to maintain those departments effectively; and

**WHEREAS**, the Board of Directors authorizes a budget adjustment for the Wastewater department \$8,750 (40-500) and Water department \$8,750 (50-500) to be transferred from Capital Reserve, and Lighting department \$8,750 (30-500) and Solid Waste department \$8,750 (60-500) to be paid from Operating Revenue; and

**WHEREAS**, the District Board of Directors authorizes the Director of Utilities to negotiate and enter into a contract for the purchase of a vehicle for the Utilities Department not to exceed \$35,000.

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

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 25<sup>th</sup> day of June 2020.

\_\_\_\_\_  
Ashley Sangster,  
President Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Rob Roberson, Interim General Manager

\_\_\_\_\_  
Douglas L. White, District General Counsel



## San Miguel Community Services District Board of Directors

### Staff Report

June 25, 2020

Agenda Item: XI-6

**SUBJECT:** Consideration of **Resolution 2020-26** requesting consolidation of the San Miguel Community Services District's Biennial Election with County's November 3, 2020, Consolidated General Election.

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**RECOMMENDATION:**

Staff recommends that the Board approve **Resolution No. 2020-26** requesting consolidation of the San Miguel Community Services District's Biennial Election with the County's November 3, 2020, Consolidated General Election.

---

**BACKGROUND:**

Pursuant to California Elections Code §10555, the San Miguel Community Services District's Biennial Election can be consolidated with the San Luis Obispo County's November 3rd, 2020 General Election.

This is a long-standing practice for past District elections, as it saves the District a substantial amount of staff time and money that would otherwise be spent on preparation of materials, mailing election materials, counting ballots and certifying the election results.

**FISCAL IMPACT:**

Consolidating elections is the most cost-effective approach to District elections since any costs are based on # of voters and a pro-rata sharing with other agencies participating in a consolidated biennial election.

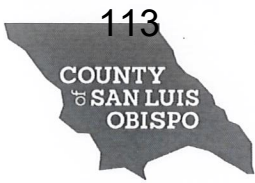
**PREPARED BY:**

Tamara Parent

Board Clerk/Accounts Manager

**Attachment: Resolution No. 2020-26**





COUNTY OF SAN LUIS OBISPO  
OFFICE OF THE CLERK-RECORDER

Tommy Gong - County Clerk Recorder

April 29, 2020

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

Dear District Secretary:

Pursuant to California Elections Code Section 1303(b), your district's biennial election will be held on Tuesday, November 3, 2020. In connection with this election the items listed below must be acted upon by the district board of directors and submitted to our office by the deadlines set in accordance with the enclosed Calendar of Events.

1. Notice to County Elections Official - Elective Offices to be Filled (enclosed)
2. A map of your district's boundaries (even if they have not changed)
3. A resolution by the board of directors requesting consolidation with the November 3, 2020, Consolidated General Election (sample enclosed)

To prepare for the nomination period, Items 1 and 2 above must be filed with our office by **Wednesday, July 1, 2020**. Item 3 above shall be filed with our office no later than **Friday, August 7, 2020**; however, if possible, it would be appreciated if your resolution could be submitted by July 24, 2020. If you are planning on putting a measure on the ballot, along San Miguel, CA 93451 with the offices to be filled, please contact our office immediately.

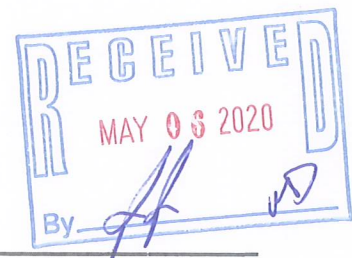
*one meeting*

Included is a list of the terms which are to be filled at the upcoming election according to our records. Please review your district's information and notify us immediately if this information is incorrect.

Thank you in advance for your cooperation for providing the required information in a timely manner.

Sincerely,

Tami Bisantz  
Division Supervisor



**NOTICE TO COUNTY ELECTIONS OFFICIAL  
ELECTIVE OFFICES TO BE FILLED, MAP OF DISTRICT BOUNDARIES,  
PAYMENT OF CANDIDATE STATEMENT OF QUALIFICATIONS**  
Elections Code §10509 & 10522

\_\_\_\_\_  
Name of District

TO THE COUNTY ELECTIONS OFFICIAL OF SAN LUIS OBISPO COUNTY:

1. Notice is hereby given that the elective offices of the district to be filled at the Consolidated General Election on November 3, 2020, are as follows:

<b>NUMBER OF DIRECTORS TO BE ELECTED OFFICE</b>	<b>TERM OF</b>
---	----------------

_____	Four Year Term
_____	Two Year Term

Name of Elected officials whose term will be expiring.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. The qualifications of a nominee and of an elective office of the District are as follows:

SHALL BE A REGISTERED ELECTOR RESIDING IN THE DISTRICT

3. Pursuant to Elections Code §10522, a map showing the boundaries of the district is attached.

Have the boundaries changed since 2018?

**YES** \_\_\_\_\_                      **NO** \_\_\_\_\_

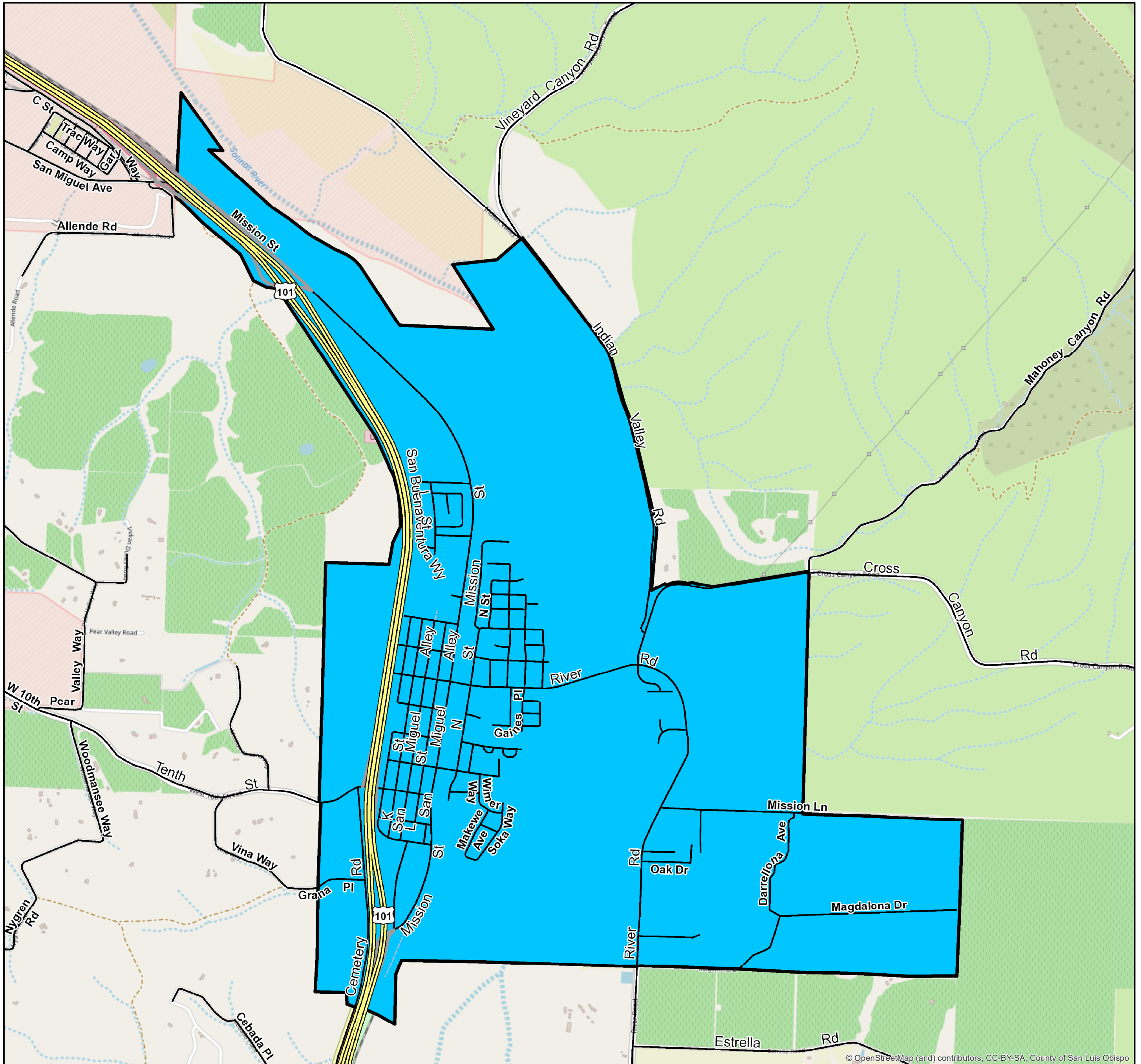
4. Please indicate whether the DISTRICT or the CANDIDATE will pay for the printing and handling of the Statement of Qualifications, per Elections Code §13307

**DISTRICT** \_\_\_\_\_                      **CANDIDATE** \_\_\_\_\_

Signed: \_\_\_\_\_    Dated: \_\_\_\_\_


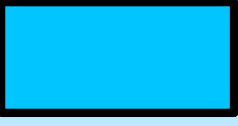

Print Name and Title: \_\_\_\_\_

# San Miguel Community Services District Service Area & Sphere of Influence Adopted: November 2013



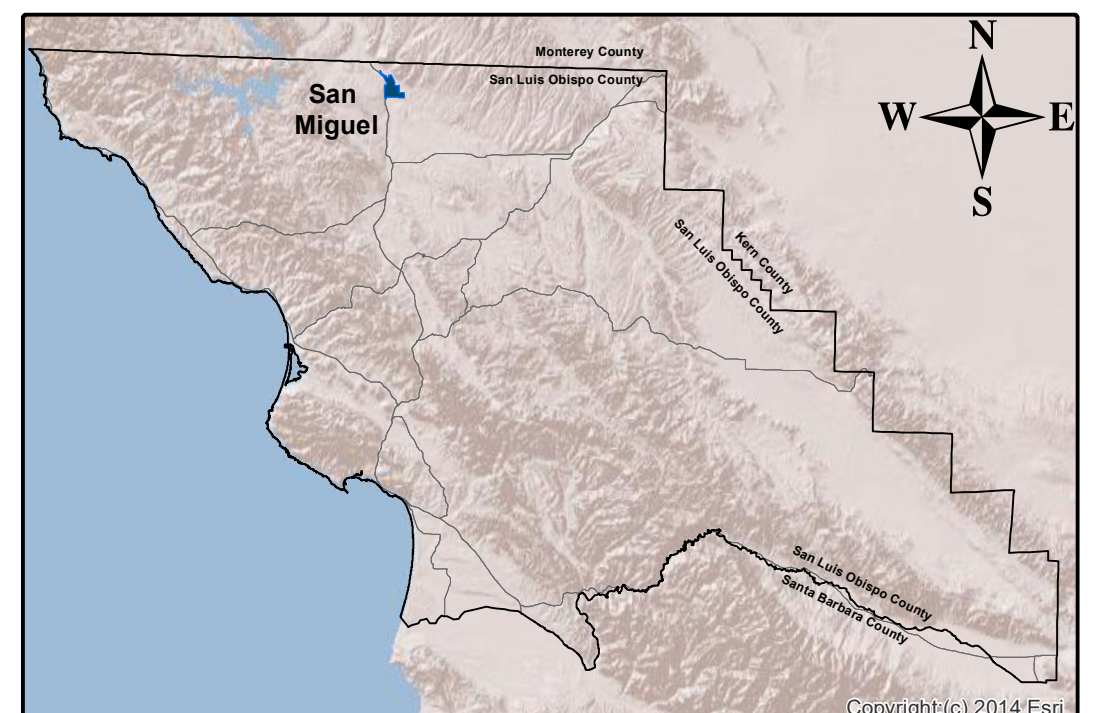
© OpenStreetMap (and) contributors. CC-BY-SA. County of San Luis Obispo

## Legend

-  Major Roads
-  Service Area
-  Sphere of Influence  
(Same as Service Area)



Prepared By SLOLAFCO  
Name: San Miguel\_SOI Bndy  
Date: 3/3/2020



**RESOLUTION NO. 2020-26**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT  
REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE  
NOVEMBER 3, 2020 CONSOLIDATED GENERAL ELECTION**

**WHEREAS**, an election shall be conducted on November 3, 2020, for the San Miguel Community Services District (“District”) pursuant to the Uniform District Election Law commencing with Elections Code §10500; and

**WHEREAS**, pursuant to Elections Code Section §10555, said election may be consolidated with any other election pursuant to Part 3 (commencing with Section §10400); and

**WHEREAS**, the Board of Directors requests the San Luis Obispo County Board of Supervisors to consolidate this District’s General District Election with any other election which may be held on the same day.

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

1. The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of this District to be held on November 3, 2020, with all other elections held on the same date. This request is made pursuant to Elections Code §10555 and §10400, et seq. The Board of Directors agrees to reimburse the County of San Luis Obispo in full, upon presentation of a bill for services performed relating to this election.
2. The offices to be voted on are three (3) positions on the Board of Directors for four-year terms.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and on the following roll call vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINING:**

The foregoing Resolution is hereby passed and adopted this 25th day of June 2020.

(signatures on next page)

By: \_\_\_\_\_  
Ashley Sangster, President of the Board

**ATTEST:**

By: \_\_\_\_\_  
Rob Roberson, Interim General Manager/Fire Chief

By: \_\_\_\_\_  
Tamara Parent, Board Clerk/Accounts Manager

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Douglas L. White, District General Counsel



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

**June 25, 2020**

**AGENDA ITEM: XI-7**

**SUBJECT: Fire Department Temporary Housing Unit Continuation.**

---

**RECOMMENDATION: Discuss options for providing a Temporary Fire Department Staffing Housing Unit including space for a Sheriff's Beat Station.**

---

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.

Lack of response from Cal Fire Chief Jalbert and information passed on from Cal Fire Staff indicate that the temporary housing unit utilized by Cal Fire Station 30 will not be available for acquisition by San Miguel Fire. Making this former option unachievable.

It has been brought up to staff on more than one occasion that the District has an interest in providing a "Beat Station" for the North County Sheriffs Deputies. This option has its own complexities such as increased cost, increased unit size, access, and security.

On May 26, 2020, Assistant Chief Scott Young contacted Scott Keller the owner of the property directly to the south of the current Fire Station location (APN 021-221-015 & 021-221-016) regarding the possibility of a short-term lease agreement with the District for placement of a temporary modular housing unit. Mr. Keller was very receptive to this option and is willing to work with staff on a leasing agreement. By leasing the land to the south of the current Fire Station's location simplifies the future construction process by relieving the burden of relocating the temporary housing unit prior to commencement of construction for the new apparatus building. Additionally, street utilities are more accessible to the south of the current Fire Station.

**STAFF RECOMMENDATION.**

Discuss options for Sheriff Beat Station to be included in the Departments Temporary Housing Unit and the potential leasing of the property directly South of the Current Fire Department location.

**FISCAL IMPACT:**

The potential fiscal impact for furnishing and installing a prefabricated modular unit shall be determined upon completion of the preliminary pricing efforts, prior to proceeding with the final

119  
pricing phase.

PREPARED BY: Scott Young

APPROVED BY: Rob Roberson



## San Miguel Community Services District

### Board of Directors Staff Report

June 25, 2020

AGENDA ITEM: XI- 8

**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 4th quarter 2019 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 *May* the plant averaged 153,549 gallons per day (78% of hydraulic design capacity) with a max day of 174,096 gallons (88% 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.

### *AERATOR PROJECT*

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

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

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

### *FUNDS EXPENDED*

Total Costs incurred to date

- Property acquisition - \$240,140 (Paid with Capital Funds not covered under any grant FY2016-17)
- Engineering - \$170,740 (Reimbursable through the IRWM Grant) (\$112,000 received to date)

### *GRANT FUNDING*

#### Awarded

- Integrated Regional Water Management (IRWM) Prop 1 DAC -- \$177,750 for Wastewater plant upgrade analysis, basin recharge study.
- The agreement for this grant was received in February 2019 and has been processed and returned, invoices have been submitted to IRWM and the District should receive reimbursement for the initial requests after July.
- State Revolving Fund (SRF) -- \$250,000 for construction design and engineering – The District received the agreement for this grant in November 2019. The grant is retroactive to 2017.

#### Applied for/ to

- Started discussion with SLO County on the potential for CDBG funds to help pay for construction. The application is in process.
- 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.

### **NEXT STEPS:**

#### *WWTF*

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

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

Based on discussions with the DE, we have initiated the final design phase for the recommended WWTP upgrade and expansion design alternative. We have scheduled approximately 9 months to complete the final design and the preparation of the Construction / Bidding Documents. 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 2020, with the goal of having financing in place to advertise and award a construction project in 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**

---

**FISCAL IMPACT**

No impact resulting from this information.

**RECOMMENDATION**

This item is for information and discussion only.

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

PREPARED BY:

*Kelly Dodds*

Kelly Dodds, Director of Utilities

*Blaine Reely*

Blaine Reely, Monsoon Consultants



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

June 25, 2020

AGENDA ITEM: XI-7

**SUBJECT: Review and approve RESOLUTION 2020-27 authorizing the Interim General Manager/Fire Chief to enter into a 10-year lease agreement with South Coast Equipment and PNC Equipment Finance for the acquisition of a Type III; Model 34-F Pierce Wildland Fire apparatus for a total lease amount of \$471,919. (Roberson/Young)**

---

**Recommendation:** Approve RESOLUTION 2020-27 to authorizing the Interim General Manager/Fire Chief to enter into a lease agreement for the acquisition a Type III; Model 34-F Pierce Wildland Fire apparatus with South Coast Equipment and PNC Equipment Finance for a total amount of \$471,919.

---

### Background:

E8687 was built for The San Miguel Fire Department by Ferrara Fire Apparatus, Inc. (FFA) in September 2006 with a 240-day fabrication timeline.

E8687 was built utilizing a Department purchased 2006 GMC Top Kick rear-wheel drive, crew cab & chasey purchased from WTP Equipment Company, LLC for \$65,360.25 on July 17, 2006. The unit was driven to FFA by San Miguel Fire Department Staff in September 2006 to begin the buildup process. The buildout included the addition of a main pump, an auxiliary pump, 400 gallons of water storage, 10 gallons of foam storage, utility bed fabrication, emergency light installation, interior modifications, and numerous other modifications. Fabrication cost for the FFA buildup was \$120,507.00. Bringing the overall cost for E8687 to \$185,867.25.

E8687 was built at the time to perform as a first out front-line fire apparatus able to perform in the urban and urban-wildland interface areas throughout the District in addition to fulfilling the Departments Automatic Aid and Mutual Aid Agreements with the County and State. Additionally, E8687 was scaled down to meet the DOT 26,000 GVW requirement allowing for a class "C" driver's license with additional specialized training for water tanks and air brakes.

### Current Status:

As well-intended as the concept was in 2006 E8687 has faced numerous setbacks in recent years due to mechanical failures, wear and tear, years of service, and changes in the County & State Standards.

It has also been brought to the attention of Department Staff that the 2006 GMC Kick Top cab & chasey has become obsolete, making the acquisition of parts difficult or unavailable. The lack of readily available parts poses a great burden on the Department by potentially removing the unit from service for days, if not weeks at a time. In addition to equipment failure prior, during, or post-event leaving the department members at risk.

### **Remedy:**

The Department Staff has contacted South Coast Equipment, HME, and BME Equipment Manufacturers requesting specifications and pricing information. HME & BME were able to forward equipment specifications without cost information or potential fabrication buildup start dates. South Coast Equipment is a Peirce distributor and was the only company that provided equipment specifications, diagrams, cost information, lease finance options, and photos of a new demo unit available for immediate delivery.

The acquisition of a Model 34-F Type III Fire Apparatus would enhance the Department's fleet providing a unit in compliance with the current County & State standards, allowing for an overall increased level of safety to the District, County, and State.

### **STAFF RECOMMENDATION.**

Approve RESOLUTION 2020-27 to authorizing the Interim General Manager/Fire Chief to enter into a 10-year lease agreement with an annual payment of \$47,191.91 for the acquisition a Type III; Model 34-F Pierce Wildland Fire apparatus with South Coast Equipment and PNC Equipment Finance for a total amount of \$471,919.10.

### **FISCAL IMPACT:**

1. By entering a lease agreement with South Coast Equipment / PNC Equipment Financing the Department would be required to pay up to \$29,779.95 in sales tax to the state at the commencement of the lease and up to estimate of \$2,500.00 in related fees and bonds. These funds would be dispersed utilizing Capital Reserve Funds.
2. Upon taking possession of the new unit and placing it into service. The Department would then decommission E8687 and offer it for a surplus sale, with the potential sale price of \$100,000.00. These funds would be placed into a new "Vehicle Payment Account".
3. The first lease payment of \$47,191.91 would be due 1-year after the lease commencement date, allowing time for the sale of E8687.
4. Future payments shall be funded by utilizing restricted funding sources such as Facilities Impact Fees, OES reimbursements, potential equipment grants, and if necessary, a budgetary line item.

**PREPARED BY:** Scott Young

**APPROVED BY:** Rob Roberson

**RESOLUTION NO. 2020-27**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE INTERIM  
GENERAL MANAGER/FIRE CHIEF TO ENTER INTO A 10-YEAR LEASE  
AGREEMENT WITH SOUTH COAST EQUIPMENT AND PNC EQUIPMENT  
FINANCE FOR THE ACQUISITION A TYPE 3 MODLE 34-F PIERCE WILDLAND  
FIRE APPARATUS FOR A TOTAL LEASE AMOUNT OF \$471,919.10**

**WHEREAS**, San Miguel Community Services District (“District”) Fire Department provides Emergency Response for the Community of San Miguel and the surrounding area.

**WHEREAS**, the Board of Directors recognizes the need to have a sufficient number of vehicles capable of performing the necessary work and to maintain the department’s ability to respond to all emergencies effectively; and

**WHEREAS**, the Board of Directors Authorizing the Interim General Manager / Fire Chief to enter into a 10-year lease agreement with South Coast Equipment and PNC Equipment Finance for the acquisition of a Type III Model 34-F Pierce Wildland Fire Apparatus for the Fire Department. At a cost of \$471,919.10 with 10 annual payments of \$47,191.91 to be made from the fund 20 Capital Reserve Account, plus Tax and License fees.

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

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 25<sup>th</sup> day of June 2020.

\_\_\_\_\_  
Ashley Sangster,  
President Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Rob Roberson, Interim General Manager/Fire Chief

\_\_\_\_\_  
Douglas L. White, District General Counsel



FINANCIAL SOLUTIONS



# Tax Exempt Lease Purchase

6/18/2020

<b>SALES ORGANIZATION:</b>	South Coast - Jon	
<b>LESSEE:</b>	San Miguel	Contact information:
<b>TYPE OF EQUIPMENT:</b>	One (1) Pierce stock unit	Kim Simon
<b>EQUIPMENT COST:</b>	\$397,066.00	Locator: B4-B230-05-07
<b>CUSTOMER DOWNPAYMENT:</b>	\$0.00	155 East Broad St
<b>TRADE-IN:</b>	\$0.00	Columbus, OH 43215
<b>DELIVERY TIME:</b>	Standard delivery	Ph: (800) 820-9041 ext. 1
<b>PAYMENT MODE:</b>	Annual In Arrears	Fax: (866) 852-3101
<b>FIRST PAYMENT DUE DATE:</b>	1 Year After Lease Commencement	Kim.simon@pnc.com
<b>LEASE COMMENCEMENT DATE:</b>	Upon contract signing with Pierce	

Term	5 years	7 years	10 years
Number of Payments	5 Annual	7 Annual	10 Annual
Payment Amount	\$85,442.61	\$63,851.76	\$47,191.91

**NOTE:** All lease documents must be fully executed within 14 days of the date of this proposal. Failure to receive completed documents may alter the final payment schedule due to changes in rates and/or discounts.

**PERFORMANCE BOND:** To utilize the prepay program, a performance bond is required. Said performance bond shall be paid for directly to Pierce Manufacturing or financed by PNC Equipment Finance as part of the transaction

**ESCROW FUNDING OPTION:** At lease closing, if all of the equipment has not yet been delivered, Lessor will fund an escrow account from which disbursements will be made to the equipment provider(s) upon receipt of a Requisition Request and Certificate of Acceptance from Lessee. Escrow agent will either be Lessor or third-party provider selected by Lessor and approved by Lessee. All escrow earnings will be for the benefit of Lessee. The escrow agent will assess a \$250.00 account set up fee payable at closing.

**TYPE OF FINANCING:** Tax-exempt Lease Purchase Agreement with a \$1.00 buy out option at end of lease term. Said agreement shall be a net lease arrangement whereby lessee is responsible for all costs of operation, maintenance, insurance, and taxes.

**BANK QUALIFICATION:** This proposal assumes that the lessee will not be issuing more than \$10 million in tax-exempt debt this calendar year. Furthermore, it is assumed that the lessee will designate this issue as a qualified tax-exempt obligation per the tax act of 1986.

**LEGAL TITLE:** Legal title to the equipment during the lease term shall vest in the lessee, with PNC Equipment Finance perfecting a first security interest

**AUTHORIZED SIGNORS:** The lessee's governing board shall provide PNC Equipment Finance with its resolution or ordinance authorizing this agreement and shall designate the individual(s) to execute all necessary documents used therein.

**LEGAL OPINION:** The lessee's counsel shall furnish PNC Equipment Finance with an opinion covering this transaction and the documents used herein. This opinion shall be in a form and substance satisfactory to PNC Equipment Finance.

**VOLUNTEER FIRE DEPARTMENTS:** If Lessee is a Volunteer Fire Department, a public hearing under the requirements of Section 147(f) of the Internal Revenue Code of 1986 shall be conducted to authorize this transaction. It is recommended that a notice of the public hearing be published 10 to 14 days in advance of the public hearing.

This proposal will be valid for **fourteen (14) days** from the above date and is subject to final credit approval by PNC Equipment Finance and approval of the lease documents in PNC Equipment Finance's sole discretion. To render a credit decision, lessee shall provide PNC Equipment Finance with their most recent two years' audited financial statements, copy of their most recent interim financial statement, and current budget.

Accepted by: \_\_\_\_\_ Proposal submitted by Kim Simon



# Proposal Option List

6/11/2020

**Customer:** Pierce Field Unit (original)  
**Representative:** Mori, Christina  
**Organization:** Pierce Manufacturing Inc  
**Requirements Manager:** Mori, Christina  
**Description:** FX3 Wildland International 1000 gpm  
**Body:** WILDLAND FX3, Type 3, NFPA 1906  
**Chassis:** International HV, 4x4, Wildland FX3

**Bid Number:** 1209  
**Job Number:** 32913  
**Number of Units:** 1  
**Bid Date:** 07/16/2018  
**Stock Number:** 32913  
**Price Level:** 37 (Current: 39)  
**Lane:**

Line	Option	Type	Option Description	Qty
1	0765490	SP	Wildland, FX3, International, 1000 GPM Pump (SF-3204)	1
2	0010012		No Boiler Plates requested	1
3	0018257		Commercial chassis & Snorkel products	1
4	0584455		Manufacture Location, Bradenton, Florida	1
5	0584453		RFP Location: Bradenton, Florida	1
6	0588609		Vehicle Destination, US	1
7	0028079		Match Not Required	1
8	0799089		Comply NFPA 1906 Changes Effect Jan 1 , 2016 with Exceptions, Commercial Chassis	1
9	0547534		1906 Wildland Fire Apparatus	1
10	0588619		Not Required, Vehicle Certification	1
11	0511675		Certification, Pump, Wildland	1
12	0537375		Unit of Measure, US Gallons	1
13	0030006		Bid Bond Not Requested	1
14	0540326		Performance Bond, Not Requested	1
15	0057914		Reference Drawing	1
16	0589819		Electrical Diagrams, Commercial	1
17	0768801		International HV, 4x4, Wildland FX3	1
18	0762131		Model Year 2020	1
19	0765496	SP	Use SF-3203 IHC Chassis Spec (Wildland FX3) [Use Also w/3204]	1
20	0764479		Base Price, INT HV, 4x4 Wildland FX3, Effective 6/01/2018 - EXPIRED 2/18/2020	1
21	0761935		Overall Height, Wildland FX3 - w/International Chassis - 10' 2"	1
22	0761289		Angle of Approach, Approximately 30 Degrees, International / Wildland FX3	1
			Condition of Truck - Loaded	
23	0767548		Angle of Departure, Approximately 25 Degrees, Wildland FX3	1
			Condition of Truck - Loaded	
24	0764212		Wheelbase, 183", International, 4x4, Wildland FX3	1
25	0760045		GVW Rating, 36,000#, Commercial Chassis	1
26	0027644		Frame, Chassis, International	1
27	0686546		Frame Reinforcement, International HV 4x4, "C" Channel	1
28	0607128		Axle, Front, 13K Rating, International HV 4x4 w/Transfer Case PTO	1
29	0770176		Suspension, Front Spring, 14,000 lb, Commercial	1
30	0073051		Shock Absorbers, Front	1
31	0789186		Brakes, Cam Front, 16.50"x 5.00" Commercial	1
32	0585779		Goodyear Tires	1
33	0772242		Tires, 22.50, Traction Tread, 4x4	1
34	0683147		Wheel, Steel, 22.50", 4x4	1
35	0764156		Axle, Rear, Meritor, 23K Rating, International HV 4x4, FX3 Wildland	1
36	0772020		S-Cam Style 16.50" x 7.00"	1
37	0767494		Top Speed of Vehicle, Comply w/NFPA, Wildland FX3	1
			Top Speed of Vehicle - 68	
38	0621638		Suspension, Rear Spring, 23,500 lb w/4500 lb Steel Leaf Aux. IHC	1
39	0772235		Tires, Rear, 22.50, Traction Tread, 4x4	1
40	0683146		Wheel, Steel, 22.50", 4x4	1
41	0767493		No Tire Pressure Indicator, Fire Department Omits, Non-NFPA 1906-2016 Compliant	1
42	0012045		Mud Flap, Rear, Pierce Logo	1
43	0767491		Chocks, Wheel, Wildland, NFPA, Provided by Fire Department, NFPA 1906 - 2016	1
44	0544690		Mounting Brackets, Chocks, Provided by Fire Department	1
45	0020881		ABS, Anti-Lock Braking System, Commercial	1
46	0009547		Air Compressor, Brake, 18.7 CFM, Commercial	1

SMF

SMF



Line	Option	Type	Option Description	Qty
47	0773985		Air Dryer, Brake, w/Heater, Commercial	1
48	0020851		Not Required, Air Inlet	1
49	0762465		Engine, Cummins L9, 350 hp, IHC HV, FX3	1
50	0001247		High Idle w/Electronic Engine, Commercial	1
51	0773963		Auxiliary Brake, Exhaust Brake , VGT Style, Commercial	1
52	0773981		Air Intake, Engine, w/Ember Separator, OEM Installed, Commercial	1
53	0773636		Exhaust System, Horizontal, RH Step Mounted DPF/SCR, Commercial	1
54	0684987		Exhaust Modifications, Commercial Chassis, Horizontal Exhaust	1
55	0071090		Coolant Hoses, Rubber - Commercial Chassis	1
56	0773634		Fuel Tank, 70 Gallon, Left Side, Aluminum, Commercial	1
57	0773952		DEF Tank, Left Side Location, Commercial	1
58	0552793		Not Required, Fuel Priming Pump	1
59	0552712		Not Required, Shutoff Valve, Fuel Line	1
60	0696186		Cooler, Chassis Fuel, Commercial, Provided by Chassis OEM	1
61	0764176		Chassis Fuel Line Protection, Fire Wrap Lagging, Wildland	1
62	0773950		Trans, Automatic, Allison 3000 EVS, w/(2) PTO Provsions, Commercial	1
63	0771219		Transmission,Stalk Shifter, Column Mounted, 5 Speed, International	1
64	0011475		Transmission Oil Cooler, Internal, Commercial	1
65	0527500		Transfer Case Oil Cooler, 4x4, Commercial	1
66	0011370		Driveline, Commercial Chassis	1
67	0762367		Driveline Pre-Approved, International HV 4x4, Wildland FX3	1
68	0692499		Steering, Power, w/Tilt Column, Commercial Chassis	1
69	0607536		Skid Plate and Brush Guard, For Fuel and DEF Tanks, Commercial Chassis	1
70	0761934		Chassis Air Line Protection, Fire Wrap Lagging, Wildland <small>don't think we have this on 87</small>	1
71	0767463		Bumper Extension, 16", Steel Painted, Chicago Style, Commercial Chassis FX3	1
72	0766336		Tray, Hose, Center, 16" Bumper, Wildland FX3	1
			Grating, Bumper extension - Grating, Rubber	
			Capacity, Bumper Tray - 06) 75' of 1.50"	
73	0766330		Cover, Aluminum Treadplate, One (1) D-Ring Latch, Hose Tray, FX3	1
			Stay arm, Tray Cover - a) Mech Stay Arm	
74	0766335		Tray, (1) Hose Left Side of 16" Bumper, Wildland FX3	1
			Grating, Bumper extension - Grating, Rubber	
			Capacity, Bumper Tray - 04) 50' of 1.50"	
75	0766331		Cover, Aluminum Treadplate, One (1) D-Ring Latch, Hose Tray, Notched, FX3	1
			Stay arm, Tray Cover - a) Mech Stay Arm	
76	0766334		Tray, (1) Hose Right Side of 16" Bumper, Wildland FX3	1
			Grating, Bumper extension - Grating, Rubber	
			Capacity, Bumper Tray - 04) 50' of 1.50"	
77	0766332		Cover, Aluminum Treadplate, One (1) D-Ring Latch, Hose Tray, Notched, FX3	1
			Stay arm, Tray Cover - a) Mech Stay Arm	
78	0002283		Tow Hooks, Painted	1
79	0012300		Bracket, License Plate, Frt Bumper Non-Illuminated	1
80	0772084		Standard Hood, SFA, International	1
81	0762462		Cab, 4-door Crew Cab, International HV, FX3	1
82	0024223		Cab Interior, IHC, Gray	1
83	0582768		Grille, Chromed Plastic, Stationary, International	1
84	0762934		Mirrors, Bright Finish Heads, Power Adjust, Heated, International MV/HV	1
85	0762227		Step Package, Under Front Cab Doors, NFPA Compliant, Wildland FX3	1
86	0767312		Compartment,Tool/Brass, Under LH Crew Cab, Max Size, FX3	1
87	0767309		Compartment, Tool, Under RH Crew Cab, Wildland FX3	1
88	0637488		Lights, Cab and Crew Cab Access Steps, LED, 4 Door Cab, FX Product	1
89	0070598		Daytime Running Lts, Commercial	1
90	0773943		Air Conditioning, Commercial	1
91	0759502		Ember Screen, for AC Filter, Air Intake, International	1
92	0005940		Lights, Engine Compt, (2) Commercial Chassis	1
93	0762353		Console, International HV, 4 Door, Switches, Radio and Storage, FX3	1
94	0767593		Seating Capacity, Cab, 4-Door, Wildland FX3	5
			Qty, - 05	
95	0073019		Seats, Cab, Air driver w/Fxd Companion Seat - International	1
96	0762355		Seats, 3-man bench - International, Non-NFPA 2016 Compliant	1
97	0551164		Seat Belt Web Length, Commercial Chassis	1

Line	Option	Type	Option Description	Qty
98	0584364		Seat Belts, Red, Commercial Chassis	1
99	0602464		Helmet Storage, Provided by Fire Department, NFPA 2016 SMF	1
100	0767583		Portable Hand Light, Not Required, NFPA 1906 2016 Apparatus	1
101	0584358		Cab Instrumentation, Commercial Chassis	1
102	0767575		Panel, Emergency Switch, on Console, FX3	1
103	0641093		Light, Do not move apparatus, Commercial, FX Program Alarm, Do Not Move Truck - No Alarm	1
104	0005926		Light, Open Door - Commercial Std	1
105	0072620		Wiper control, intermittent feature Commercial	1
106	0759671		FX3,Wiring,Spare,4.8 A 12V DC,USB Termination Blue Sea 1045, on Rear of Console Qty, - 02 12vdc power from -	2
107	0762221		Auxiliary Power Outlet (12V) and USB Port, Commercial Chassis	1
108	0762644		Radio, AM/FM Stereo, w/Weather Band & Clock, International, FX3 Speakers, AM/FM Radio - Standard Speakers with Radio System (Commercial)	1
109	0622928		Not Available, Vehicle Information Center, Multiplex System, Commercial Chassis	1
110	0606231		Not Required, Vehicle Data Recorder and Seat Belt Monitor, 1906/Export/ULC	1
111	0763435		Two-Way Radio Accommodation Package - Wildland FX3	1
112	0612323		Weldon V-MUX, Electrical System, International Chassis, FX3	1
113	0770583		Electrical System, International HV, Wildland FX3	1
114	0762337		Single Start, (3) Grp 31, 660 CCA each, Ext/Crew Cab, International	1
115	0768600		Battery Relocation Not Required - International HV 4x4	1
116	0072685		Selector, Single Start Battery, Commercial Chassis	1
117	0761234		Receptacle, Battery Charging, Crew Cab Step Area, Driver's Side	1
118	0012778		No Pick Required, Battery Charger Location	1
119	0530960		Not Required, Remote Battery Charger Indicator	1
120	0607607		Alternator, 325 amp Leece-Neville, International	1
121	0634181		Load Manager, Inc w/MUX Electrical System , FX Program	1
122	0762588		Cab Lighting, LED Clearance/Marker/Fender Turn Signals, International HV	1
123	0669538		Lights, Clearance/Marker/ID, Rear, P25 LED 7Lts, Pumper/Tanker/PUC	1
124	0619776		Lights, Tail, Truck-Lite 4.00" Round Grommet Mount, LED Lights, Wildland FX3	1
125	0689409		Lights, Backup, Truck-Lite Model 44350C, LED, Grommmet Mount	1
126	0664481		Bracket, License Plate & Light, P25 LED	1
127	0589905		Alarm, Back-up Warning, PRECO 1040	1
128	0767028		Lights, Perimeter Cab, Amdor AY-LB-12HW012 LED 4Dr, NFPA 1906 FX3	1
129	0769559		Lights, Perimeter Pump House, Amdor AY-LB-12HW012 LED 2lts	1
130	0766637		Lights, Perimeter Body, Amdor AY-LB-12HW012 LED 2lts, Rear Step, FX3 Control, Perimeter Lts - DS Switch Panel and Parking Brake Applied Control, Perimeter Lts - DS Switch Panel and Parking Brake Applied	1
131	0764260		Lights, Step, LED, FX3, Park Brake	1
132	0603539		Not Required, Deck Lights, Rear, 1906 Wildland or Other Hose Bed & Rear Lighting	1
133	0766626		Lights, Hose Bed, Cover, Dual LED Light Strips, FX3 Control, Hose Bed Lts -	1
134	0763429		Light, Walking Surf, Additional Not Req'd, Hose Bed Light Adequate, FX3	1
135	0627706		WILDLAND FX3, Type 3, NFPA 1906	1
136	0773467		Water Tank, Poly, 500 Gallon, Wildland FX3	1
137	0003405		Overflow, 4.00" Water Tank, Poly	1
138	0766960		Foam Tank, Separate, Required	1
139	0766413		Tailboard, w/Hinged Drop-Down Step, Wildland FX3	1
140	0553725		Restraint, Water Tank, Heavy Duty, Special Type Tank, 4x4, or Export	1
141	0768625		Tank Fill, Direct, Rear, 2.50", Wildland Qty, - 01 Location, driver's/passenger's/center - Centered Adapter, Elbow - PLUG	1
142	0773432		Hose Bed, Wildland FX3	1
143	0762116		Hose Bed Capacity, 500' of 2.50" Hose, Wildland FX3	1
144	0073494		Not Required, Divider, Hose Bed	1
145	0768333		Cover, Hose Bed, Alum Treadplate, Wildland FX3	1
146	0761425		Flap, Rear of Alum Hose Bed Cover, Two Piece, Vinyl, w/Seat Belt Buckles, FX3 Color, Vinyl Cover - a) red	1

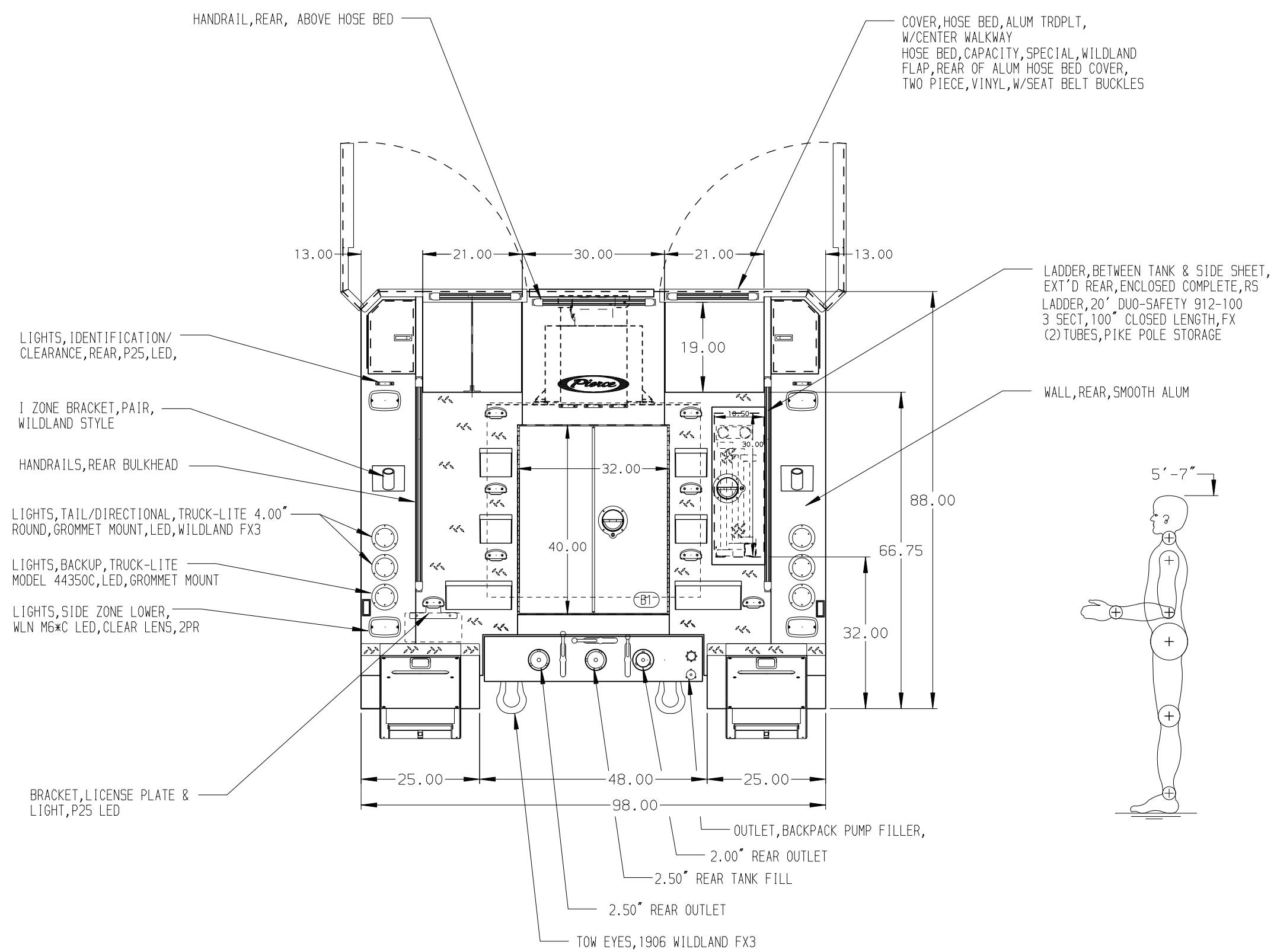
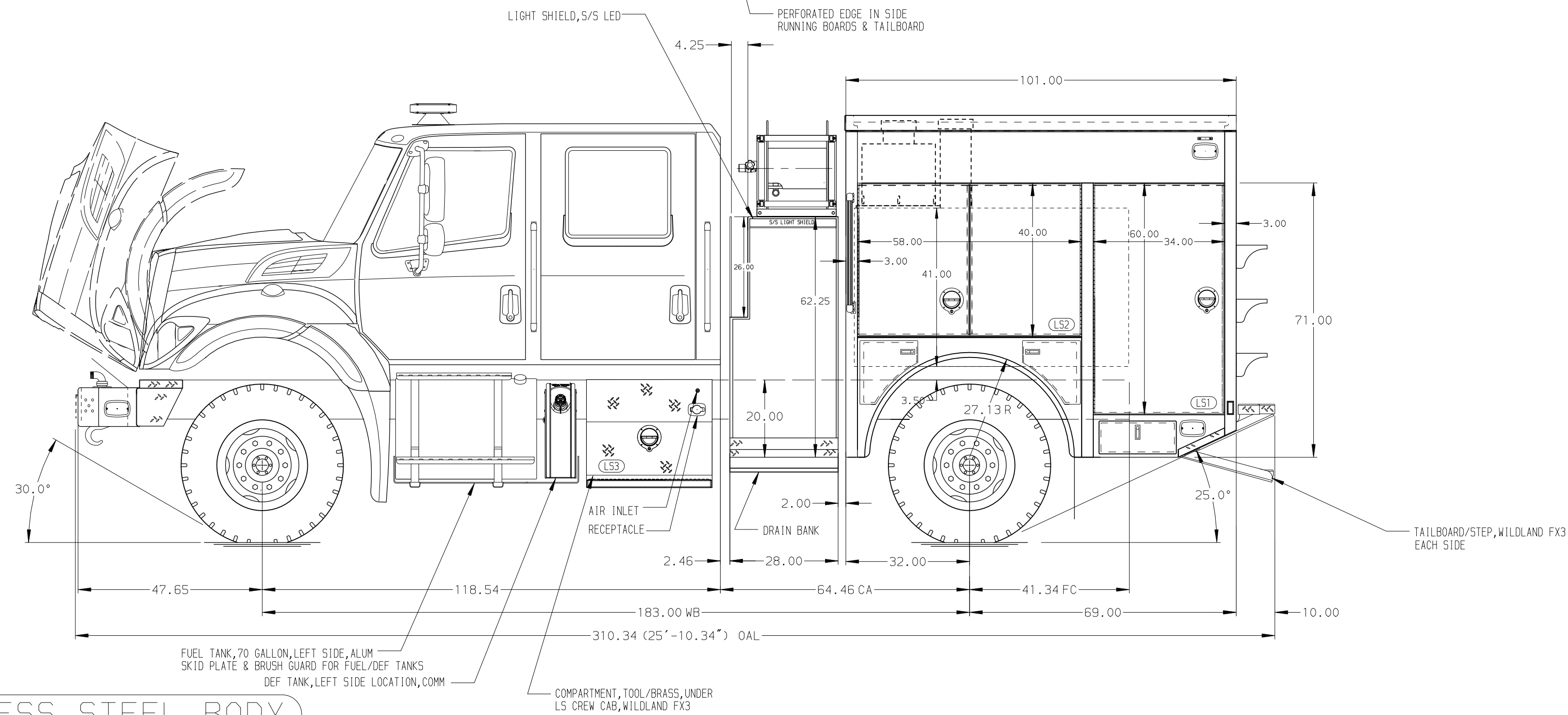
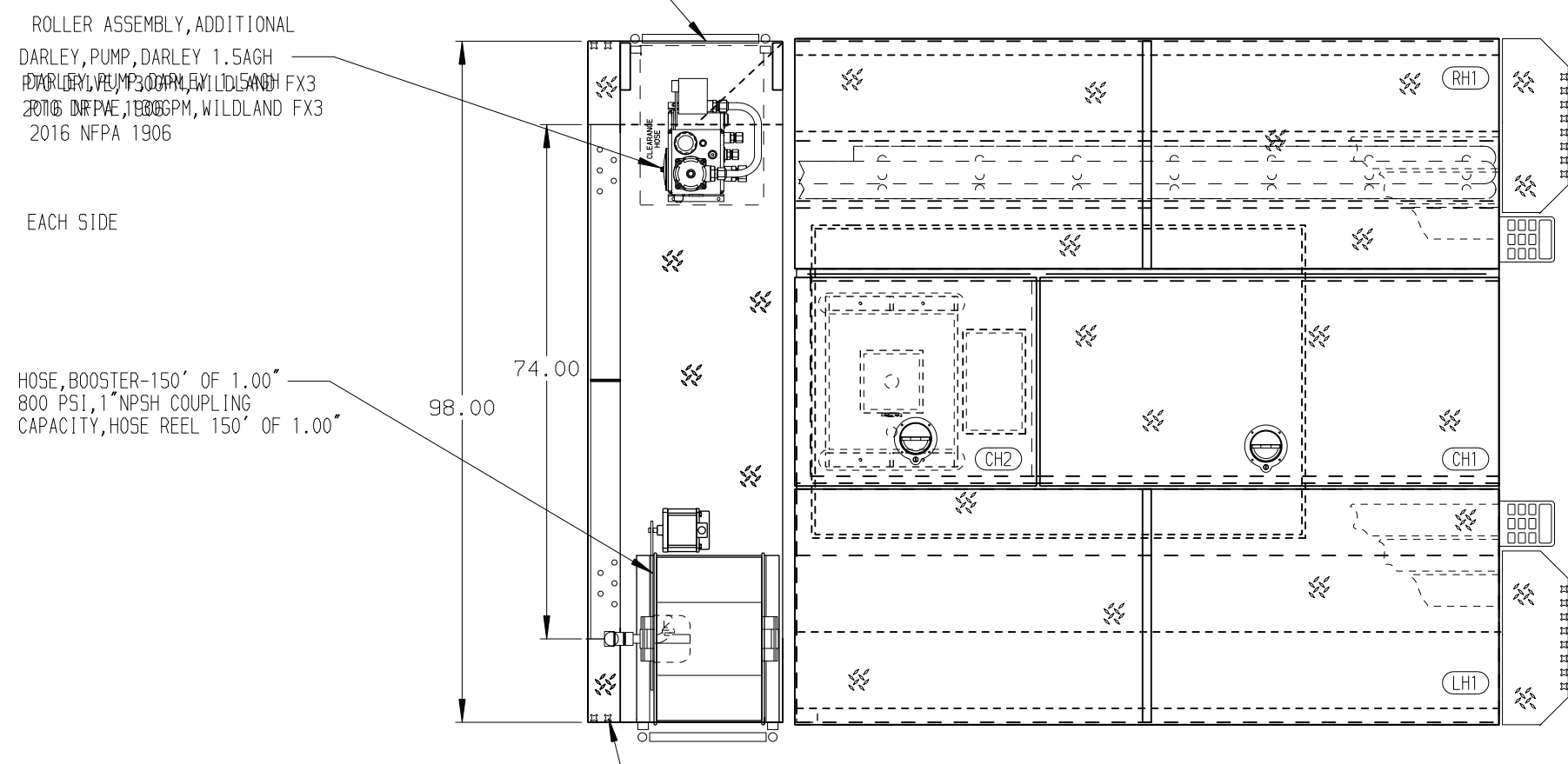
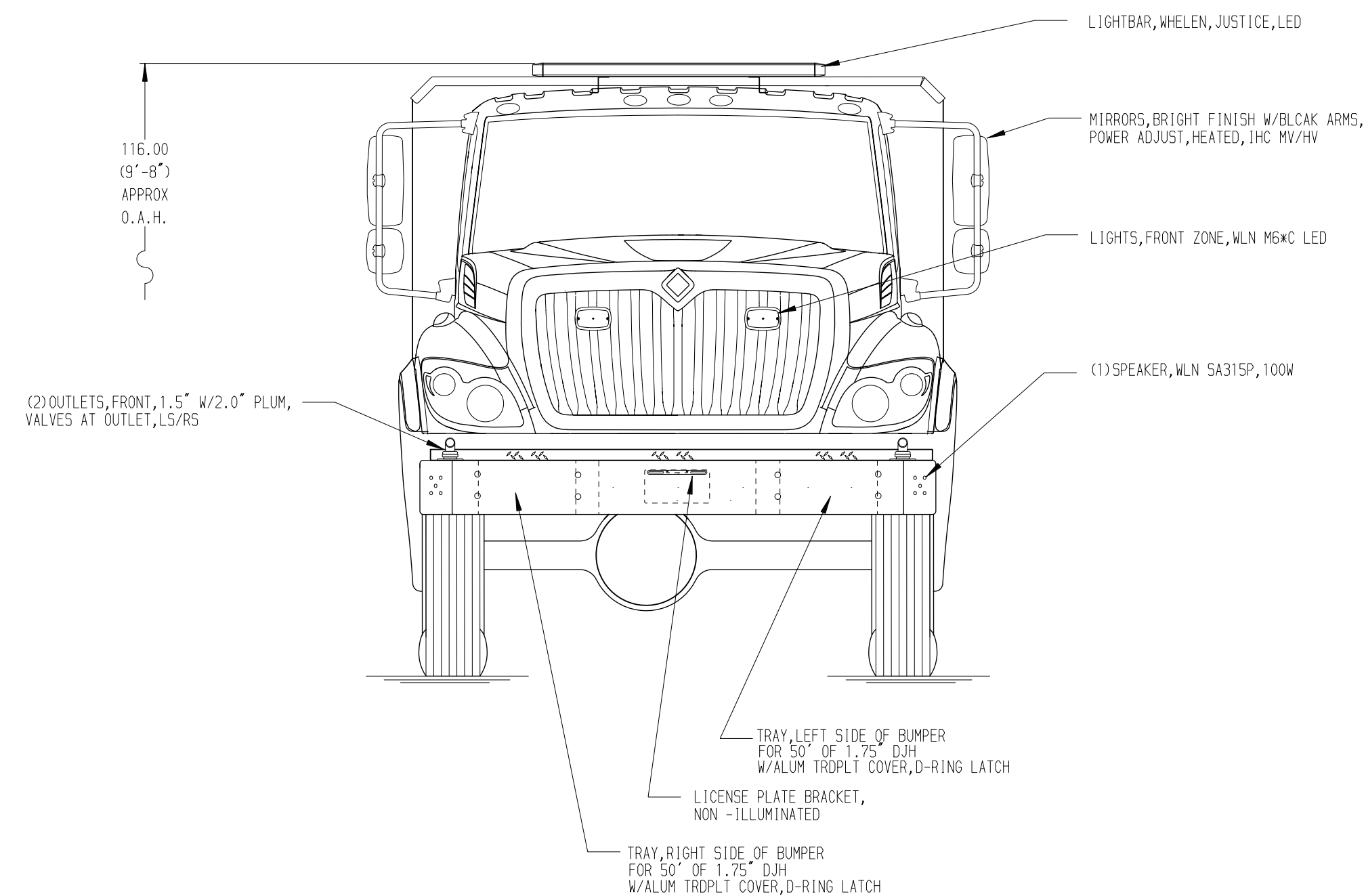
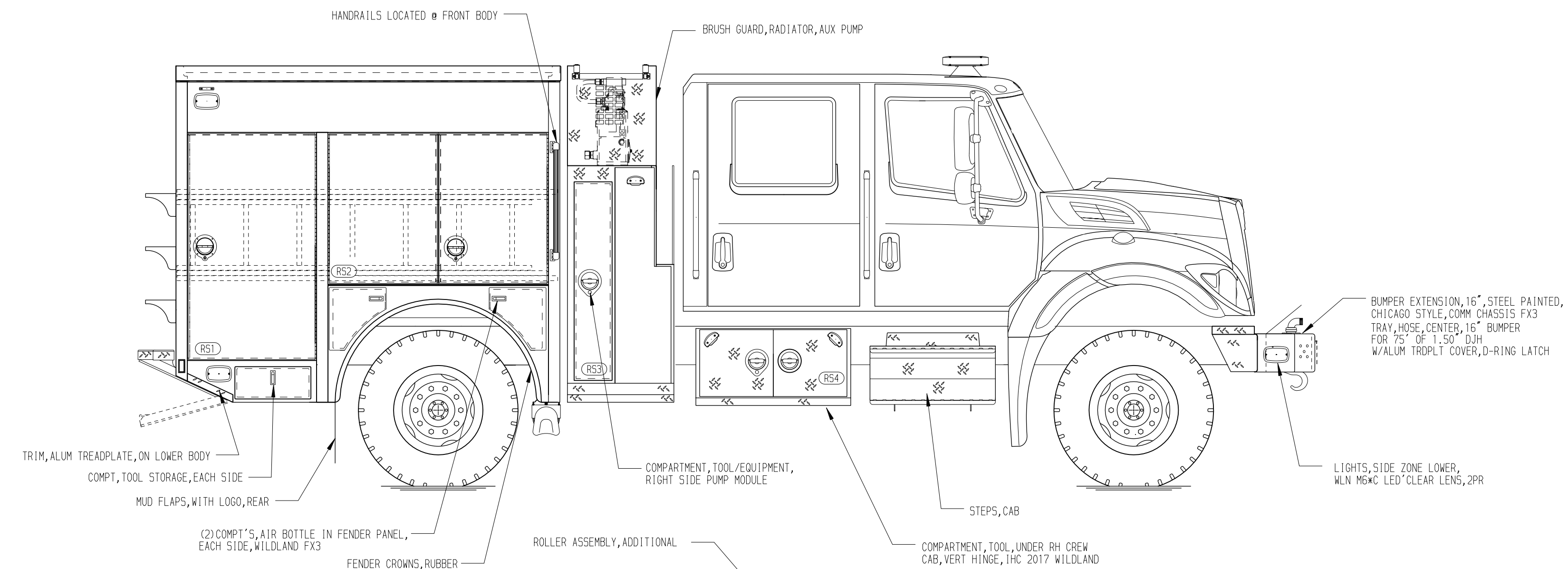
Line	Option	Type	Option Description	Qty
147	0768124		Top of Truck Gear and Equipment Storage, FX3	1
148	0768331		Running Boards, Wildland FX3	1
149	0607673		Wall, Rear, Aluminum Treadplate, Wildland FX3	1
150	0766412		Tow Eyes, 1906 Wildland FX3/BLM	1
151	0773465		Construction, Compartment, Stainless Steel, Wildland FX3	1
152	0773598		LS, Flush Style Door, Full-Depth, Wildland FX3	1
153	0773597		RS, Flush Style Door, Full Depth, w/Ladder Storage, Wildland FX3	1
154	0768326		Doors, ALUMINUM, FLUSH STYLE w/"D" Handle - Side Compartments, Wildland FX3	1
			Scuffplate, Door Pan, Material/Finish - Location, Compartment, Predefined - FX3 Body Door Scuffplates -	
155	0615834		Rear Compt, Flush Style Door, Wildland FX3	1
156	0626754		Doors, ALUMINUM, FLUSH STYLE w/"D" Handle - Rear Compartment, Wildland FX3	1
157	0597111		Not Required, Pull Strap	1
158	0766934		Keyed Locks for Latches, Key Style 1250, Wildland FX3	1
159	0766933		Lights, Body Compt, Pierce LED, Dual Light Strips, Each Side of Door, FX3	6
			Qty, - 06 Location, Compartment Lights - D1, D2, P1, P2 and R1	
160	0768324		Shelf Tracks, Unpainted, Wildland FX3	5
			Qty, Shelf Track - 05 Location, Shelf Track - LS1, LS2, RS1, RS2 and B1	
161	0004015		Trim, Alum Treadplate on Lower Body	1
162	0784809		Fender Crowns, Rear, Rubber, w/Removable Liner	1
			Material Finish, Fender Liner - Painted	
163	0766681		Hose, Hard Suction, Provided by Fire Department, NFPA 1906 2016, Wildland	1
164	0527021		Handrails Located @ Front Body	1
165	0531152		Handrails, Rear Bulkhead, Wildland	1
166	0758878		Handrail, Rear, Above Hose Bed, FX3	1
167	0044229		No Extension Ladder Req'd	1
168	0074231		No Roof Ladder Req'd	1
169	0773396		Ladders, Encl'd Complete, in RS Body, w/Pike Poles, Wildland FX3	1
170	0074248		Not Required, Folding Ladder	1
171	0766277		I Zone Bracket, Pair, Located Outboard, Wildland Style	1
172	0768315		Steps,(4) Cast Products,Model SP2011-1/(2) Model SP2016-1,Rear Body,Wildland FX3	1
173	0762015		Step Access to Running Boards, w/4x4 Chassis, Wildland FX3	1
174	0766970		Auxiliary Pump, Hydraulic Drive	1
175	0766267		Pump,Auxiliary, Darley,1.5AGH,Hyd PTO Drive,150 GPM, 2016 NFPA 1906,Wildland FX3	1
176	0626923		Installation Location, Aux Pump, Inside Pump house Area	1
177	0788341		Not Required, Fuel Supply, (Hydraulic Drive Pump)	1
178	0626844		Not Required, Exhaust Routing, Aux Pump	1
179	0787477		Discharge Connections, Aux Pump, Standard, w/Foam System	1
			Discharge, Outlet Locations - Foam Discharges	
180	0786060		Tank to Pump Line, Hyd Aux Pump, 2.00", Separate Tank to Pump Line	1
181	0787462		Not Required, Primer for Aux Pump, Gravity Prime	1
182	0766930		Controls, Hydraulic Aux Pump, Pierce, Dual,In Cab and at Pump Panel,Wildland FX3	1
183	0626933		Line, Recirculating, Aux Pump, 499gpm and less, 0.375", Automatic	1
184	0766268		Engineering Review of Aux Pump System Not Req'd - Wildland FX3	1
185	0769817		Pump, Darley, LSP, 1000 GPM, Single Stage, PTO Drive, Wildland FX3	1
186	0007153		Seal, Mechanical, Darley, Silicon Carbide	1
187	0014633		Trans, Pump, Darley, PTO, 3 Gear	1
188	0603731		Pumping Mode, Stationary and Pump in Motion	1
189	0535276		Pump Shift, PTO Pump	1
190	0581602		Transmission Lock-up, Not Req'd, PTO Pump	1
191	0004547		Auxiliary Cooling System	1
192	0014486		Not Required, Transfer Valve, Stage Pump	1
193	0540425		Valve, Relief Intake, TFT	1
			Pressure Setting - 125 psig	
194	0794959		Controller, Pressure, Pierce, Pump Boss, PBA300	1

Line	Option	Type	Option Description	Qty
195	0613850		Primer, Waterous, VPO Motor, (1) VAP Valve, (2) Push Button Controls, PTO Pump	1
196	0506633		Plate, Test, Main Pump	1
197	0694360		Pump Drain, Trident Multi-Port, IPO Std Pump Drain	1
198	0517155		Line, 0.375" Recirculating w/Check Valve, Automatic, NFPA 1906, Wildland	1
199	0759034		Outlet, Back Pack Pump Filler, Gravity Fed From Tank, FX3	1
200	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
201	0602487		Plumbing, Stainless Steel and Hose, Single Stage Pump, PMFD	1
202	0775901		Plumbing and Manifolds, Stainless Steel, w/Foam System	1
203	0762334		Inlet, 5.00" - 1000 GPM Pump, Left Side Only, FX3	1
204	0017541		Cap, Main Pump Inlet, Rocker Lug, NST, VLH	1
205	0084610		Valves, Akron 8000 series- All	1
206	0505201		Inlet, Left Side, 2.50", Wildland	1
207	0763478		FX, Inlet, Right Side, 2.50", Auxiliary Inlet, Wildland FX3	1
208	0766918		Valve, Inlet(s) Recess Behind Panel, Wildland FX3	1
209	0505132		Anode, Zinc, Pair, Pump, 1-Inlet & 1 Discharge Side	1
210	0004700		Control, Inlet, at Valve	1
211	0563738		Valve, .75" Bleeder, Aux. Side Inlet, Swing Handle	1
212	0520031		Tank to Pump,(1) 3.0" Valve,4.0" Plumbing,In/Open-Out/Closed, Wildland FX3	1
213	0006764		Tank ReFill, 2.0"	1
214	0768275		Outlet, Left Side, 2.50", w/1000 GPM Pump, Wildland	1
			Qty, Discharges - 01	
215	0759639		Outlet, Left Side, 2.50" w/2" Plumbing, Adjacent to Deadlay, Wildland FX3	1
			Qty, Discharges - 01	
216	0024302		Not Required, Outlet, Right Side, Wildland	1
217	0759637		Outlet, Right Side, 2.50" w/2" Plumbing, Adjacent to Deadlay, Wildland FX3	1
			Qty, Discharges - 01	
218	0773401		Outlets,(2),Front1.5"w/2" Plumbing, Valves at Outlet,LS-RS,1906 Wildland FX3	1
			Location, Outlet - c) one (1) each side	
			Fitting, Outlet - 1.50" NPSH thread	
			Drain, Front Outlet - Parker	
219	0505191		Outlet, Rear, 1.50", w/2" Plumbing, Valve at Outlet, Wildland FX3	1
			Qty, Discharges - 01	
			Location, Outlet - d) center	
220	0766836		Outlet, Rear, 2.50", Wildland FX3	1
			Qty, Discharges - 01	
			Location, Outlet - d) center	
221	0085076		Caps for 1.50" to 3.00" Discharge, Chain	1
222	0002604		Valve, Bleeders, Individual Not Req'd	1
223	0035094		Not Required, Elbow, Left Side Outlets, Additional	1
224	0089584		Not Required, Elbow, Right Side Outlets, Additional	1
225	0045099		Not Required, Elbow, Rear Outlets	1
226	0655198		Not Required, Elbow, Rear Outlets, 2.50", Additional	1
227	0015027		Not Required, Elbow, Left Side Outlets	1
228	0065478		Not Required, Elbow, Right Side Outlets	1
229	0021138		Control, Outlets, At Valve, NFPA 1906 Wildland	1
230	0773410		FX3, Deadlay (1), No Plumbing, Low Mount, 200' of 1.75" Capacity, Divided	1
			Qty, Deadlays - 1	
231	0766784		Hose Restraint,Treadplate Top, Vinyl Sides, Wildland FX3	1
			Color, Vinyl Cover - a) red	
			EXCLUDED: [Stay arm, Tray Cover]. - g) Socket and Plunger	
			Restraint Location - Front (towards front of truck)	
232	0766783		NPSH Reel, Booster, LS, 2/3 H.P. Motor, Over Pump, Wildland FX3	1
			Finish, Reel - Painted Gray	
233	0005280		Switches, Reel Rewind - (1) Each Pump Panel	1
234	0018394		Hose, Booster - 150' of 1.00"/800 PSI, 1" NPSH Coupling	1
235	0017858		Capacity, Hose Reel 150' of 1"	1
236	0007428		Nozzle for Booster Reel Not Req'd	1
237	0773416		Foam Sys, Husky 3, Single Agent, Hydraulic Drive, FX3	1
238	0012126		Not Required, CAF Compressor	1
239	0628070		FX, Refill, Foam Tank, Integral, Husky 3	1
240	0578417		Control, Husky 3, Switch and Indicator Light in Cab	1
241	0031896		Demonstration, Foam System, Dealer Provided	1

Line	Option	Type	Option Description	Qty
242	0768342		Foam Tank, Separate 20 Gallon, FX3	1
			Type of Foam - Class "A"	
243	0628071		FX, Drain, 1.00", Foam Tank #1, Foam System, Quarter Turn	1
244	0773415		Pump House, Side Control, 28", Wildland FX3	1
245	0035570		Pump Panel Configuration, No Match Required	1
246	0762017		Material, Pump Panels, Brushed Stainless, 1906 Wildland FX3	1
247	0766517		Pump Access - Wildland FX3	1
248	0071130		Light, Pump Compt, PMFD	1
249	0586382		Gauges, Engine, Included With Pressure Controller	1
250	0005601		Throttle, Engine, Incl'd w/Press Controller	1
251	0549333		Indicators, Engine, Included with Pressure Controller	1
252	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
253	0768295		No Discharge Pressure Gauges Required, NFPA 1906 Wildland ???	1
254	0766488		Gauge, Water and Foam Level, Master w/Mini in Cab, Wildland FX3/BLM	1
255	0668618		Not Required, Foam Level Gauge Included With Dual Water & Foam Gauge	1
256	0593161		Light Shield, S/S LED	1
257	0773413		Light, Over PS Pump Panel, P25 LED, Wildland FX3	1
			Qty, - 1	
258	0766499		Compartment, Tool/Equipment, Right Side Pump Module, Wildland FX3	1
259	0766263		Siren, Wln 295SLSA1, 100 or 200 Watt, Wildland FX3	1
260	0637494		Location, Electronic Siren, FX Product	1
261	0076157		Control, Elec Siren, Horn Ring	1
262	0766262		Speaker, (1) Wln, SA315P, 100 watt, Wildland FX3	1
			Qty, Speakers - 1	
			Connection, Speaker - siren head	
263	0763428		Location, Speaker, Frt Bumper, Recessed, Far Left Side on Angled Corner	1
264	0643811		Lightbar, Wln, Justice, LED, 8-R, 2-W, FX Products	1
265	0766470		Lights, Front Zone, Wln M6** LED, Clear Lens, Wildland FX3	1
			Flange Kit - w)with flange	
			Color, Lens, LED's - c)clear	
			Color, Lt DS Front - Red	
			Color, Lt PS Front - Red	
266	0766458		Lights, Side Zone Lower, Wln M6*C LED, Clear Lens 2pr, FX3	1
			Location, Lights Front Side - b)each side bumper	
			Color, Lt Side Front - Red	
			Color, Lt Side Rear - Red	
			Location, Lights Rear Side -	
267	0753267		Lights, Rear Zone Lower, Wln M6*C LED, Clear Lens, (Use for 4" Round Tail Lights)FX3	1
			Color, Lt DS Rear - r) DS Rear Lt Red	
			Color, Lt PS Rear - r) PS Rear Lt Red	
268	0766447		Lights, Rear/Side Up Zone, Wln M6*C LED, Clear Lens 4lts, Wildland FX3	1
			Color, Lt, Side Rear Upper DS - Side Rear Upper Red	
			Color, Lt, Side Rear Upper PS - Side Rear Upper Red	
			Color, Lt, Rear Upper DS - r) DS Rear Upper Red	
			Color, Lt, Rear Upper PS - r) PS Upper Rear Red	
269	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
270	0007150		Bag of Nuts and Bolts	1
			Qty, Bag Nuts and Bolts - 1	
271	0519913		Not Required, Soft Suction Hose	1
272	0766676		Strainer, Provided by Fire Department, Wildland NFPA 1906 2016 Classification	1
273	0766686		Extinguisher, Dry Chemical, Wildland NFPA 1906 2016, Provided by Fire Department	1
274	0766685		Extinguisher, 2.5 Gal, Not Required, NFPA 1906 2016 Wildland Apparatus	1
275	0607712		Paint Process / Environmental Requirements	1
276	0583882		Paint, 90 Red, Commercial Grade Chassis Finish, PMFD Commercial Chassis	1
			Paint Color, Commercial, Std - #90 Candy Apple Red	
277	0586561		Chassis Cab Paint, #90 Red, Standard	1
			Paint Color, Commercial, Std - #90 Candy Apple Red	
278	0583915		No Two-Tone Paint Req'd	1
279	0582663		Paint, Chassis Frame Assy, Black, by Commerical Chassis Mfgr	1
280	0651188		Paint, Wheels, By Chassis Manufacturer, Single Rear Axle, Commercial	1
281	0651181		Wheels, Silver Accent Stripe on Outer Edge, Single Axle	1

SMF  
SMF

Line	Option	Type	Option Description	Qty
282	0037234		Compartment, Unpainted	1
283	0544087		Reflective Band, 6" Color, Reflect Band - A - a) white	1
284	0007357		Reflective on Front Bumper	1
285	0766414		Stripe, Chevron, Rear, Reflexite, Wildland FX3 Color, Reflexite Band - B - L2 Fluorescent Lime	1
286	0065785		Stripe, Reflective, Cab Drs Interior, Commercial Cabs, 4dr Color, Reflective - a) white	1
287	0027286		Not Required, Lettering Specs	1
288	0007472		[Lettering not Requested]	1
289	0766245		Manual, Fire Apparatus Parts, USB, Body Parts Only, Commercial Product	1
290	0766243		Manual on USB Flash Drive, Service, Commercial	1
291	0002902		Manual, Commercial Chassis Operation	1
292	0080008		Warranty, Basic, 1 Year, Apparatus, Commercial Chassis, WA0008	1
293	0761945		Warranty, Basic Vehicle, 1 yr, International HV (w/Cummins Engine)	1
294	0595282		Warranty, Cab Paint, As Provided By Chassis Manufacturer, Commercial	1
295	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
296	0021516		Warranty, 5-Year EVS Transmission, Standard Comm, WA0187	1
297	0596025		Warranty, Structure, 10 Year, Body, WA0009	1
298	0690936		Warranty, Roll up Doors, Not Required	1
299	0582368		Warranty, Pump, Darley, 6 Year Parts, 3 Year Labor, WA0179	1
300	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
301	0657990		Warranty, Foam System, Husky 3, WA0231	1
302	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
303	0593921		Not Required, Warranty, No Lettering	1
304	0544883		Certification, Cab Integrity, IHC, CD0025	1
305	0545073		Amp Draw Report, NFPA Current Edition	1
306	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
307	0000017		FLORIDA DIVISION BODY	1
308	0000015		FLORIDA DIVISION COMMERCIAL CHASSIS	1
309	0004713		ENGINE, OTHER	1
310	0046395		EVS 3000 Series TRANSMISSION	1
311	0018574		DARLEY PUMP	1
312	0028048		FOAM SYSTEM	1
313	0020006		SIDE CONTROL	1
314	0020007		AKRON VALVES	1
315	0020909		ABS SYSTEMS, Commercial	1
316	0658751		PUMPER BASE	1



**NOTE**  
 DIMENSIONS SHOWN ARE APPROXIMATE  
 AND ARE SUBJECT TO MINOR DEVIATIONS  
 AS MAY OCCUR OR BE NECESSARY IN  
 CONSTRUCTION.  
 MINOR DETAILS NOT SHOWN.

14FEB19	JAF	CAG	CHASSIS DATA
30OCT18	JAF	CAG	MAKE
23OCT18	JAF	RW1	IHC
15OCT18	JAF	RW1	MODEL 4X4 HV
REV	DATE	BY	CH

MANUFACTURING INC. BRADENTON, FLORIDA		JOB NO.	SF-3204
		SCALE	DATE
		1:24	
TITLE 1000-D-500 WATER / 20 FOAM TANK, W/ILDLAND FX3 28" SIDE CONTROL, (1) DEADLAYER		DRAWN BY	13SEP18
FOR PIERCE FIELD UNIT BRADENTON, FLORIDA		CHECKED BY	19SEP18
DWG NO. SF-3204AD		SHEET SIZE	SHEET NO.
		D	1 OF 1











#### **THE BENCHMARK FOR WILDLAND PERFORMANCE, DURABILITY AND VALUE**

The HME 34 4 x 4 Wildland sets the benchmark for the American Wildland Type 3 by delivering the perfect balance of stability, handling, durability and functionality in one tough, smart fire truck.

Engineered to handle rugged terrain and twisting mountain two-tracks with ease the Model 34 Type 3 Wildland is the product of years of collaboration with CAL FIRE. In rough and rugged wildland environments, it's impossible to beat the tenacity and toughness of today's Model 34 Type 3 Wildland.

With HME Hydra Technology™, a corrosion resistant stainless steel body, plus a full complement of wildland specific storage solutions, along with a large, four-door cab to carry a full crew, the Model 34 Type 3 Wildland delivers the right stuff, for the toughest kind of firefighting found anywhere on earth.

#### **THE CLEARANCE, CAPABILITY AND CAPACITY TO MEET THE CHALLENGES OF RUGGED TUMBLE WILDLAND ENVIRONMENTS.**

The short length and high clearance of the commercial chassis allow the HME 34 4 x 4 Type III Wildland to access environments that can break other trucks before they even get started. The Model 34 Type 3 Wildland has been thoroughly tested by HME to provide maximum stability, handling and durability, in a wide range of terrain applications.

The corrosion resistant and durable HME modular stainless-steel body provides storage solutions specifically designed for wildland tools, gear and equipment. The aircraft quality body construction and modular design of the body also offer fast and economical repair when required.

HME Hydra Technology™ delivers additional fire suppression support with 500-GPM performance and a 500-gallon tank and optional booster reels

5656 W Morris Hill Road, Boise, ID 83706

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## BME

### CAL FIRE Spec



#### SPEC OPTIONS

- International® 7400 4 Door, Single Axle, 4×4 Chassis
- Cummins® L9, 330 HP / 1,000 LB FT
- Allison® 3000 Transmission
- Darley® JMP 500, 2-Stage Pump
- Darley® 1-1/2 AGE Auxiliary Pump
- 24 HP Kubota D902 Diesel, Water Cooled
- Pump & Roll Capabilities with Auxiliary Pump
- Stainless Steel TIG-Welded Plumbing
- FoamPro® 1601 Foam System
- 500 Gallon Poly Water Tank
- 20 Gallon Poly Foam Tank
- Whelen® Emergency Lighting Package
- Hannay® Hose Reel with Electric Rewind
- Welded Steel Body Construction
- Aluminum Door Construction
- Custom Fabricated Center Console

## Wildland Model 34



### SPEC OPTIONS

- International® 7500, 370 HP, 4×4 Chassis
- Cummins® L9 370 EV
- Allison® 3000 EVS Transmission
- Steel Body Construction
- Darley® Pump LSP 1000, 1 Stage PTO
- Darley® Pump 1-1/2 AGE
- 24HP Kubota D902 Diesel, Water Cooled
- 600 Gallon Water Tank
- 30 Gallon Class A Poly Foam Tank
- FoamPro® 1601 Foam System
- Buell® Air Horn
- Akron® Monitor
- Whelen® Emergency Lighting Package
- Hannay® Hose Reel
- Custom Fabricated Center Console

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