



## BOARD OF DIRECTORS

Ashley Sangster, President  
John Green, Director

Anthony Kalvans, Vice-President  
Hector Palafox, Director  
Gregory, Director

## SPECIAL MEETING AGENDA 6:30 P.M. Closed Session 7:00 P.M. Opened Session SMCSD Boardroom 12-17-2020

### 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, please call 805-467-3388
- The Meeting will be conducted with social distancing observed.
- All members of the public seeking to observe and comment to the local legislative body may do so in person or telephonically/email in the manner described below.

### HOW TO SUBMIT PUBLIC COMMENT IF NOT ATTENDING MEETING:

**Written / Read Aloud:** Please email your comments to [tamara.parent@sanmiguelcsd.org](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:** 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: 6:30 PM**

**II. Pledge of Allegiance:**

**III. Roll Call:** *Sangster* \_\_\_ *Kalvans* \_\_\_ *Vacancy/Roney* \_\_\_ *Palafox* \_\_\_ *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. 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 Dervin

**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. **Presentation of Certificate of Appreciation for Public Service to John Green, Retiring Board of Director, by Resolution 2020-44 San Miguel Community Services District**
2. **Swearing in & Oath of Office:**  
Administering the Oath of Office to newly elected Board members: Anthony Kalvans, Raynette Gregory, Ward Roney. (3)
3. **Election of Board Officers and Board Appointments for 2021:**
  - A. Nominate and Elect Board of Director Officers:
    - A.1. President
    - A.2 Vice-President

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

**Non-District Reports:**

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

**District Staff & Committee Reports:**

- |    |                          |                  |                 |
|----|--------------------------|------------------|-----------------|
| 4. | Interim General Manager  | (Mr. Roberson)   | Verbal          |
| 5. | District General Counsel | (Mr. White)      | Verbal          |
| 6. | District 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. **Discuss, Review and Approve Resolution No 2020-45 establishing calendar year 2021 Regular Board of Director Meeting Dates**

**Recommendation:**

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

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

**XI. BOARD ACTION ITEMS:**

- 1. Review, Discuss, Receive and File the Enumeration of Financial Report for November 2020**  
(Freeman)  
A. Claims Detail Report

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

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

- 2. Discuss the potential sale of real property and authorize the General Manager and Director of Utilities to negotiate with the interested party.** (Dodds)

**Recommendation:** Authorize the General Manager and Director of Utilities to negotiate the potential sale of real property.

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

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

- 3. 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)

**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 SMCS D office on December 11, 2020

Date: December 11, 2020

Rob Roberson Rob Roberson, Fire Chief/Interim General Manager

Ashley Sangster, SMCS D Board President

Tamara Parent Board Clerk/ Accounts Manager

Resolution 2020 - 44

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT RECOGNIZING AND HONORING JOHN GREEN FOR OVER EIGHT YEARS OF DEDICATED SERVICE

WHEREAS, John Green was elected to the San Miguel Community Services District Board of Directors in December 2012 and has served on the Board of Director for 8 years, and

WHEREAS, John Green served as Vice President of the San Miguel Board of Directors from 2014 to 2015, and

WHEREAS, John Green served as President of the San Miguel Board of Directors from 2016 to 2018, and

WHEREAS, John Green served on the Operation and Personnel Committee from 2014 to 2017, and

WHEREAS, John Green served on the Equipment and Facilities Committee and Water Conservation Ad-Hoc Committee, and

WHEREAS, John Green demonstrated his commitment and dedication to the San Miguel Community Services District; through his knowledge and experience and has provided leadership and service for many District-wide projects and facilities, and

WHEREAS, John Green served the community as a member of the District Fire Department rising to the level of Fire Captain 1995 to 2013 and a founding member of the San Miguel Fire Department Firefighter’s Association, and

WHEREAS, John Green is leaving the District and Community with a positive impression of the San Miguel Community Services District; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Miguel Community Services District does hereby recognize John Green for his Twenty-Five years of outstanding dedicated service to the San Miguel Community Services District and the entire community.

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 the 17<sup>th</sup> day of December 2020.

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

ATTEST:

APPROVED AS TO FORM:

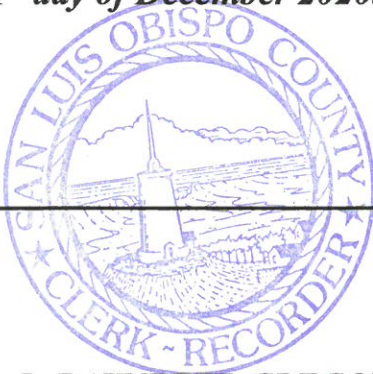
\_\_\_\_\_  
Rob Roberson, General Manager

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

# Certificate of Election

*I, TOMMY GONG, County Clerk-Recorder of San Luis Obispo County, State of California, do hereby certify that at a Presidential General Election held in and for said County on the 3<sup>rd</sup> day of November 2020, RAYNETTE GREGORY was Appointed in Lieu of Election to the Office of DIRECTOR, SAN MIGUEL COMMUNITY SERVICES DISTRICT, for a term expiring 12/6/2024, as appears by the official record of the result of said election on file in my office.*

*IN WITNESS THEREOF, I have hereunto affixed my hand and official seal this 1<sup>st</sup> day of December 2020.*



*[Handwritten Signature]*  
\_\_\_\_\_  
County Clerk-Recorder

## Oath of Office

*I, RAYNETTE GREGORY, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.*

**DIRECTOR**  
**SAN MIGUEL COMMUNITY SERVICES DISTRICT**  
*For a term expiring 12/6/2024*

\_\_\_\_\_  
Candidate Signature

*Subscribed and sworn before me, this \_\_\_\_\_ day of \_\_\_\_\_*

\_\_\_\_\_  
Signature of Person Administering Oath

\_\_\_\_\_  
Title

# Certificate of Election

I, TOMMY GONG, County Clerk-Recorder of San Luis Obispo County, State of California, do hereby certify that at a Presidential General Election held in and for said County on the 3<sup>rd</sup> day of November 2020, ANTHONY "BEAR" KALVANS was Appointed in Lieu of Election to the Office of DIRECTOR, SAN MIGUEL COMMUNITY SERVICES DISTRICT, for a term expiring 12/6/2024, as appears by the official record of the result of said election on file in my office.

IN WITNESS THEREOF, I have hereunto affixed my hand and official seal this 1<sup>st</sup> day of December 2020.



*[Handwritten Signature]*  
\_\_\_\_\_  
County Clerk-Recorder

## Oath of Office

I, ANTHONY "BEAR" KALVANS, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

**DIRECTOR**  
**SAN MIGUEL COMMUNITY SERVICES DISTRICT**  
For a term expiring 12/6/2024

\_\_\_\_\_  
Candidate Signature

Subscribed and sworn before me, this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Signature of Person Administering Oath

\_\_\_\_\_  
Title

# Certificate of Election

*I, TOMMY GONG, County Clerk-Recorder of San Luis Obispo County, State of California, do hereby certify that at a Presidential General Election held in and for said County on the 3<sup>rd</sup> day of November 2020, WARD RONEY was Appointed in Lieu of Election to the Office of DIRECTOR, SAN MIGUEL COMMUNITY SERVICES DISTRICT, for a term expiring 12/6/2024, as appears by the official record of the result of said election on file in my office.*

*IN WITNESS THEREOF, I have hereunto affixed my hand and official seal this 1<sup>st</sup> day of December 2020.*



*[Handwritten Signature]*  
\_\_\_\_\_  
County Clerk-Recorder

## Oath of Office

*I, WARD RONEY, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.*

**DIRECTOR**  
**SAN MIGUEL COMMUNITY SERVICES DISTRICT**  
*For a term expiring 12/6/2024*

\_\_\_\_\_  
Candidate Signature

*Subscribed and sworn before me, this \_\_\_\_\_ day of \_\_\_\_\_*

\_\_\_\_\_  
Signature of Person Administering Oath

\_\_\_\_\_  
Title





## San Miguel Community Services District

### Regular Board Meeting Staff Report

DECEMBER 17, 2020

AGENDA ITEMS: VIII - 3

**SUBJECT: Election of Board Officers**

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**STAFF RECOMMENDATION:**

Elect Board Officers for President and Vice-President for 2021

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**BACKGROUND:**

District Board Rules & By laws provides for the annual election of Board officers, specifically President and Vice-President. Chapter 2.C of the District Board By-laws states that *The President and Vic-President of the Board shall be elected annually at the first regular meeting in December*. No Specific procedures for nomination and election of officers are delineated.

**Current Officers:**

President: Ashley Sangster Nominations: \_\_\_\_\_

Vice-President: Anthony Kalvans Nominations: \_\_\_\_\_

**ACTION DISCUSSION:**

Nominate and elect Board President and Vice-President to serve as Board officers for 2021.

**PREPARED BY:**

Tamara Parent

Board Clerk/Accounts 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 - DECEMBER 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 7.3 MGAL (9,798 CCF) of water during the month of November 2020. This represents a decrease of approximately 4.4% from the prior month. Compared to 1-year ago, the volume of water produced in November 2019 was approximately 7.7 MGAL. There are no significant problems with the District's infrastructure at the time this report was prepared.

**MEETING PARTICIPATION**

A 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 SMCSO staff are not included):

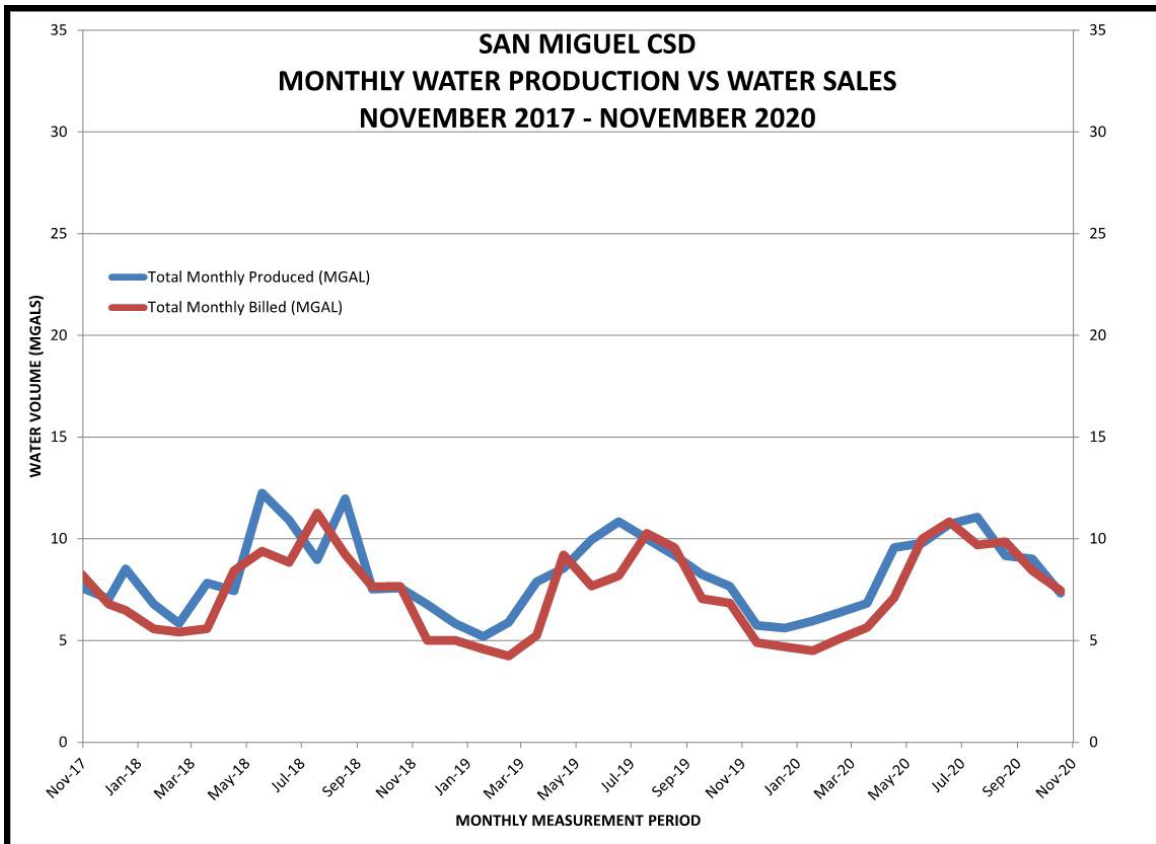
1. December 1, 2020: The Director of Utilities and the DE participated in a ZOOM meeting with Dudek staff to receive an update with regard the CEQA / NEPA compliance work that they are providing in association with the WWTP renovation & expansion project.
2. December 8, 2020: The Director of Utilities and the DE participated in a ZOOM meeting with Dudek staff and the USDA to discuss the CEQA / NEPA

compliance work that Dudek is providing in association with the WWTP renovation & expansion project.

3. December 10, 2020: The DE participated in a ZOOM meeting with members of the GSA Cooperative Committee staff and GSI Water Solutions, Inc staff to discuss the Paso Robles GW Basin GSP 2<sup>nd</sup> Annual Report.

**WATER PRODUCTION HISTORY**

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



**CAPITAL IMPROVEMENT PROGRAM**

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

1. 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. Based on comments received from the USDA, the DE and staff have been diligently working on the preparation of the documents required to apply for project financing to the USDA. The revised

Preliminary Engineering Report (PER) was completed and sent to the USDA and Waterboard on November 5, 2020. The USDA application documents will include, among other items, the CEQA / NEPA documentation currently being prepared by Dudek.

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. As of the date of this report, Dudek has completed rare plant field survey and San Joaquin kit fox habitat assessment and incorporated into GIS dataset to support preparation of technical report and initial study/mitigated negative declaration. On October 24, 2020 Dudek submitted the DRAFT Archeological Report to the District for review.

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.

2. 10th & 11th Street Waterline Replacement Project: Raminha Construction, Inc. has begun work on this project.

### **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): All sixty (60) lots in this subdivision have been built on and all residences are occupied.
- b) Tract 2779 (Nino - 34 lots) – All underground utilities have been installed and paving operations have been completed. New home construction has been completed on the initial fifteen (15) homes and an additional nine (9) homes are currently under construction by Nino Development.
- c) Tract 2647 Hastings The Bluffs - The developer has completed construction on the initial four (4) residences, of which three (3) are sold.
- d) Tract 2723 Mountain View - The developer has applied to the District for this development which will include thirty-eight (38) lots. The Director of Utilities and the DE have reviewed the initial submittal of the improvement plans for the project and have provide the plan check comments back the Developer.

### **GROUNDWATER SUSTAINABILITY AGENCY**

There was a meeting of the Paso Robles GW Basin GSA Cooperative Committee (CC) on November 18, 2020. At that meeting, members of the CC voted unanimously to express their support for the District's plans to make application to the California Department of Water Resources to obtain a grant under the 2019 Sustainable Groundwater Management (SGM) Grant Program Implementation – Round 1 for the upgrade and expansion of the District's Machado Wastewater Treatment Facility

(WWTF) and the construction of a new recycled water (“purple pipe”) distribution system (or a component thereof).

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

December 10, 2020

Date



## San Miguel Community Services District

### UTILITY STATUS REPORT

11-13-2020 Thru 12-11-2020

AGENDA ITEM# IX.7

#### **Well Status:**

- Well 4 is partially operational – Well Level 93 10/5/2020
- Well 3 is fully operational – Well Level 105 10/5/2020
- SLT well is in service – Well Level

#### **Water System status:**

Water leaks this month:0 This calendar year: 5

Water related calls through the alarm company after hours this month: 0 this Year: 4

#### **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:**

- .

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

- .

#### **Billing related activity:**

- **Total active accounts (at the time of this report)**
  - 921 water accounts
  - 795 wastewater accounts
- **Overdue accounts (at the time of this report)**
  - 9 accounts 60 days past due
- **Service orders (for prior month)**
  - 9 service orders issued and completed

#### **Lighting status:**

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

#### **Landscaping:**

- .

#### **Solid Waste:**

Mattress recycling

- Mattress are accepted by appointment only, and only on Fridays between 8 am and 11am.
- E-Waste collection

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

### **Project status:**

- CRWA is providing Technical Assistance (thru a grant) to perform an I&I study and prepare grant applications to line and or repair sewer lines and manholes
- Well arsenic treatment
  - Working with Awalt Engineering and Monsoon Consultants to identify a viable option for treating for arsenic at the District wells.
  - Working to determine a funding mechanism for arsenic treatment.

### **Board requested information:**

- .

### **Community Development Block Grant (CDBG)**

- 10<sup>th</sup> and 11<sup>th</sup> street water line replacement – A CDBG funded project
  - 11/9/2020 was official start date for construction, with 120 days allowed for construction
  - New lines on 10<sup>th</sup> and 11<sup>th</sup> street have been bored and installed. Connections to the existing system will be done in the coming weeks.
  - The jack and bore operation under the railroad track has been delayed due to issues with the railroad monitoring contractor.
  - Three change orders have been issued to accommodate existing conditions that were unknown at the time of bid.
  - Archeological and Native American monitors are on site per the County's requirements.
- Applied for next round of CDBG funding.

### **WWTP expansion and Aerator Upgrade**

- See additional agenda item(s) for ongoing information
- Timeline of future milestones
  - 8/2020 Resubmittal of revised PER to USDA
  - 9/2020 90% Site design and system size/ phase revision
  - 9/2020 Application for construction funds from CWSRF
  - 9/2020 Completion of Environmental report for plant
  - 9/2020 RFPs for process equipment
  - 12/2020 Final construction drawings for board approval
  - 12/2020 Completion of Environmental report for Recycled water system
  - 1/2021 Release plans and specifications for Bidding
  - 2/2021 Approval of contracts for construction
  - 3/2021 Begin construction
  - 12/2021 Complete construction

### **Staffing**

- Two vacant positions.
  - Field Operator, interviews were held for two prospective employees. An offer was made to the leading candidate.
  - WWTF Operator Lead, which will remain vacant until we are closer to WWTF construction.

**SLO County in San Miguel:**

- .

**Caltrans in San Miguel:**

- Hwy 101 construction is complete.

**Rain in San Miguel:**

2018	9"
2019	12.5"
11/7-8	.25"
2020	.25"

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

Kelly Dodds  
Director of Utilities  
Date: December 17<sup>th</sup>, 2020



## San Miguel Community Services District Board of Directors Meeting



### Staff Report

December 17<sup>th</sup>, 2020

AGENDA ITEM: IX 8

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

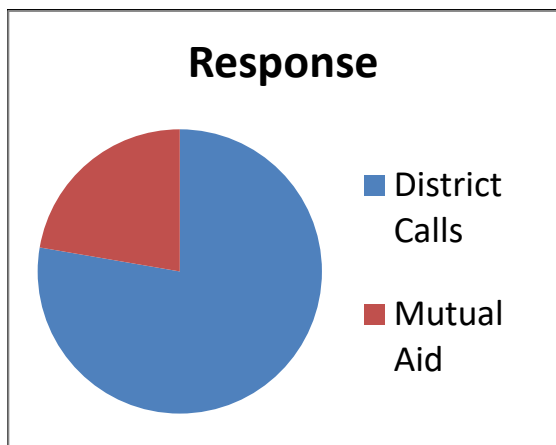
**STAFF RECOMMENDATION:** Receive and File Monthly Reports for the Fire Department

**INCIDENT RESPONSE:**

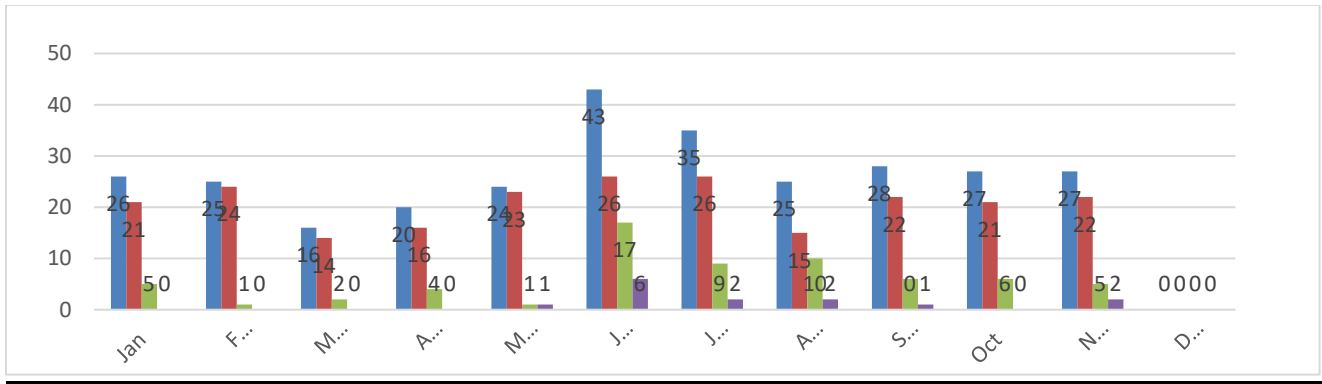
- Total Incidents for November 2020 27
- Average Calls for per 11 Months in 2020 26.9
- Total calls for the year to date 296

Emergency Response Man Hours in November = 118	Total	983
Stand-By Man Hours for November = 22		<u>307</u>
	<b>Total hr.</b>	<b>1,290</b>

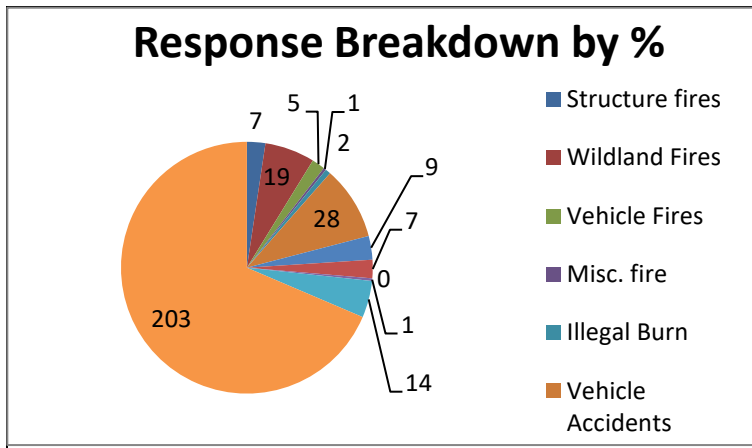
Emergency Response Man Hours = <b>4.3 hr.</b>	Per call for November	<b>3.3</b>
Stand-By Average per Call = <b>.8</b>	Per call for, November	<b>1</b>
		Per call for the year



November YTD	
District calls	22=81%    208= 70%
Mutual aid calls	6=19%    66= 22%
Assist Camp Roberts	14 = 4%



Total calls  
 District  
 Mutual Aid  
 Camp Roberts



For 296 calls for 11 Months in 2020

District Calls	230	81%
Mutual Aid	66	22%
XX		
Structure fires	7	2%
Wildland Fires	19	6%
Vehicle Fires	5	1.6%
Misc. fire	1	.3%
Illegal Burn	2	.6%
Vehicle Accidents	28	9.4%
False Alarms	9	3%
Haz Condition	7	2.3%
Haz Mat	0	0%
Stand by	1	.3%
PSA	14	4.7%
Medical Aids	203	68.5%

**Personnel:**

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

**October /2020**

Beginning - **\$703,713.16**  
 Received - \$130,365.62 = \$834,078.78  
 Transferred in- \$10,488.98 = \$844,567.76  
 Disbursed- \$186,343.08 = \$658,224.68  
 Transferred Out \$27,558.09 = **\$630,666.59**

**November / 2020**

Beginning -  
 Received -  
 Transferred in  
 Disbursed-  
 Transferred Out-

**Equipment:**

- 
- All equipment is in service.

**Activities:**

- Actively working within the COIVD standards

**November**

<u>Date</u>	<u>Subject matter</u>
3	EMT Skill Assessments
10	Medical Scenarios Company Op's CPR/ MCI
17	Tour Court Side Cellars
24	Association Meeting

**December**

<u>Date</u>	<u>Subject matter</u>
1	Auto Extrication/ Patient Removal/ Assessment
8	Christmas Dinner
15	Salvage and Overhaul

**Information:**

- Fire Prevention Report.

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
Diesel	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	56	0	484	110	4.4
E-8687	17	13.4	24	25	24	0	28	35	115	22.8	20	31	228	127	1.8
E-8668	47	0	12	10	76	9	53	15.4	31	10	417	48.3	636.3	92.7	6.9
<b>6 Month Total</b>												<b>1348.3</b>	<b>330</b>	4.1	
Gas	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	248	17.6	439.8	37.6	11.7
C-8601	301	0	356	54	321	32.2	313	32	189	29	455	23.5	1935	171	11.3
C-8600	319	0	368	37.3	449	27.5	428	20	373	35	432	37.9	2369	158	15.0
<b>6 Month Total</b>												<b>4743.8</b>	<b>366</b>	13.0	

Mileage / Fuel	July		August		September		October		November		December		Total		Avg. MPG
Diesel	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696	143	35.6	200	45	2426	551	866	48.6	71	48			3706	728	4.7
E-8687/68	128	46.1	27	29	91	23	252	30		13.3			343	66.3	3.5
P-8651	37	10	1049	153	49	18	69	12	73	0			1277	193	6.7
<b>6 Month Total</b>												<b>5326</b>	<b>988</b>	5.4	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	17	17.6	73	0	220	25.6	0	0	32				781.8	80.8	10.7
C-8601	322	0	0	0									322	171	6.6
C-8600	330	21.6	0	0	0	0	0	0	316	16.1			646	195	3.3
<b>6 Month Total</b>												<b>1749.8</b>	<b>447</b>	3.9	

New Engine
Old Engine

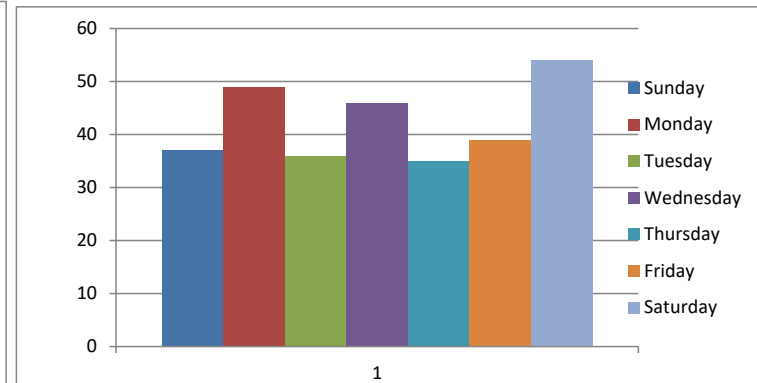
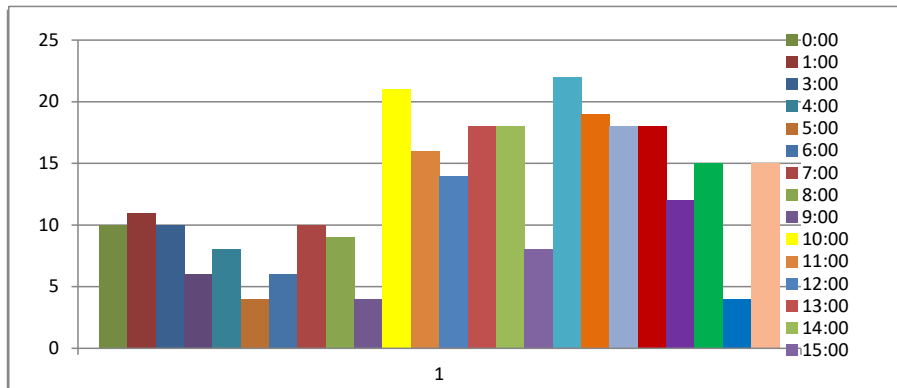
YTD 2020 Total	mi.	gal.	Avg. MPG
<b>Diesel</b>	<b>6674.3</b>	<b>1318</b>	<b>5.1</b>
<b>Gas</b>	<b>6493.6</b>	<b>813</b>	<b>8.0</b>

## 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	1	4	1	1	0	0	1	2	2	1	1	1	2	3	0	0	0	5	4	2	2	0	2	37	12%
Monday	1	3	1	3	1	1	2	2	1	0	1	4	2	2	2	1	6	3	1	3	2	4	1	2	49	16%
Tuesday	1	1	0	0	0	0	1	0	1	0	5	2	3	2	3	5	2	0	3	1	1	1	2	36	12%	
Wednesday	2	2	2	1	0	2	0	0	2	1	2	2	3	4	4	3	3	3	4	3	0	2	1	0	46	15%
Thursday	2	1	0	0	2	0	0	3	1	0	3	2	1	4	2	0	2	4	1	1	3	2	0	1	35	11%
Friday	1	0	2	0	3	0	2	2	2	0	3	3	0	2	1	0	3	4	2	0	2	1	1	5	39	13%
Saturday	1	3	1	1	1	1	2	0	1	6	2	4	2	4	1	3	3	5	4	2	3	0	3	54	18%	
Hour Total	10	11	10	6	8	4	6	10	9	4	21	16	14	18	18	8	22	19	18	18	12	15	4	15	296	
	3%	4%	3%	2%	2%	1%	2%	3%	3%	1%	7%	5%	5%	6%	6%	2%	8%	7%	6%	6%	5%	5%	1%	5%		

Total calls during CSD Work Hours	83	28%
Total calls during Off time and weekends	213	71%
After Hours calls 22:00 to 06:00	68	22%
Total Weekend Calls	91	30%
Total Calls Monday thru Friday	205	69%

8am to 8pm	60	20%
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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	1	0	0	0	0	0	1	0	1	3	0	0	4	3
Veg. Fires	0	0	0	0	0	0	0	0	4	1	1	3	2	0	1	4	0	1	0	2	0	0	0	0	8	11
Vehicle Fires	0	0	0	0	0	0	0	1	1	0	0	2	0	0	0	0	0	0	0	0	1	0	0	0	2	3
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	4	3	0	2	1	0	3	2	1	2	2	0	0	0	15	13
False Alarms	0	0	1	0	0	0	1	0	0	0	4	0	0	0	0	1	1	0	0	0	1	0	0	0	8	1
Hazardous Condition	1	0	1	0	2	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	7	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	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Pub.Svc.Asst.	1	0	3	0	1	0	1	0	3	0	0	0	3	0	1	0	0	0	0	0	1	0	0	0	14	0
Medical Aids	14	2	18	1	10	2	14	2	14	0	14	8	20	7	12	5	18	3	19	2	16	2	0	0	169	34
<b>Call TOTALS</b>	21	5	24	1	14	2	16	4	23	1	26	17	26	9	15	10	22	6	21	6	22	5	0	0	230	66
	<b>26</b>		<b>25</b>		<b>16</b>		<b>20</b>		<b>24</b>		<b>43</b>		<b>35</b>		<b>25</b>		<b>28</b>		<b>27</b>		<b>27</b>		<b>0</b>		<b>296</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	16	1	8	1	2	0	6	0	5	0	2	0	0	0	<b>52</b>	
Camp Bob Asst.	0		0		0		0		1		6		2		2		1		0		0		0		<b>12</b>	
Average Calls Per	<i>Month</i>		25.6	<i>Day</i>	0.8	<i>SLO Co. MA</i>					<b>50</b>	<i>Montrey Co. MA</i>					<b>2</b>	<i>CPR TOTAL</i>					<b>1</b>			

# San Miguel Fire Department

San Miguel, CA

This report was generated on 11/10/2020 9:01:03 AM



## Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 10/01/2020 | End Date: 10/31/2020

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
10/01/2020 08:30:00	10/02/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/02/2020 08:30:00	10/03/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/04/2020 08:30:00	10/05/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/05/2020 08:30:00	10/06/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/05/2020 09:00:00	10/05/2020 10:15:00	DAYBOOK	8601	CS Nino Tract 2774 lots 11-20 rough fire. Passed plan submittal and fees due.	1.25
10/06/2020 08:30:00	10/07/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/06/2020 18:00:00	10/06/2020 22:00:00	DAYBOOK		Firefighter Training: Tools and Equipment Lead Instructor: Young, Scott P	4.00
10/08/2020 08:30:00	10/09/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/08/2020 09:30:00	10/08/2020 10:00:00	DAYBOOK	SMF 1	Meeting with Nick Buckley regarding illegal RV's.	0.50
10/08/2020 11:30:00	10/08/2020 13:00:00	DAYBOOK	E8668	Fire Prevention Week activities at Lillian Larson School	1.50
10/09/2020 08:30:00	10/09/2020 08:30:00	DAYBOOK	SMF 1		0.00
10/09/2020 09:00:00	10/09/2020 14:00:00	DAYBOOK	E8668	E8668 in to South Coast for light programming and siren replacement.	5.00
10/11/2020 08:30:00	10/12/2020 08:30:00	DAYBOOK	8601		24.00
10/12/2020 08:30:00	10/13/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/12/2020 15:00:00	10/12/2020 15:45:00	DAYBOOK	SMF 1	Filed a records request and complaints with H.D.C for Casa Blanca Mobile Home Park	0.75
10/13/2020 08:30:00	10/14/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/13/2020 10:00:00	10/13/2020 13:00:00	DAYBOOK	E8668	Engine training on E8668 with Pierce	3.00
10/13/2020 18:00:00	10/13/2020 22:00:00	DAYBOOK	E8696	Auto Extrication refresher and tool review / operations	4.00
10/13/2020 18:00:00	10/13/2020 22:00:00	DAYBOOK		Special Operations Training: Auto Extrication Lead Instructor: Young, Scott P	4.00
10/14/2020 08:30:00	10/15/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/15/2020 08:30:00	10/16/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/16/2020 08:30:00	10/17/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/17/2020 08:00:00	10/17/2020 12:00:00	DAYBOOK		Special Operations Training: Auto Extrication Lead Instructor: Young, Scott P	4.00
10/17/2020 08:00:00	10/17/2020 13:00:00	DAYBOOK	E8696	Auto Extrication training	5.00
10/17/2020 08:30:00	10/18/2020 08:30:00	DAYBOOK	8601		24.00
10/18/2020 08:30:00	10/19/2020 08:30:00	DAYBOOK	8601		24.00
10/19/2020 08:30:00	10/19/2020 08:30:00	DAYBOOK	SMF 1		0.00
10/19/2020 09:00:00	10/19/2020 10:00:00	DAYBOOK	8601	Meet with developers for APN 021-152-041 540 16th Street	1.00
10/19/2020 13:00:00	10/19/2020 13:30:00	DAYBOOK	SMF 1	Email to Sheriff Youge re assault on 10/5/2020	0.50
10/20/2020 08:30:00	10/20/2020 08:30:00	DAYBOOK	SMF 1		0.00
10/20/2020 08:45:00	10/20/2020 09:00:00	DAYBOOK	SMF 1	Conversation with property owner of 301 10th Street APN 021-311-004 regarding 2nd dwelling	0.25
10/20/2020 18:00:00	10/20/2020 22:00:00	DAYBOOK		Firefighter Training: Scene Size up Lead Instructor: Young, Scott P	4.00

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



START	END	LOG TYPE	APPARATUS	NOTES	HOURS
10/21/2020 08:30:00	10/22/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/21/2020 09:00:00	10/21/2020 10:00:00	DAYBOOK	8601	Nino Construction rough fire inspection lots 21,22,&23. All passed.	1.00
10/22/2020 08:30:00	10/23/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/22/2020 09:00:00	10/22/2020 12:00:00	DAYBOOK	P8651	Tire replacement for P8651	3.00
10/23/2020 08:30:00	10/24/2020 08:00:00	DAYBOOK	8601		23.50
10/24/2020 15:00:00	10/25/2020 08:30:00	DAYBOOK	SMF 1		17.50
10/25/2020 08:30:00	10/26/2020 08:30:00	DAYBOOK	8601		24.00
10/26/2020 08:30:00	10/27/2020 08:30:00	DAYBOOK	SMF 1		24.00
10/26/2020 13:30:00	10/26/2020 15:00:00	DAYBOOK	E8668	Met with Chief Neilson regarding possible water tender and storage for E8687	1.50
10/27/2020 12:00:00	10/30/2020 15:00:00	DAYBOOK	E8696	E8696 Assigned to the Silverado Fire	75.00
10/27/2020 15:30:00	10/28/2020 08:30:00	DAYBOOK	SMF 1		17.00
10/30/2020 08:30:00	10/31/2020 08:30:00	DAYBOOK	8601		24.00
<b>Total Hours for: Young, Scott P</b>					<b>633.25</b>

<b>Total of all Personnel Hours</b>					<b>633.25</b>
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Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.





## San Miguel Community Services District

### Regular Board Meeting Staff Report

DECEMBER 17, 2020

AGENDA ITEMS: X-1

**SUBJECT:** Discuss, Review and Approve **Resolution No 2020-45** establishing calendar year 2021 Regular Board of Director Meeting Dates

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**STAFF RECOMMENDATION:**

Approve **Resolution 2020-45** establishing Regular Board Meeting Dates for calendar year 2021

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**BACKGROUND:**

The requirements of the District's Board of Director bylaws and also State laws specify setting local agency meetings by elected boards, city councils, special districts and other agencies to with regular scheduled public meetings.

The proposed schedule and resolution is based on the District requirements to hold its monthly meetings on the fourth Thursday of each month, except in November and December 2021, when holidays affect those regular meeting dates.

The attached resolution will set the schedule for Calendar Year 2021 Regular Board meetings by date.

PREPARED BY:

Tamara Parent

Board Clerk/Accounts Manager

**Attachment: Resolution No. 2020-45**  
Exhibit "A" Meeting Dates



**RESOLUTION NO. 2020-45**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN MIGUEL COMMUNITY SERVICES DISTRICT ESTABLISHING  
BOARD OF DIRECTOR REGULAR MEETING DATES AND TIMES FOR  
2021 CALENDAR YEAR**

**WHEREAS**, San Miguel Community Services District (“SMCSD”) authority for fire protection, water, wastewater, solid waste collection/disposal and street lighting infrastructure and services within the district,

**WHEREAS**, (“SMCSD”) Board of Directors (“Board”) is required by District ordinance to hold and conduct regular monthly public business meetings, hereby determines its intent to establishing calendar year dates and times for regular Board of Director meetings for 2021, and

**NOW THEREFORE, BE IT RESOLVED**, the Board does, hereby, adopts the 2021 Calendar for Regular Board of Director Meeting Agenda dates and times as set forth on Exhibit “A” attached hereto.

**BE IT FURTHER RESOLVED**, this Resolution shall remain in full force and effect until rescinded by the Board by resolution.

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

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINING:** None

The foregoing Resolution is hereby passed and adopted this 17th day of December 2020.

\_\_\_\_\_  
TBD, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

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Robert Roberson, Interim General Manager

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Tamara Parent  
Board Clerk/Accounts Manager

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Douglas L. White, District General Counsel

Attachments:

**Exhibit A: 2021 Calendar Year – Board Meeting Dates**



**RESOLUTION 2020-45**

**EXHIBIT "A"  
CALENDAR YEAR 2021**

**REGULAR BOARD OF DIRECTOR MEETING DATES AND TIMES**

Meeting Times shall begin at 7pm, every Thursday of each month, unless otherwise noticed

**THURSDAY-- JANUARY 28, 2021**

**THURSDAY--FEBRUARY 25, 2021**

**THURSDAY--MARCH 25, 2021**

**THURSDAY-- APRIL 22, 2021**

**THURSDAY--MAY 27, 2021**

**THURSDAY--JUNE 24, 2021**

**THURSDAY—JULY 22, 2021**

**THURSDAY--AUGUST 26, 2021**

**THURSDAY—SEPTEMBER 23, 2021**

**THURSDAY—OCTOBER 28, 2021**

**THURSDAY—NOVEMBER 18, 2021 \*\***

**THURSDAY—DECEMBER 16, 2021 \*\***

\*\* = This meeting date is not the regular 4<sup>th</sup> Thursday of the month due to conflict with Thanksgiving holidays on November 25<sup>th</sup> and 26<sup>th</sup>, 2021 and Christmas holidays on December 24<sup>th</sup>, 2021.

Special Board meeting dates and times may be established or set by the Board of Directors pursuant to adopted Board policy and applicable procedures.

Adopted by Board Action on December 17, 2020

12/11/20<sup>29</sup>  
 13:14:29

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
 Claim Details  
 For the Accounting Period: 11/20

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
6284	18672S	617 ACTIVE911 Inc.	14.00					
		Subscription for an individual device						
1	225925	11/14/20 Subscription	14.00			20 62000	385	10200
		<b>Total for Vendor:</b>	<b>14.00</b>					
6226	18637S	39 BUCKMAN, GIB	11.10					
1	10172020	10/17/20 Drinking Water	11.10			20 62000	335	10200
		<b>Total for Vendor:</b>	<b>11.10</b>					
6224	18638S	573 BURT INDUSTRIAL SUPPLY	279.83					
1	83308	10/16/20 Bolt Cutter (2)	279.83*			20 62000	460	10200
6225	18638S	573 BURT INDUSTRIAL SUPPLY	104.73					
1	83511	10/22/20 Inverted Marking Paint Blue	52.37			40 64000	305	10200
2	83511	10/22/20 Inverted Marking Paint Green	52.36			50 65000	305	10200
		<b>Total for Vendor:</b>	<b>384.56</b>					
6227	18639S	67 CHARTER COMMUNICATIONS	134.97					
		Acct# 8245101050040553						
		1765 Bonita Treatment Plant						
		Service from 10/18/2020 ~ 11/17/2020						
1	101820	10/18/20 Internet/Voice	134.97			40 64000	375	10200
6285	18673S	67 CHARTER COMMUNICATIONS	314.94					
		Acct# 8245-10-105-0027311						
		Spectrum Business Internet/Voice						
		Service 11/11/20 ~ 12/10/20						
1	27311-1120	11/11/20 Internet/Voice	94.48			20 62000	375	10200
2	27311-1120	11/11/20 Internet/Voice	110.23			40 64000	375	10200
3	27311-1120	11/11/20 Internet/Voice	110.23			50 65000	375	10200
		<b>Total for Vendor:</b>	<b>449.91</b>					
6303	18674S	473 CHURCHWELL WHITE LLP	19,199.02					
		Professional Services Rendered through September 30, 2020						
1	40262	11/18/20 General Counsel	1,417.89			20 62000	327	10200
2	40262	11/18/20 General Counsel	123.29			30 63000	327	10200

12/11/20  
13:14:29

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 11/20

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	40262 11/18/20	General Counsel	2,157.65			40 64000	327	10200
4	40262 11/18/20	General Counsel	2,342.59			50 65000	327	10200
5	40262 11/18/20	General Counsel	123.29			60 66000	327	10200
6	40263 11/18/20	Steinbeck vs SLO	10,426.30			50 65000	332	10200
13	40264 11/18/20	White Oaks	2,256.00			50 65000	327	10200
16	40262 11/18/20	HR	80.97			20 62000	327	10200
17	40262 11/18/20	HR	7.04			30 63000	327	10200
18	40262 11/18/20	HR	123.20			40 64000	327	10200
19	40262 11/18/20	HR	133.76			50 65000	327	10200
21	40262 11/18/20	HR	7.04			60 66000	327	10200
<b>Total for Vendor:</b>			<b>19,199.02</b>					
6239	18640S	583 COBLENTZ BIEHLE & CRAMER	2,160.00					
Year End Audit/Adjustments								
1	7553 10/22/20	Year End Audit/Adjustments	496.80			20 62000	325	10200
2	7553 10/22/20	Year End Audit/Adjustments	43.20			30 63000	325	10200
3	7553 10/22/20	Year End Audit/Adjustments	756.00			40 64000	325	10200
4	7553 10/22/20	Year End Audit/Adjustments	820.80			50 65000	325	10200
5	7553 10/22/20	Year End Audit/Adjustments	43.20			60 66000	325	10200
<b>Total for Vendor:</b>			<b>2,160.00</b>					
6286	18675S	584 CORE & MAIN LP	36.47					
1	N286189 11/05/20	Rubber Meter Washer	36.47			50 65000	525	10200
<b>Total for Vendor:</b>			<b>36.47</b>					
6288	18676S	654 CULLIGAN WATER	6.22					
1	10/31/20		3.11			40 64000	305	10200
2	Octt2020 10/31/20	Water	3.11			50 65000	305	10200
<b>Total for Vendor:</b>			<b>6.22</b>					
6263	18655S	660 DUDEK	14,917.50					
San Miguel CSD WWTF Upgrade Environmental Analyst Project 12704								
1	202005042 07/15/20	Environmental Analyst	14,917.50			40 64000	587	10200

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6309	18677S	660 DUDEK San Miguel CSD WWTF Upgrade Environmental Analyst Project 12704	17,752.50					
1	202008649	11/20/20 Environmental Analyst	17,752.50			40 64000	587	10200
		<b>Total for Vendor:</b>	<b>32,670.00</b>					
6249	18641S	651 DUSTIN PITTMAN Enterprise rent a car	183.41					
1	378160	10/28/20 Car Rental for test	183.41			40 64000	715	10200
		<b>Total for Vendor:</b>	<b>183.41</b>					
6240	18642S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000653	42.00					
1	083399A	10/27/20 Metals	42.00			50 65000	358	10200
6241	18642S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000653	125.00					
1	083403A	10/26/20 Coliform	125.00			50 65000	359	10200
6242	18642S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000653 Non District Wells	1,604.00					
1	082843A	10/26/20 Metals, Wet Chemisrty	1,604.00			50 65000	359	10200
6254	18656S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000653	67.00					
1	083242A	10/29/20 Metals	67.00			50 65000	358	10200
6255	18656S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000654	81.00					
1	083401A	10/29/20 Metals~Wet Chem	81.00			40 64000	355	10200
6256	18656S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000654	81.00					
1	083402A	10/29/20 Metals~Wet Chem	81.00			40 64000	355	10200

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6289	18678S	112 FGL - ENVIRONMENTAL ANALYTICAL	205.00					
Acct#	8000654							
1	083400A	11/12/20 Metals	205.00			40 64000	355	10200
6290	18678S	112 FGL - ENVIRONMENTAL ANALYTICAL	225.00					
Acct#	8000653							
1	083574A	11/12/20 Coloform	45.00			50 65000	356	10200
2	083574A	11/12/20 Coloform	45.00			50 65000	357	10200
3	083574A	11/12/20 Coloform	135.00			50 65000	359	10200
6291	18678S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
Acct#	8000653							
1	083575A	11/09/20 Metals	67.00			50 65000	358	10200
6292	18678S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
Acct#	8000653							
1	083476A	11/09/20 Metals	67.00			50 65000	358	10200
6301	18678S	112 FGL - ENVIRONMENTAL ANALYTICAL	100.00					
Acct#	8000653							
1	083677A	11/18/20 Coliform	100.00			50 65000	359	10200
6302	18678S	112 FGL - ENVIRONMENTAL ANALYTICAL	25.00					
Acct#	8000653							
1	083731A	11/18/20 Coliform	25.00			50 65000	357	10200
<b>Total for Vendor:</b>			<b>2,689.00</b>					
6243	18643S	308 FRONTIER COMMUNICATIONS	60.33					
Acct #	805-467-2818	010412-5						
Service from 10/22/20 ~ 11/21/20								
1150 Mission Street								
1	Oct~2020	10/22/20 Building Alarm	20.11			40 64000	310	10200
2	Oct~2020	10/22/20 Building Alarm	20.11			50 65000	310	10200
3	Oct~2020	10/22/20 Building Alarm	20.11			20 62000	310	10200



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6257	18657S	308 FRONTIER COMMUNICATIONS	63.19					
Acct #805-467-2015-051216-5 Service from 11/01/20 ~ 11/30/20								
SCADA								
1	Nov 2020	11/01/20 Alarm/SCADA	31.59			40 64000	310	10200
2	Nov 2020	11/01/20 Alarm/SCADA	31.60			50 65000	310	10200
<b>Total for Vendor:</b>			<b>123.52</b>					
6228	18644S	125 GREAT WESTERN ALARM	75.60					
A0702 Service Period: 11/01/20 ~ 11/31/20								
1	2010022	11/01/20 Answering Service	37.80			40 64000	380	10200
2	2010022	11/01/20 Answering Service	37.80			50 65000	380	10200
6229	18644S	125 GREAT WESTERN ALARM	32.00					
GW-661 Service Period: 11/1/20 ~ 11/31/20								
1	2010005	11/01/20 Alarm Monitoring	16.00			40 64000	380	10200
2	2010005	11/01/20 Alarm Monitoring	16.00			50 65000	380	10200
<b>Total for Vendor:</b>			<b>107.60</b>					
6258	18658S	129 HACH	627.73					
Acct#292463								
1	12187577	11/02/20 Chlorine	209.25			50 65000	356	10200
2	12187577	11/02/20 Chlorine	209.24			50 65000	357	10200
3	12187577	11/02/20 Chlorine	209.24			50 65000	358	10200
<b>Total for Vendor:</b>			<b>627.73</b>					
6304	18679S	130 HAMON OVERHEAD DOOR CO INC	851.33					
Repair Doors								
1	88793	11/17/20 Repair Doors	851.33			20 62000	305	10200
<b>Total for Vendor:</b>			<b>851.33</b>					

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6310	18680S 999999	J. G. CONTRACTING Water Hydrant Deposit Refund #8428274	618.68					
J G Contracting								
1	27487-12	11/20/20 Water Hydrant Deposit Refund	618.68			50 20500		10200
<b>Total for Vendor:</b>			<b>618.68</b>					
6238	18645S 147	JB DEWAR	1,036.32					
1	126830	10/22/20 Clear Diesel	349.86			20 62000	485	10200
2	126830	10/22/20 Clear Diesel	343.23			40 64000	485	10200
3	126830	10/22/20 Clear Diesel	343.23			50 65000	485	10200
<b>Total for Vendor:</b>			<b>1,036.32</b>					
6230	18646S 633	KELLY-MOORE PAINTS	483.69					
1	106898	10/14/20 12 Gal Paint	241.85			50 65000	352	10200
2	106898	10/14/20 12 Gal Paint	60.46*			30 63000	581	10200
3	106898	10/14/20 12 Gal Paint	60.46*			40 64000	581	10200
4	106898	10/14/20 12 Gal Paint	60.46*			50 65000	581	10200
5	106898	10/14/20 12 Gal Paint	60.46*			60 66000	581	10200
<b>Total for Vendor:</b>			<b>483.69</b>					
6231	18647S 474	L.N. CURTIS & SONS Helmet Holder	374.17					
1	INV432622	10/19/20 Helmet Holder	374.17*			20 62000	460	10200
6287	18681S 474	L.N. CURTIS & SONS	422.76					
1	INV437251	12/03/20 Removable Patches	422.76*			20 62000	348	10200
<b>Total for Vendor:</b>			<b>796.93</b>					
6259	18659S 510	LOCAL IT EXPERTS Install new module for Black Mountain. Onsite cutover to new ISP Wilson Creek Charter outage	1,290.50					
1	267	11/05/20 IT Service~Oct 2020	296.82			20 62000	350	10200
2	267	11/05/20 IT Service~ Oct 2020, T-Books	25.81			30 63000	350	10200
3	267	11/05/20 IT Service~ Oct 2020, T-Books	451.68			40 64000	350	10200
4	267	11/05/20 IT Service~ Oct 2020, T-Books	490.39			50 65000	350	10200

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5	267 11/05/20	IT Service~ Oct 2020, T-Books	25.80			60 66000	334	10200
		<b>Total for Vendor:</b>	<b>1,290.50</b>					
6293	18682S 646	MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman,	37.34					
1	513580021 11/04/20	Employee Uniforms	0.75			30 63000	495	10200
2	513580021 11/04/20	Employee Uniforms	17.92			40 64000	495	10200
3	513580021 11/04/20	Employee Uniforms	17.92			50 65000	495	10200
4	513580021 11/04/20	Employee Uniforms	0.75			60 66000	495	10200
6294	18682S 646	MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman,	37.34					
1	513535552 10/28/20	Employee Uniforms	0.75			30 63000	495	10200
2	513535552 10/28/20	Employee Uniforms	17.92			40 64000	495	10200
3	513535552 10/28/20	Employee Uniforms	17.92			50 65000	495	10200
4	513535552 10/28/20	Employee Uniforms	0.75			60 66000	495	10200
6295	18682S 646	MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman,	37.34					
1	513624922 11/11/20	Employee Uniforms	0.75			30 63000	495	10200
2	513624922 11/11/20	Employee Uniforms	17.92			40 64000	495	10200
3	513624922 11/11/20	Employee Uniforms	17.92			50 65000	495	10200
4	513624922 11/11/20	Employee Uniforms	0.75			60 66000	495	10200
		<b>Total for Vendor:</b>	<b>112.02</b>					
6273	18683S 559	MONSOON VENTURES, INC. Board & Committee Meetings 09-16-2020 ~ 11-06-2020	2,537.50					
1	2604 11/06/20	Board & Committee Meetings	1,268.75*			40 64000	326	10200
2	2604 11/06/20	Board & Committee Meetings	1,268.75*			50 65000	326	10200
6274	18683S 559	MONSOON VENTURES, INC. GSA & GSP reports and grants 09-14-2020 ~ 11-06-2020	3,045.00					
1	2605 11/06/20	GSA & GSP	3,045.00*			50 65000	326	10200

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6275	18683S	559 MONSOON VENTURES, INC.	562.50					
		WWTP Project Design 10-06-2020 ~ 11-04-2020						
1	2606	11/06/20 WWTP Project Design	562.50			40 64000	587	10200
6276	18683S	559 MONSOON VENTURES, INC.	5,910.00					
		WWTP Preliminary Engineering Report 09-28-2020 ~ 11-05-2020						
1	2607	11/06/20 WWTP Prelim Engineering RPT	5,910.00			40 64000	587	10200
6277	18683S	559 MONSOON VENTURES, INC.	5,962.50					
		CDBG Waterline Post Design Phase 10th & 11th Street Water Line Replacement						
1	2608	11/06/20 CDBG Waterline	5,962.50*			50 65000	326	10200
6278	18683S	559 MONSOON VENTURES, INC.	145.00					
		Tract 2723 Development Review						
1	2609	11/06/20 Tract 2723 Development Review	145.00*			50 65000	326	10200
6279	18683S	559 MONSOON VENTURES, INC.	435.00					
		CWSRF Planning Grant Administration 09-17-20 ~ 11-06-20						
1	2610	11/06/20 CWSRF Planning Grant Admin	435.00			40 64000	587	10200
6280	18683S	559 MONSOON VENTURES, INC.	870.00					
		Prop 68 Grant Application						
1	2611	11/06/20 Prop 68 Grant Application	870.00*			40 64000	326	10200
6281	18683S	559 MONSOON VENTURES, INC.	725.00					
		2021 CDBG Application						
1	2612	11/06/20 2021 CDBG Application	725.00*			40 64000	326	10200
<b>Total for Vendor:</b>			<b>20,192.50</b>					
6260	18660S	553 MOSS, LEVY & HARTZHEIM LLP	420.00					
		Audit 19-2020						
1	24908	10/31/20 Audit 19-2020	96.60			20 62000	325	10200
2	24908	10/31/20 Audit 19-2020	8.40			30 63000	325	10200
3	24908	10/31/20 Audit 19-2020	147.00			40 64000	325	10200
4	24908	10/31/20 Audit 19-2020	159.60			50 65000	325	10200

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5	24908	10/31/20 Audit 19-2020	8.40			60 66000	325	10200
		<b>Total for Vendor:</b>	<b>420.00</b>					
6305	18684S	602 MULLAHEY CHRYSLER DODGE JEEP RAM	445.49					
	Truck #8634							
1	97220	10/16/20 #8634 Service Truck	222.75			40 64000	354	10200
2	97220	10/16/20 #8634 Service Truck	222.74			50 65000	354	10200
		<b>Total for Vendor:</b>	<b>445.49</b>					
6247	18648S	182 NAPA	21.53					
1	18558	10/21/20 DEF	21.53			20 62000	305	10200
		<b>Total for Vendor:</b>	<b>21.53</b>					
6261	18661S	636 OFFICE1	77.83					
	Maintenance Contract #CBM6913-02							
	Samsung/X4250LX							
	Acct No. 013014							
1	AR602256	10/05/20 Maint Contract 11/4/20~12/3/	23.35			20 62000	334	10200
2	AR602256	10/05/20 Maint Contract 10/4/20~11/3/	27.24			40 64000	334	10200
3	AR602256	10/05/20 Maint Contract 10/4/20~11/3/	27.24			50 65000	334	10200
		<b>Total for Vendor:</b>	<b>77.83</b>					
6232	18649S	208 PG&E #6480-8	1,086.24					
	Acct #8565976480-8							
1	0917~1016	10/16/20 12th & K 8565976725	8.92*			30 63000	381	10200
2	0917~1016	10/16/20 Tract 2710 - 8562053214	69.42*			30 63000	381	10200
3	0917~1016	10/16/20 Tract 2710 - 8564394360	30.21*			30 63000	381	10200
4	0917~1016	10/16/20 Tract 2710 - 8560673934	75.51*			30 63000	381	10200
5	0917~1016	10/16/20 Mission Heights - 856597648	164.43*			30 63000	381	10200
6	0917~1016	10/16/20 Tract 2605 - 8565976109	35.23*			30 63000	381	10200
7	0917~1016	10/16/20 9898 River Rd. - 8565976002	327.57*			30 63000	381	10200
8	0917~1016	10/16/20 9898 River Rd. - 8565976004	42.22*			30 63000	381	10200
9	0917~1016	10/16/20 9898 River Rd. - 8565976008	199.36*			30 63000	381	10200
10	0917~1016	10/16/20 9898 River Rd. - 8565976014	67.14*			30 63000	381	10200
11	0917~1016	10/16/20 9898 River Rd. - 8565976481	47.05*			30 63000	381	10200
12	0917~1016	10/16/20 9898 River Rd. - 8565976483	19.18*			30 63000	381	10200
		<b>Total for Vendor:</b>	<b>1,086.24</b>					

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6216	18635S	209 PG&E #6851-8	13,298.55					
Acct #3675186851-8								
1	0920~1015	10/19/20 Old Fire Station / 1297 L S	25.11*			20 62000	381	10200
2	0920~1015	10/19/20 New Fire Station 1150 Missi	2,086.45*			20 62000	381	10200
3	0920~1015	10/19/20 Water Works #1 / Well 3	2,584.78			50 65000	381	10200
4	0920~1015	10/19/20 Bonita Pl & 16th / Well 4	1,268.46			50 65000	381	10200
5	0920~1015	10/19/20 N St / WWTP	6,907.82			40 64000	381	10200
6	0920~1015	10/19/20 2HP Booster Station	17.84			50 65000	381	10200
7	0920~1015	10/19/20 Mission Heights Booster	9.86			50 65000	381	10200
8	0920~1015	10/19/20 14th St. & K St.	67.43			50 65000	381	10200
9	0920~1015	10/19/20 942 Soka Way lift station	101.16			40 64000	381	10200
10	0920~1015	10/19/20 Missn & 12th Lanscape~St li	100.80*			30 63000	381	10200
11	0920~1015	10/19/20 SLT Well	128.84			50 65000	381	10200
<b>Total for Vendor:</b>			<b>13,298.55</b>					
6244	18650S	233 SAFEGUARD BUSINESS SYSTEMS	317.68					
Checks								
1	34280533	10/26/20 Checks	73.07			20 62000	320	10200
2	34280533	10/26/20 Checks	6.35			30 63000	320	10200
3	34280533	10/26/20 Checks	111.19			40 64000	320	10200
4	34280533	10/26/20 Checks	120.72			50 65000	320	10200
5	34280533	10/26/20 Checks	6.35			60 66000	320	10200
<b>Total for Vendor:</b>			<b>317.68</b>					
6311	18670S	440 SAN LUIS OBISPO COUNTY FIRE	750.00					
SLO County Volunteer Fire Fighter Academy B Beatty, J Ventura, J Kohler								
1	020621	11/24/20 Training	750.00			20 62000	386	10200
<b>Total for Vendor:</b>			<b>750.00</b>					
6233	18651S	481 SAN MIGUEL COMMUNITY SERVICES	101.22					
1199 Mission Irrigation Meter Acct#27476-00								
Units 20								
1	27406-00	10/15/20 1199 Mission Irrigation Mete	101.22*			30 63000	384	10200

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6234	18651S	481 SAN MIGUEL COMMUNITY SERVICES	2.04					
		1765 Bonita Acct#27475-00						
1	27475-00	10/15/20 1765 Bonita #27475-00	2.04*			40 64000	384	10200
6235	18651S	481 SAN MIGUEL COMMUNITY SERVICES	50.03					
		942 Soka Way Acct#20840-00						
1	20840-00	10/15/20 942 Soka Way	50.03*			40 64000	384	10200
6236	18651S	481 SAN MIGUEL COMMUNITY SERVICES	574.56					
		1203 Mission Irrigation Meter Acct#20547-00						
		179 Units						
1	20547-00	10/15/20 1203 Mission Irrigation Mete	574.56*			30 63000	384	10200
		<b>Total for Vendor:</b>	<b>727.85</b>					
6262	18662S	238 SAN MIGUEL GARBAGE	103.98					
		Account # 318694 Service 11/01/20 ~ 11/30/20						
1	8- 2020	11/01/20 Trash Disposal	51.99			40 64000	383	10200
2	8- 2020	11/01/20 Trash Disposal	51.99			50 65000	383	10200
		<b>Total for Vendor:</b>	<b>103.98</b>					
6268	18663S	533 SLO COUNTY TAX COLLECTOR	80.24					
		2019/20 Annual Secured Property Tax Bill Bill Number 2020/21 021-221-010						
		Assessment 021-221-010 Fire Station						
1	11/01/19	Assessment 021-221-010 2020/21	80.24			20 62000	960	10200
6269	18663S	533 SLO COUNTY TAX COLLECTOR	130.38					
		2017/18 Annual Secured Property Tax Bill Bill Number 2020/021 021-221-012						
		Assessment 021-221-012						
1	11/01/20	Assessment 021-221-012 2020/21	130.38			20 62000	960	10200

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6270	18663S	533 SLO COUNTY TAX COLLECTOR 2020/21 Annual Secured Property Tax Bill Bill Number 2020/21 021-051-015	17.54					
		Assessment 021-051-015 WWTP						
1	11/01/20	Assessment 021-051-015 2020/21	17.54			40 64000	960	10200
6271	18663S	533 SLO COUNTY TAX COLLECTOR Bill Number 2020/21 021-051-016 Assessment 021-051-016	11.34					
		WWTP						
1	11/01/20	Assessment 021-051-016 2020/21	11.34			40 64000	960	10200
6272	18663S	533 SLO COUNTY TAX COLLECTOR Bill Number 2020/21 021-051-017 Assessment 021-051-017	98.96					
		WWTP						
1	11/01/20	Assessment 021-051-017 2020/21	98.96			40 64000	960	10200
		<b>Total for Vendor:</b>	<b>338.46</b>					
6296	18685S	352 STAPLES CREDIT PLAN	111.29					
1	110920 11/09/20	Staples, Mouse	25.60			20 62000	410	10200
2	110920 11/09/20	Staples, Mouse	2.23			30 63000	410	10200
3	110920 11/09/20	Staples, Mouse	38.95			40 64000	410	10200
4	110920 11/09/20	Staples, Mouse	42.28			50 65000	410	10200
5	110920 11/09/20	Staples, Mouse	2.23			60 66000	410	10200
		<b>Total for Vendor:</b>	<b>111.29</b>					
6267	18664S	460 STATE WATER RESOURCES CONTROL Drinking Water Distribution Operator Certification for Dustin Pittman	105.00					
1	pittman 11/10/20	Certification D Pittman	105.00			50 65000	715	10200
		<b>Total for Vendor:</b>	<b>105.00</b>					



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SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 11/20

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
6282	18686S	534 STREAMLINE Web Page Hosting Service for November 2020	200.00					
1	107790	11/10/20 Web Page Monthly Fee November	46.00			20 62000	376	10200
2	107790	11/10/20 Web Page Monthly Fee November	4.00			30 63000	376	10200
3	107790	11/10/20 Web Page Monthly Fee November	70.00			40 64000	376	10200
4	107790	11/10/20 Web Page Monthly Fee November	76.00			50 65000	376	10200
5	107790	11/10/20 Web Page Monthly Fee November	4.00			60 66000	376	10200
		<b>Total for Vendor:</b>	<b>200.00</b>					
6237	18652S	280 TEMPLETON UNIFORMS Nomex Pants Beatty, Replace Patch, Belts	234.83					
1	132818	10/15/20 Nomex Pants,Replace Patch,Belt	234.83			20 62000	495	10200
6308	18687S	280 TEMPLETON UNIFORMS Patch Replacement, Pants Belt ~ J Kohler	264.04					
1	133544	11/13/20 Patch Replacement, Pants Belt	264.04			20 62000	495	10200
		<b>Total for Vendor:</b>	<b>498.87</b>					
6245	18653S	282 THE BLUEPRINTER Drawings/Plans	27.93					
1	79781	10/28/20 Drawings/Plans	27.93			50 65000	320	10200
6264	18665S	282 THE BLUEPRINTER Site Plan 10th and 11th	11.64					
1	79503	10/31/20 Site Plan 10th and 11th	11.64			50 65000	320	10200
		<b>Total for Vendor:</b>	<b>39.57</b>					
6265	18666S	291 TRAILER BARN, INC. Coupler Lock	50.64					
1	10186	10/29/20 Coupler Lock	50.64			40 64000	305	10200
		<b>Total for Vendor:</b>	<b>50.64</b>					

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SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 11/20

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
6250	18667S	301 US BANK	8,314.62					
1	Oct 2020	10/22/20 Postage	5.75*			20 62000	315	10200
2	Oct 2020	10/22/20 Walmart Test Strips	38.53			20 62000	450	10200
3	Oct 2020	10/22/20 Paso Lock & Key	194.63			20 62000	305	10200
4	Oct 2020	10/22/20 Lowes Tap/Drill	90.40*			20 62000	460	10200
5	Oct 2020	10/22/20 Staples electronic	65.78			20 62000	410	10200
6	Oct 2020	10/22/20 Blakes/Thread lock	11.41*			20 62000	460	10200
7	Oct 2020	10/22/20 Amazon/HealthCare essential	218.40			20 62000	450	10200
8	Oct 2020	10/22/20 Lowes/Saw,Pliers,	149.59			20 62000	305	10200
9	Oct 2020	10/22/20 Amazon/Medical Supplies	882.04			20 62000	450	10200
10	Oct 2020	10/22/20 Amazon/Truck organizer	77.72*			20 62000	460	10200
11	Oct 2020	10/22/20 Amazon//Rivet Nuts,kit,GlvBo	160.82*			20 62000	460	10200
12	Oct 2020	10/22/20 Tractor Supply Cermic Flap D	43.05*			20 62000	460	10200
13	Oct 2020	10/22/20 Grainger	213.14*			20 62000	460	10200
14	Oct 2020	10/22/20 Raneys Truck Parts/Bug Scree	86.23*			20 62000	460	10200
15	Oct 2020	10/22/20 Heiman Fire Equipment	384.26*			20 62000	460	10200
16	Oct 2020	10/22/20 Zoom/Adobe	6.90			20 62000	105	10200
17	Oct 2020	10/22/20 Zoom/Adobe	0.60			30 63000	105	10200
18	Oct 2020	10/22/20 Zoom/Adobe	10.49			40 64000	105	10200
19	Oct 2020	10/22/20 Zoom/Adobe	11.39			50 65000	105	10200
20	Oct 2020	10/22/20 Zoom/Adobe	0.60			60 66000	105	10200
21	Oct 2020	10/22/20 Checks for Less	23.41			20 62000	320	10200
22	Oct 2020	10/22/20 Checks for Less	2.04			30 63000	320	10200
23	Oct 2020	10/22/20 Checks for Less	35.63			40 64000	320	10200
24	Oct 2020	10/22/20 Checks for Less	38.68			50 65000	320	10200
25	Oct 2020	10/22/20 Checks for Less	2.04			60 66000	320	10200
26	Oct 2020	10/22/20 New Egg UPS	166.50			20 62000	350	10200
27	Oct 2020	10/22/20 New Egg UPS	14.48			30 63000	350	10200
28	Oct 2020	10/22/20 New Egg UPS	253.38			40 64000	350	10200
29	Oct 2020	10/22/20 New Egg UPS	275.09			50 65000	350	10200
30	Oct 2020	10/22/20 New Egg UPS	14.48*			60 66000	350	10200
31	Oct 2020	10/22/20 Postage	0.46*			20 62000	315	10200
32	Oct 2020	10/22/20 Postage	0.04*			30 63000	315	10200
33	Oct 2020	10/22/20 Postage	0.70			40 64000	315	10200
34	Oct 2020	10/22/20 Postage	0.76			50 65000	315	10200
35	Oct 2020	10/22/20 Postage	0.04			60 66000	315	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 11/20

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
36	Oct 2020	10/22/20	Lowes, Rake, Stud, Conduit	215.11			40		64000	582		10200
37	Oct 2020	10/22/20	All State Utility Supply	47.84			40		64000	582		10200
38	Oct 2020	10/22/20	Big Creek, Plysawn	738.95*			30		63000	581		10200
39	Oct 2020	10/22/20	Big Creek, Plysawn	738.95*			40		64000	581		10200
40	Oct 2020	10/22/20	Big Creek, Plysawn	738.95*			50		65000	581		10200
41	Oct 2020	10/22/20	Big Creek, Plysawn	738.95*			60		66000	581		10200
42	Oct 2020	10/22/20	Lowes,Screw,Lath,FlexConduit	107.94*			30		63000	581		10200
43	Oct 2020	10/22/20	Lowes,Screw,Lath,FlexConduit	107.94*			40		64000	581		10200
44	Oct 2020	10/22/20	Lowes,Screw,Lath,FlexConduit	107.94*			50		65000	581		10200
45	Oct 2020	10/22/20	Lowes,Screw,Lath,FlexConduit	107.93*			60		66000	581		10200
46	Oct 2020	10/22/20	Lowes, Mag Power,Screws	68.38			40		64000	305		10200
47	Oct 2020	10/22/20	Lowes, Mag Power,Screws	68.38			50		65000	305		10200
48	Oct 2020	10/22/20	Big Creek, Platinum Screws	76.07			40		64000	305		10200
49	Oct 2020	10/22/20	Big Creek, Platinum Screws	76.07			50		65000	305		10200
50	Oct 2020	10/22/20	Amazon, Track Wheel	74.96			40		64000	582		10200
51	Oct 2020	10/22/20	ABPA Webinar	25.00			50		65000	386		10200
52	Oct 2020	10/22/20	Oreilly Auto Parts	54.93			40		64000	354		10200
53	Oct 2020	10/22/20	Oreilly Auto Parts	54.94			50		65000	354		10200
54	Oct 2020	10/22/20	Home Depot	100.42*			30		63000	581		10200
55	Oct 2020	10/22/20	Home Depot	100.42*			40		64000	581		10200
56	Oct 2020	10/22/20	Home Depot	100.42*			50		65000	581		10200
57	Oct 2020	10/22/20	Home Depot	100.42*			60		66000	581		10200
58	Oct 2020	10/22/20	Home Depot	3.85			50		65000	305		10200
59	Oct 2020	10/22/20	Golden Hill Fuel	23.12			40		64000	485		10200
60	Oct 2020	10/22/20	Enterprise Car Rental	189.18			40		64000	715		10200
61	Oct 2020	10/22/20	Shell Lodi	34.68			40		64000	485		10200
62	Oct 2020	10/22/20	Amazon Folding Table	12.33			20		62000	305		10200
63	Oct 2020	10/22/20	Amazon Folding Table	1.07			30		63000	305		10200
64	Oct 2020	10/22/20	Amazon Folding Table	18.76			40		64000	305		10200
65	Oct 2020	10/22/20	Amazon Folding Table	20.37			50		65000	305		10200
66	Oct 2020	10/22/20	Amazon Folding Table	1.09			60		66000	305		10200
67	Oct 2020	10/22/20	Fence Factory	20.20			40		64000	582		10200
68	Oct 2020	10/22/20	Fence Factory	-20.20			40		64000	582		10200
69	Oct 2020	10/22/20	Fence Factory	-20.20			40		64000	582		10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 11/20

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

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6283	18669S	301 US BANK	422.38					
1	Oct 2020-1	10/22/20 Big Five, Dome Tent (4)	129.26			20 62000	455	10200
2	Oct 2020-1	10/22/20 Dos Hermanos N Street Fire	136.00			20 62000	335	10200
3	Oct 2020-1	10/22/20 The Supply Sergeant Back P	142.12			20 62000	455	10200
4	Oct 2020-1	10/22/20 Adobe	3.45			20 62000	105	10200
5	Oct 2020-1	10/22/20 Adobe	0.30			30 63000	105	10200
6	Oct 2020-1	10/22/20 Adobe	5.25			40 64000	105	10200
7	Oct 2020-1	10/22/20 Adobe	5.70			50 65000	105	10200
8	Oct 2020-1	10/22/20 Adobe	0.30			60 66000	105	10200
		<b>Total for Vendor:</b>	<b>8,737.00</b>					
6297	18688S	327 VALLI INFORMATION SYSTEMS	695.86					
		Web Posting service for Oct						
1	62129	10/31/20 Web Posting, Postage	347.93			40 64000	315	10200
2	62129	10/31/20 Web Posting, Postage	347.93			50 65000	315	10200
		<b>Total for Vendor:</b>	<b>695.86</b>					
6298	18689S	511 VERIZON	90.12					
		Laptop 805-423-7591,805-591-9233,805-591-9352						
		Laptop 805-369-9703						
11/09/20 ~ 12/08/20								
1	9866568272	11/08/20 Tablets	20.04			20 62000	310	10200
2	9866568272	11/08/20 Tablets	35.04			40 64000	310	10200
3	9866568272	11/08/20 Tablets	35.04			50 65000	310	10200
		<b>Total for Vendor:</b>	<b>90.12</b>					
6266	18668S	317 WESTERN JANITOR SUPPLY INC	128.22					
1	178469	10/07/20 S/F BLCH Towel/Roll Towel	42.74			20 62000	305	10200
2	178469	10/07/20 S/F BLCH Towel/Roll Towel	42.74			40 64000	305	10200
3	178469	10/07/20 S/F BLCH Towel/Roll Towel	42.74			50 65000	305	10200
		<b>Total for Vendor:</b>	<b>128.22</b>					
6299	18690S	612 WEX BANK	432.02					
1	Truck #8600		0.00			20 62000	485	10200
2	Truck #8601		0.00			20 62000	485	10200
3	Truck #8630		0.00			20 62000	485	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Claim Details  
For the Accounting Period: 11/20

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
4	10/07/20	Truck #8632	100.15			40 64000	485	10200
5	10/07/20	Truck #8632	100.15			50 65000	485	10200
6		Truck #8634	0.00			40 64000	485	10200
7		Truck #8668	0.00			20 62000	485	10200
8	10/07/20	Truck #8696	231.72			20 62000	485	10200
<b>Total for Vendor:</b>			<b>432.02</b>					
<b># of Claims</b>			<b>81</b>	<b>Total:</b>				<b>112,720.71</b>

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SAN MIGUEL COMMUNITY SERVICES DISTRICT  
Fund Summary for Claims  
For the Accounting Period: 11/20

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---

<b>Fund/Account</b>	<b>Amount</b>
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$12,104.00
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$3,111.69
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$57,813.92
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$38,442.23
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$1,248.87
<b>Total:</b>	<b>\$112,720.71</b>



## San Miguel Community Services District

### Board of Directors Staff Report

December 17<sup>th</sup> 2020

**AGENDA ITEM: XI-2**

**SUBJECT:** Discuss disposition of District real property in the Mission Street Alley and authorize the General Manager and Director of Utilities to negotiate with a prospective buyer.

---

#### **RECOMMENDATION:**

Authorize, through consensus, the General Manager and Director of Utilities to negotiate the sale of real District Property in the Mission Street alley.

---

#### **BACKGROUND:**

The Director of Utilities was approached by an interested party to purchase District-owned real property in the Mission Street Alley. The approximate 25 foot by 33-foot parcel (021-261-017) is in the Mission street Alley between 12<sup>th</sup> and 13<sup>th</sup> street.

This parcel once had a water well on it which has been removed long ago.

Authorization of negotiators is the first step in the disposition of this property. As negotiations progress information will be brought to the Board for consideration prior to final sale approval.

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#### **FISCAL IMPACT:**

If authorized to move forward appraisal and legal fees may be incurred prior to returning to the Board for approval of the sale.

PREPARED BY:

*Kelly Dodds*

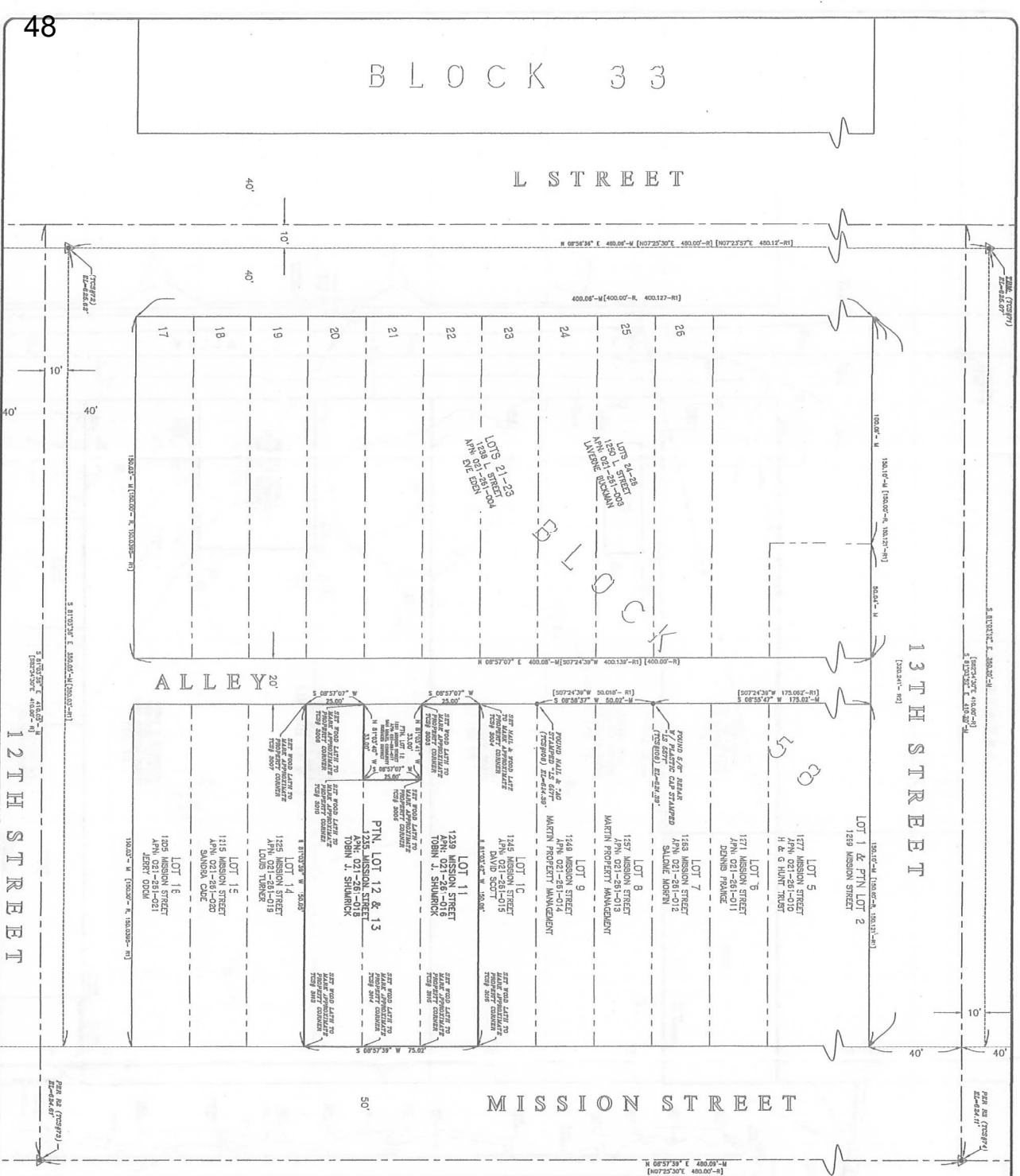
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Kelly Dodds  
Director of Utilities

# BLOCK 33

## L STREET

## 13TH STREET



### LEGAL DESCRIPTION

LOTS 1, 2, AND 4 PORTION OF BLOCK 33, AS PLAT IN BOOK 3, PAGE 55, OF MAPS IN THE COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA.

### BASIS OF BEARINGS

THE BEARINGS AND MEASUREMENTS FROM THE MAIN AND SOUTHERLY ARE BASED ON THE 1822 MERRILL AND SOUTHERLY PLAT FOR THIS SITE AS SHOWN ON THE 1822 MERRILL AND SOUTHERLY PLAT AS BEARING RECORD.

### NOTES

1. A THEODOLITE SURVEY AND A RECONSTRUCTED SURVEY WERE MADE.
2. ANY POSSIBLE BOUNDARY ALLEGATIONS OR DISCREPANCIES ARE NOT TO BE TAKEN INTO CONSIDERATION.
3. UNDERSTANDING THAT THE PROPERTY IS NOT TO BE USED FOR ANY OTHER PURPOSE THAN THAT FOR WHICH IT WAS DESIGNED OR INTENDED FOR USE.
4. APPROXIMATE UNDERGROUND UTILITY SERVICE LINES TO THE PROPERTY LOCATIONS, SIZE, DEPTH, CHARACTER AND CATEGORY, CONTACT UTILITY OWNERS.
5. YIELD SURVEY PERFORMED 08/01/2020.
6. PROPERTY OWNERS: TONY J. SHUBERT.
7. SITE ADDRESS: 1245 S. MISSION STREET, SAN JOAQUIN, CA 95230.
8. RECONSTRUCTED INFORMATION SHOWN IS RECORD FROM:

RECORDED DATA FROM 1945-52 (1945)  
 RECORDED DATA FROM 1953-59 (1953)  
 RECORDED DATA FROM 1960-69 (1960)  
 RECORDED DATA FROM 1970-79 (1970)  
 RECORDED DATA FROM 1980-89 (1980)  
 RECORDED DATA FROM 1990-99 (1990)  
 RECORDED DATA FROM 2000-09 (2000)  
 RECORDED DATA FROM 2010-19 (2010)  
 RECORDED DATA FROM 2020-29 (2020)

### SURVEYOR'S STATEMENT

I, TONY J. SHUBERT, a duly licensed Professional Surveyor, State of California, No. 17265, do hereby certify that I have personally supervised and performed the above described survey, and that the facts stated herein are true and correct to the best of my knowledge and belief, and that I am not aware of any facts or circumstances which would render the above statements fraudulent, false or misleading.



**TWIN CITIES SURVEYING INC.**  
 815-C MAIN STREET / P.O. BOX 2727  
 TWIN FALLS, IDAHO 83403 / FAX (208) 733-7777  
 DOMINO, IDAHO 83403 / FAX (208) 733-7777  
 720-7200 ACADEMY STREET / TWIN FALLS, IDAHO 83403  
 TEL: (208) 733-7777 / FAX: (208) 733-7777  
 TONY J. SHUBERT, LICENSE NO. 17265







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

December 17, 2020

**AGENDA ITEM: XI-3**

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

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

---

**Background:**

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

**Followup:**

Assistant Chief Scott Young meet with the property owner/representative Scott Keller on October 13, 2020, onsite to discuss to possibility of leasing the property.

Mr. Keller responded to the request for a lease with an offer of \$400.00 per month for the 4- lots to the South of the Fire Station including the easement between the 4- lots, the Fire Station & the Railroad easement to the East of the Fire Station.

Terms of the agreement shall commence at the time of construction commencement, and continue for 3 years with 2- one-year extensions.

**STAFF RECOMMENDATION.**

Proceed with an RFP / bid process for the procurement and installation of a double-wide mobile home, including the required permit documents.

**FISCAL IMPACT:**

None currently, other than Staff time to prepare, circulate and receive information related to the bidding process.

**PREPARED BY: Scott Young**

**APPROVED BY: Rob Roberson**