



BOARD OF DIRECTORS

Ashley Sangster, President
Ward Roney, Director

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

REGULAR MEETING AGENDA 6:30 P.M. Closed Session 7:00 P.M. Opened Session SMCSD Boardroom 01-28-2021

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

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

PUBLIC RECORD

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

Please see: www.sanmiguelcsd.org

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

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

Public Comment: please see notice.

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 SMCSO Boardroom on the fourth Thursday of each month at 7:00 P.M. Agendas are also posted at: www.sanmiguelcsd.org

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

I. Call to Order: 6:30 PM

II. Pledge of Allegiance:

III. Roll Call: *Sangster* ___ *Kalvans* ___ *Roney* ___ *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-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. Project information on the Machado Wastewater Facility Expansion (Dr. Reely)

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|----|----------------------------------|-----------------|
| 1. | San Luis Obispo County | No Report |
| 2. | Camp Roberts—Army National Guard | 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. **Review and Approve Board Meeting Minutes**
 - a) 12-17-2020 Special Board Meeting
 - b) 01-07-2021 GSA Board Meeting
 - c) 01-07-2021 2nd Strategic Planning Informal Work Session

2. **Approving RESOLUTION 2021-01, assignment of banking powers for Anthony Kalvans, Ashley Sangster, Hector Palafox, Raynette Gregory, and Ward Roney for District Bank accounts.**

XI. BOARD ACTION ITEMS:

1. **Review, Discuss, Receive and File the Enumeration of Financial Report for November 2020**
(Freeman) - Tabled Dec 2020
 - 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, Discuss, Receive and File the Enumeration of Financial Report for December 2020

(Freeman)

- F. Claims Detail Report
- G. Statement of Revenue Budget vs Actuals
- H. Rev Budget vs Actual Summary
- I. Statement of Expenditures Budget vs Actual
- J. Cash Report

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

M_____ S_____ V_____

3. Review and approve Resolution 2021-02 approving budget adjustments to the Fiscal year 2020-2021 approved budget. (Roberson)

Recommendation: Approve resolution 2021-02 authorizing proposed Midyear Budget adjustments to the approved FY 2020-21 budget

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

M_____ S_____ V_____

4. Review and improve hiring of a Field Operator at step 2 of the approved pay scale. (Dodds)

Recommendation: Authorize the Director of Utilities to offer step 2 of the approved pay scale to the applicant for Field Operator.

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

M_____ S_____ V_____

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

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

Public Comments: (Hear public comments)

6. Review and provide direction to staff on question proposed at the strategic planning session.

Recommendation: Discuss and provide direction to staff.

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

XII. BOARD COMMENT:

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

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

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

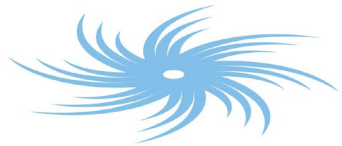
I, Tamara Parent, Board Clerk/Accounts Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSD office on January 22, 2021.

Date: January 22, 2021

Rob Roberson Rob Roberson, Fire Chief/Interim General Manager

Ashley Sangster, SMCSD Board President

Tamara Parent Board Clerk/ Accounts Manager



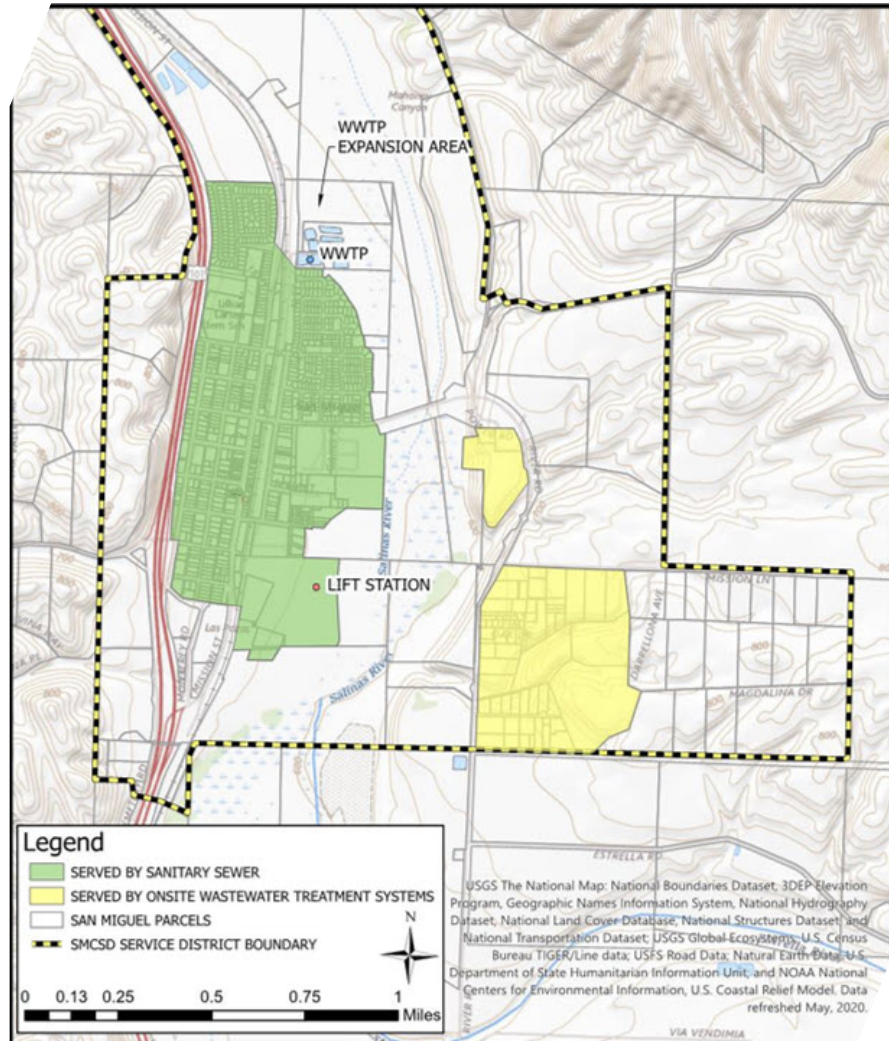
MONSOON CONSULTANTS

CIVIL ENGINEERING / HYDROLOGY

MACHADO WASTEWATER TREATMENT FACILITY

PROJECT STATUS UPDATE

January 28, 2021



SANITARY SEWER SERVICE AREA OF SERVICE

WASTEWATER FLOW SCENARIO	EXISTING CONDITIONS
	FLOW (MGAL/DAY)
Average Daily Flow (ADF)	0.150
Maximum Day Dry Weather Flow (MDDWF)	0.188
Maximum Day Wet Weather Flow (MDWWF)	0.225
Peak Hour Wet Weather Flow (PHWWF)	0.525
Estimated Population Served	2621
Estimated Number of Sewer Connections	782

WASTEWATER FLOW SCENARIO	EXISTING CONDITIONS
	FLOW PER CONNECTION (GPD)
Average Daily Flow (ADF)	192
Maximum Day Dry Weather Flow (MDDWF)	240
Maximum Day Wet Weather Flow (MDWWF)	288
Peak Hour Wet Weather Flow (PHWWF)	671

EXISTING FLOW CONDITIONS

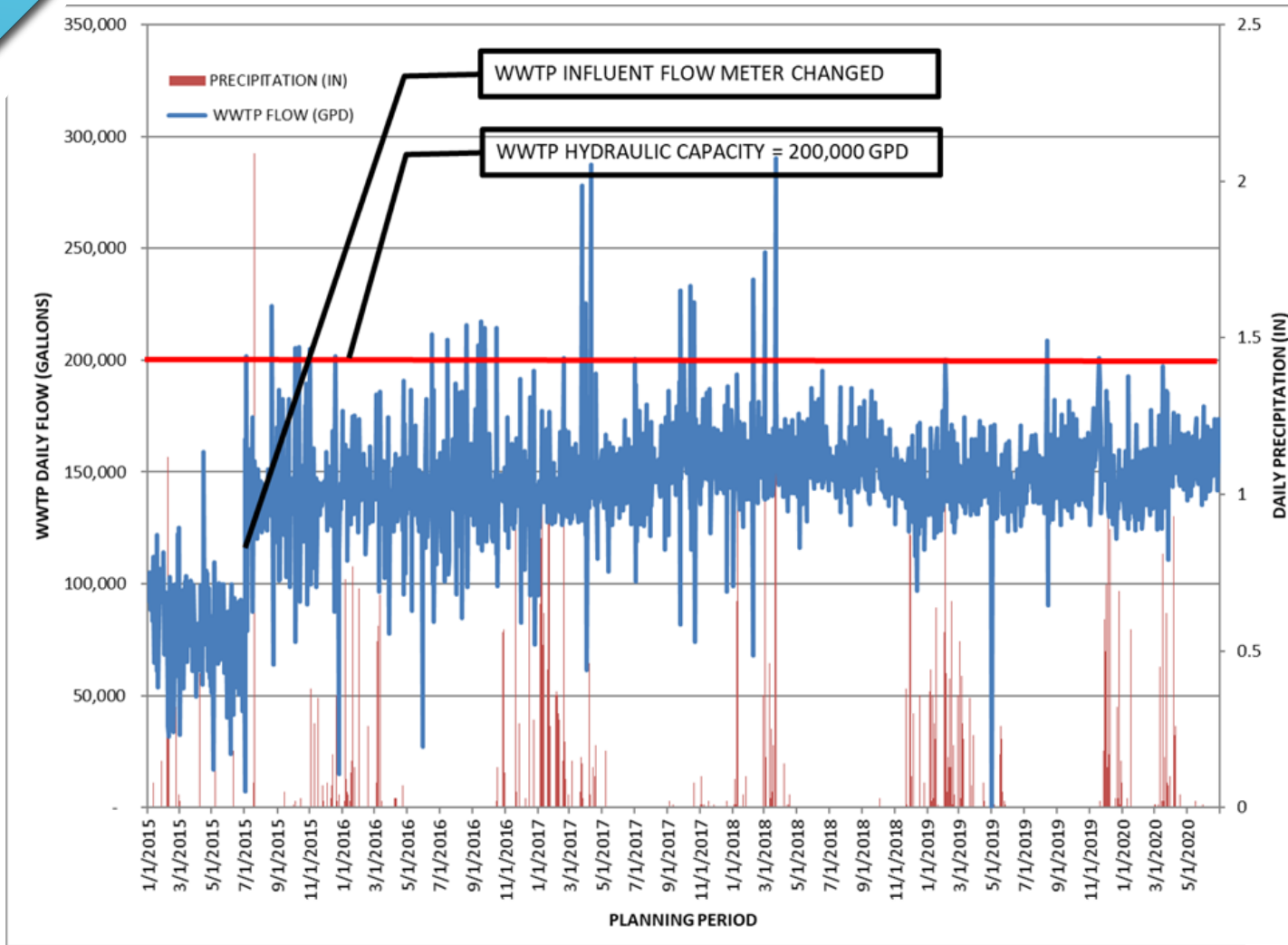


EXISTING WWTP CONFIGURATION

System Component and Sub-Components	Year Constructed*	Year Renovated or Expanded*	Year Removed from Service
Headworks	N/A	N/A	N/A
2 each Aerated Treatment Ponds (Stage 1)	2000	N/A	N/A
20 hp Aerator Pump	2000	N/A	N/A
25 hp Aerator pump	2000	2020	N/A
1 each Aerated Treatment Ponds (Stage 2)	1985	2000	N/A
7.5 hp Aerator pump	1985	2014	N/A
1 each Aerated Treatment Ponds (Stage 3)	1985	2000	N/A
7.5 hp Aerator pump	1985	1995	N/A
3 each Percolation Ponds	1985	2 of 3 in 2008	N/A
Lift Station	1985	N/A	N/A
Plant Electrical and Controls	1985	2000	N/A
Maintenance/Shop Facility	2006	2008	N/A

*Dates are approximate

EXISTING WWTP ELEMENTS



WWTP HISTORIC FLOWS

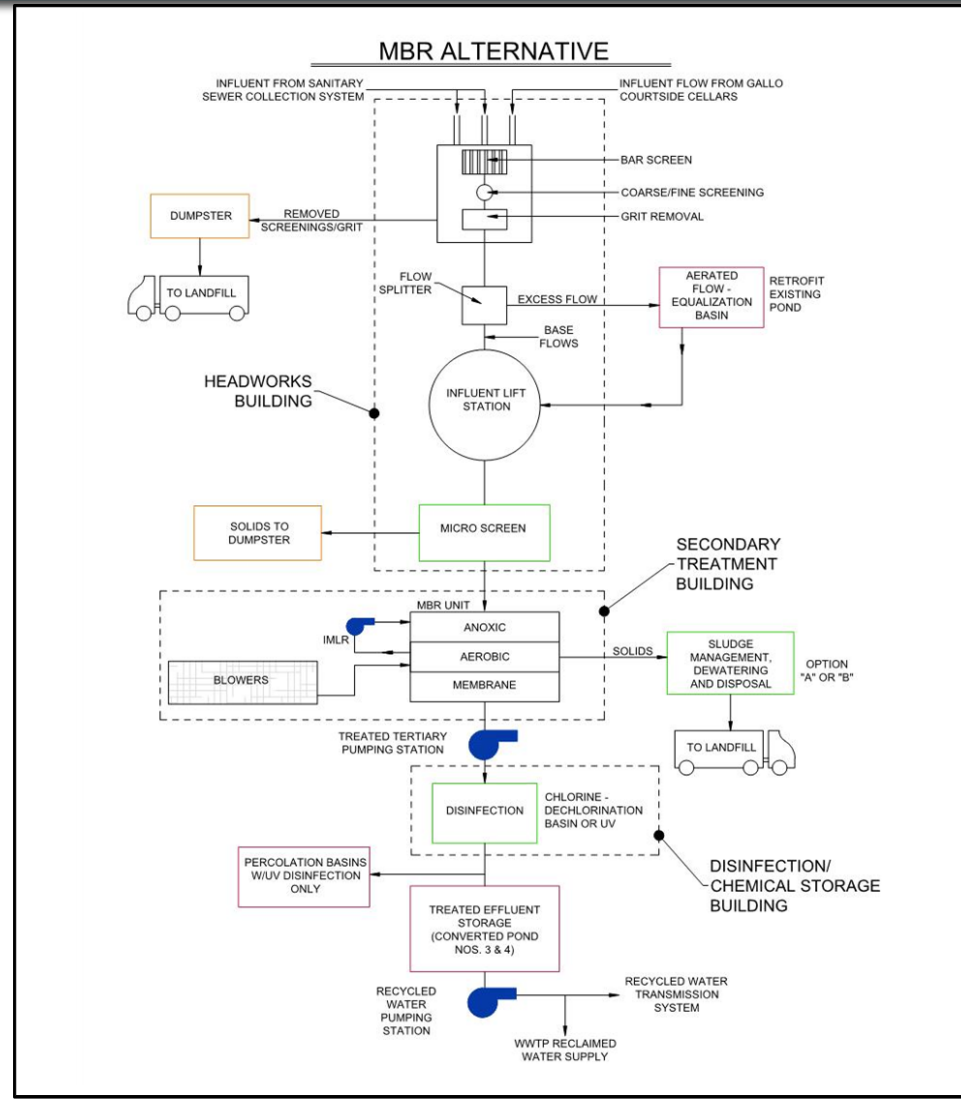
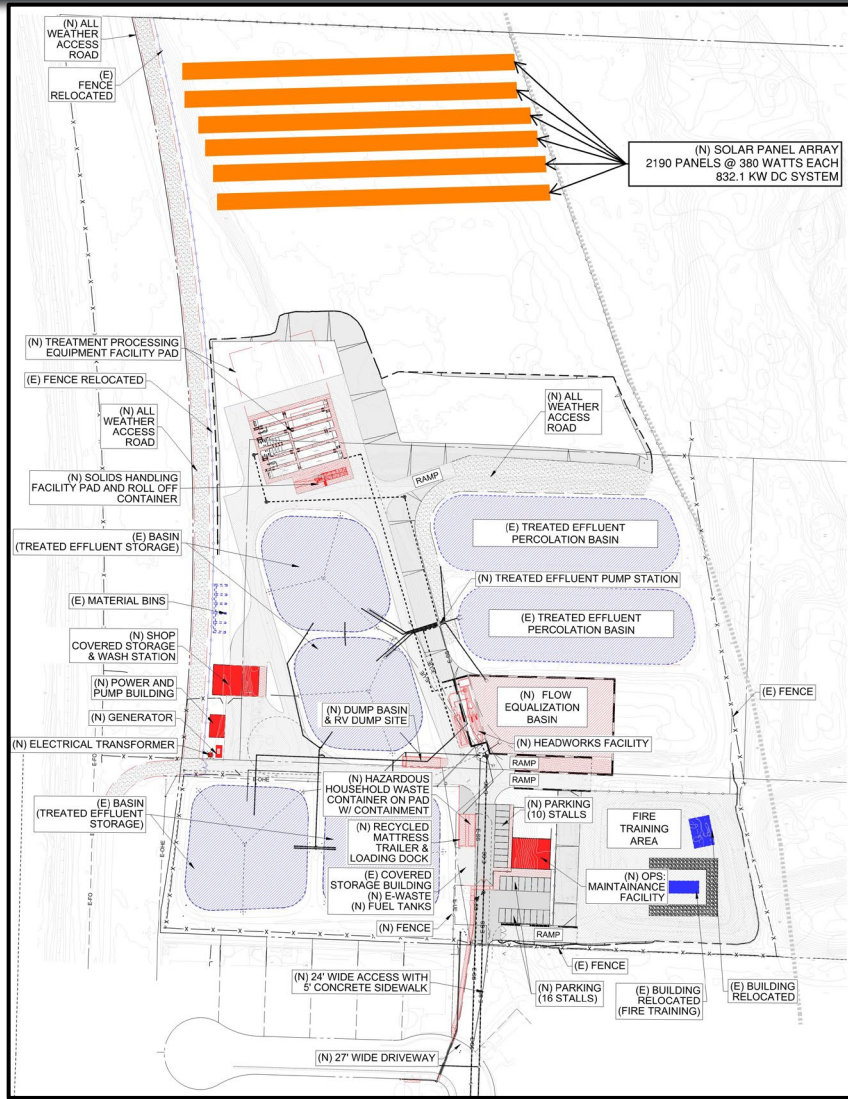
Year	Total Population	Percent Increase ¹	Annual Growth Rate (CAGR) ²
1990	1,123	----	----
2000	1,420	26%	2.4%
2010 ³	2,336	65%	5.1%
2035	3,658	57%	1.8%

A supplemental analysis was performed by Monsoon in collaboration with SMCS D staff, based on the development probability of parcels that could be serviced by SMCS D water and/or wastewater utilities in the future. Based on the results of this analysis, the SMCS D could be servicing a population of 5,331 by 2035, 5,720 by 2040, and 6,574 by 2050. After 2050, San Miguel could expand to a population of 11,793, however, the District is not planning infrastructure improvements in anticipation of this post-2050 growth.

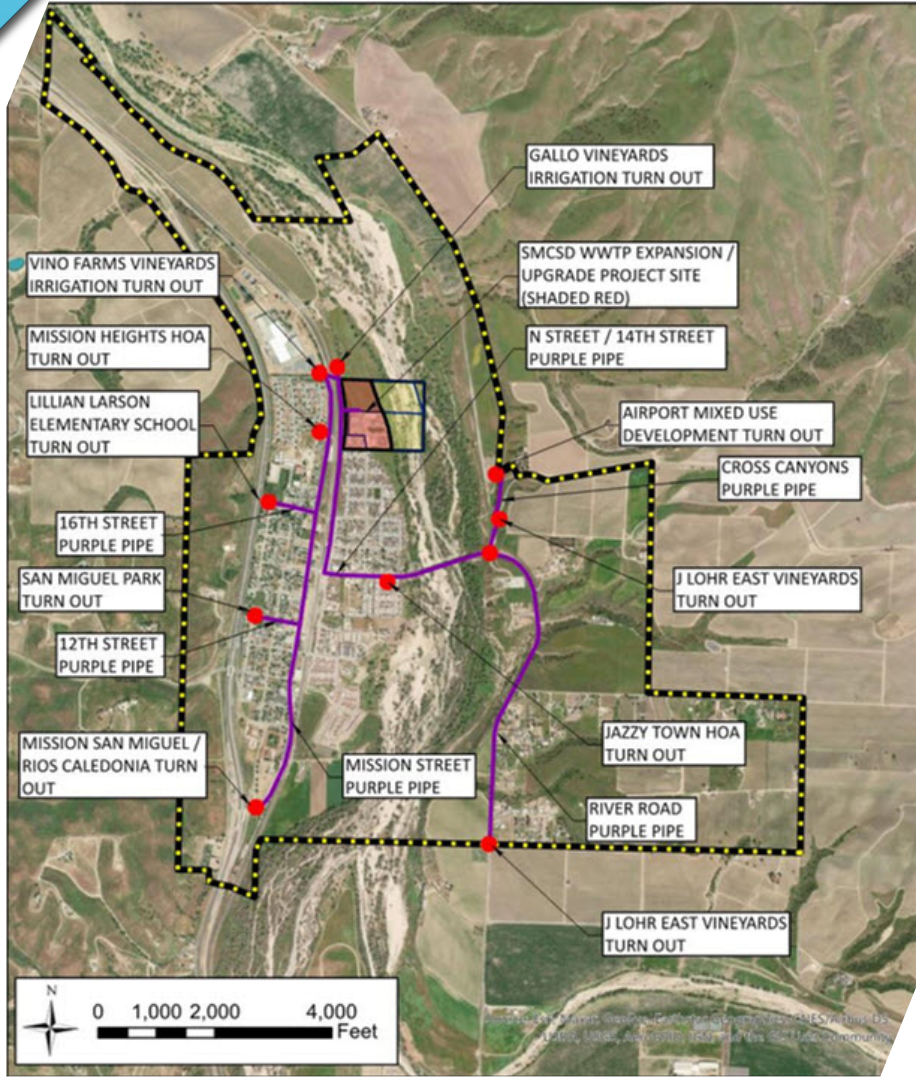
POPULATION GROWTH PROJECTIONS

Flow Condition	Peaking Factor	Existing Flow (MGD)	Projected Flow (MGD)			
			2025	2035	2040	2050
Average Daily Flow (ADF)	--	0.150	0.258	0.346	0.372	0.427
Maximum Day Dry Weather Flow (MDDWF)	1.25	0.188	0.323	0.433	0.465	0.534
Maximum Day Wet Weather Flow (MDWWF)	1.5	0.225	0.387	0.520	0.558	0.641
Peak Hour Wet Weather Flow (PHWWF)	3.5	0.525	0.903	1.213	1.301	1.495
Estimated Population Served	--	2620	3970	5330	5720	6570
Estimated Number of Sewer Connections	--	782	1170	1480	1600	1840
Annual Discharge (AC-FT)	--	170	290	390	420	480
Annual Discharge (AC-FT) w/ Courtside Cellars Wastewater	--	210	330	430	460	520
¹ Projected ADF, population increase, and sewer connections are based on the 2020 SMCSO Water & Wastewater Masterplan Update.						
² It should be noted that the peaking factor for computing the MDWWF for future conditions was reduced from 4.0 to 3.5. Scenarios after 2035 include flows from existing properties in the SLT, which currently utilize onsite wastewater treatment systems.						
³ The current per capita wastewater flow is approximately 57 GPCD. The projected system flow is based upon a value of 65 GPCD.						
⁴ The projected treatment system design life expectancy is estimated to be 30 years.						

WWTP FUTURE FLOW PROJECTIONS



FUTURE WWTF CONFIGURATION



FUTURE PURPLE PIPE RECYCLED WATER SYSTEM

PROJECT MILESTONE	ESTIMATED START DATE	ESTIMATED COMPLETION DATE
Update District Water & Wastewater Masterplan to include WWTP Expansion & Renovation	19-Jun-17	17-Nov-17
Receive Notification from Central Coast Regional Waterboard that WWTP Expansion & Upgrade is Required	18-Jun-18	18-Jun-18
Complete Water & Wastewater Rate Study	15-Dec-16	27-Jul-18
Acquisition of Land for WWTP Expansion & Upgrade	14-Dec-17	23-Apr-18
Implement Proposition 218 Process	6-Apr-18	24-May-18
District Board Adopts Water & Wastewater Rate Increase	27-Jul-18	27-Jul-18
Complete WWTP Expansion & Upgrade Engineering Study	27-Sep-18	31-Oct-20
Complete Preliminary Engineering & Design Development for WWTP	19-Apr-19	31-Dec-20
Initiate Project Construction Financing Activities / Submit Applications to Funding Agencies	1-Feb-20	1-Jun-21
Complete Environmental (CEQA & NEPA) Review	27-Feb-20	31-Jan-21
Selection of Final WWTP Expansion & Upgrade Configuration and Process Equipment Vendors	1-Mar-20	1-Apr-21
Complete Final Design, Construction, Bidding & Contract Documents	1-Jun-20	30-Apr-21
Complete and Submit Required Permit Applications to Appropriate Agencies	1-Oct-20	31-May-21
Secure Required Permits to Construct	1-Apr-21	30-Jun-21
Secure Funding for Construction	1-Sep-20	30-Jun-21
Secure Permanent Project Financing	1-Apr-21	30-Nov-21
Advertise Project Solicitation for Bids & Award Construction Contract	1-Jun-21	31-Jan-22
Project Construction - Phase 1	1-Jul-21	31-Dec-21
Project Construction - Phase 2	1-Jan-22	30-Apr-22
Project Construction - Phase 3 (Phase 3 based on population growth rates)	TBD	TBD
Project Construction - District Force Account	1-Jan-21	30-Apr-22
Final Project Completion, Contract Close-Out & Project Acceptance	1-May-22	30-Jun-22

PROJECT SCHEDULE

SAN MIGUEL WWTP RENOVATION & EXPANSION CAPITAL COST - SUMMARY		
PROJECT PHASE	DESCRIPTION OF PRIMARY IMPROVEMENTS	ESTIMATED CAPITAL COST
1	General site development, grading, new plant entrance & staff / visitor parking, yard piping, operations / administration facility, electrical & controls Facility, headworks, MBR pre-engineered treatment plant, biosolids handling facility, treated effluent pumping station	\$9,753,145
2	Pave interior access roads, septage & RV dump station, mattress recycling station, shop & equipment storage facility	\$1,011,633
3	Expand MBR pre-engineered treatment plant to 0.50 MGD, construct enclosure for MBR & solids handling equipment, construct recycled water (purple pipe) distribution infrastructure	\$4,475,000
DISTRICT FORCE ACCOUNT WORK	Site perimeter & interior security fencing, upgrade WWTP fueling station, site landscaping, stormwater drainage & erosion control facilities, misc. site improvements, relocate existing metal buildings, on-site recycled water distribution & fire protection system.	\$169,170
	TOTAL ESTIMATED CONSTRUCTION COST	\$15,408,948

CAPITAL COST ESTIMATE

Project Cost Estimate- MBR Alternative	
Item	Amount
SMCSD Expansion Property	\$239,000.00
Property Purchase / Lease Agreement UPRR*	\$150,000.00
Easement Acquisition / Right of Way / Water Rights Agreements	N/A
Bond Counsel/Legal Counsel/Interim Financing Expense	\$20,000.00
Environmental Report Services (CEQA/NEPA)	\$100,000.00
Engineering Services	Subtotal
<u>Exhibit A</u>	
A1.01 Study and Report Phase	\$175,000.00
A1.02/3 Design Phase	\$300,000.00
A1.04 Bidding Negotiating Phase	\$10,000.00
A1.05 Construction Phase	\$25,000.00
A1.06 Post Construction Phase	\$10,000.00
<u>Exhibit D</u>	
D1.01 Residential Project Representative	\$50,000.00
Total- Engineering Services	\$570,000.00
Owner Direct Procurement Agreements	Subtotal
Materials Testing Lab and Special Inspection (const. phase)	\$50,000.00
Electrical Power/Natural Gas Service Fee for New Connection	\$25,000.00
Permits	\$25,000.00
Other	N/A
Total- Direct Procurement	\$100,000.00
Construction Contract (see Table 6.4)	(Phases 1 & 2 Only) \$10,764,778.00
Contingency (10%)	\$1,076,478.00
Total Estimated Project Cost	\$11,841,256.00

*N Street entrance option

PROJECT COST ESTIMATE

- ¹⁹ PROP 1 IRWM DAC INVOLVEMENT GRANT (AWARDED): \$177,750 (Used for Planning & Preliminary Engineering Studies)
- CLEAN WATER STATE REVOLVING FUND PLANNING GRANT (AWARDED): \$250,000 (Used for Environmental CEQA/NEPA Studies and Project Planning & Design Development)
- DWR SMALL COMMUNITY WASTEWATER FUNDING PROGRAM: \$14,500,000 (Pre-Application Package Submitted)
- PROP 68 ROUND 1 GSP IMPLEMENTATION GRANT: \$5,000,000 (Grant Application Submitted)
- USDA RURAL UTILITIES SERVICES GRANT / LOAN: \$ Amount TBD (Engineering Report Submitted / Application Pending Completion of NEPA / CEQA Findings)
- Community Development Block Grant (CDBG): \$600,000 (District applied for 2020 and 2021 Funding Cycles but Unsuccessful. Planning to submit for 2022 Funding Cycle.

PROJECT FUNDING SOURCES

**MONSOON CONSULTANTS**

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

SAN MIGUEL COMMUNITY SERVICES DISTRICT

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

BOARD OF DIRECTORS

Ashley Sangster, President
Anthony Kalvans, Vice President
Hector Palafox
Raynette Gregory
Ward Roney

Re: DISTRICT ENGINEER REPORT - JANUARY 2021

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 6.6 MGAL (8,856 CCF) of water during the month of December 2020. This represents a decrease of approximately 9.6% from the prior month. Compared to 1-year ago, the volume of water produced in December 2019 was approximately 5.8 MGAL, which represents an increased production of 15.3%. There are no significant problems with the District's infrastructure at the time this report was prepared.

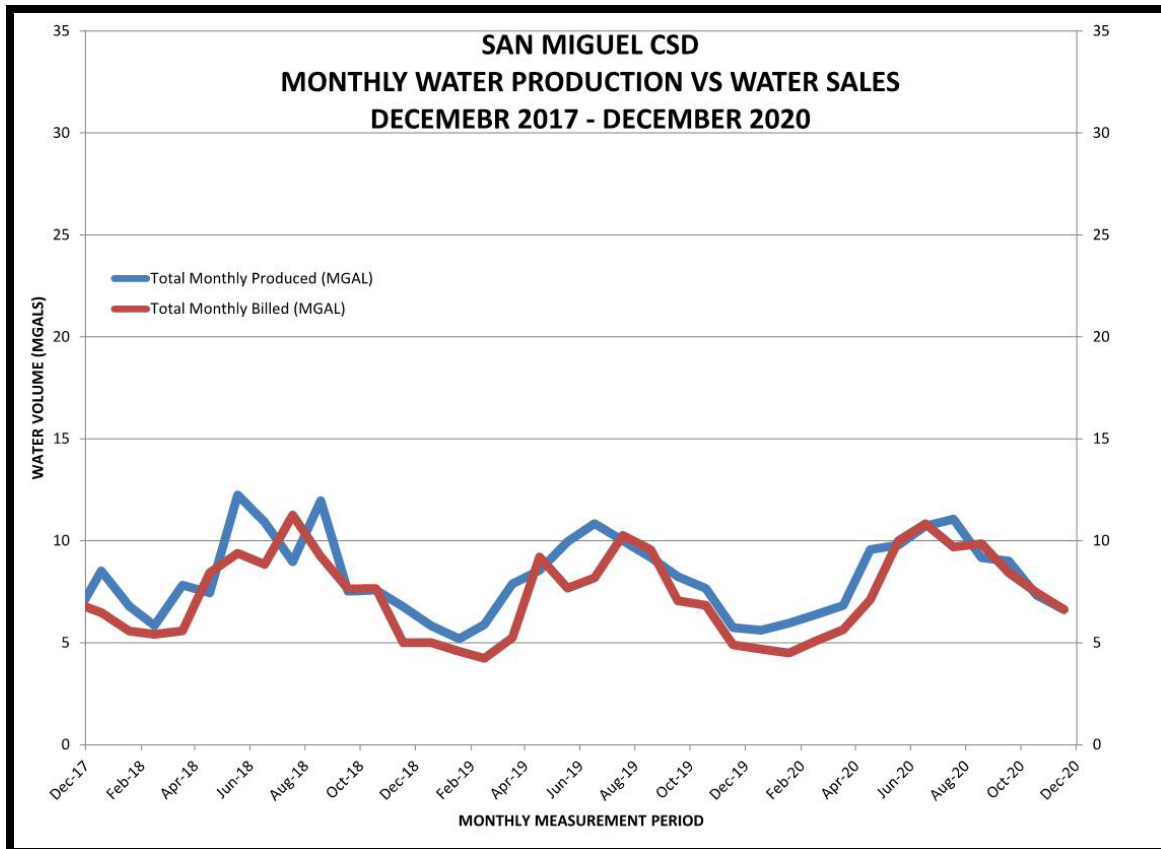
MEETING PARTICIPATION

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 SMCSD staff are not included):

1. January 6, 2021: 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 2nd Annual Report.
2. January 11, 2021: The DE participated in a ZOOM meeting with Paso Robles GW Basin GSA Cooperative Committee staff to discuss the proposed agenda items for the January 27, 2021 GSA Cooperative Committee meeting.

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. A DRAFT CEQA/NEPA Environmental Document is currently scheduled to be delivered in January 2021.

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.

In early January 2021, the District submitted an application to the DWR for Prop 68 GSP Implementation Round 1 grant funding for the amount of \$5,000,000. The DRAFT list of funded projects is scheduled to be released in March 2021 with final awards to occur in May 2021.

2. 10th & 11th Street Waterline Replacement Project: Raminha Construction, Inc. initiated work on this project in November 2020. The project is scheduled to be completed by March 9, 2021.

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

As mentioned above, the District submitted an application to the California Department of Water Resources for the amount of \$5,000,000 to obtain a grant under the 2019 Sustainable Groundwater Management (SGM) Grant Program Implementation – Round 1 for the upgrade and expansion of the District's Machado Wastewater Treatment

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

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

January 20, 2020
Date



San Miguel Community Services District

UTILITY STATUS REPORT

12-12-2020 Thru 1-21-2021

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: 1 This calendar year: 6

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

- Water main break behind Dollar General, found on 12/23 and repaired 12/26.

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:

- On 1/16 a vehicle ran thru the planter bed in front of 1383 Mission street damaging the irrigation and plants, as well as destroying 2 picnic benches that were there. The irrigation has been repaired and the plants will be replaced as needed.

Solid Waste:

Mattress recycling

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

E-Waste collection

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

Working with IWMA on Household Hazardous waste collection in San Miguel

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)

- 10th and 11th 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 10th and 11th street have been bored and installed.
 - New line along Mission has been installed and connections to existing mains have been made.
 - The jack and bore operation under the railroad track is underway and should be completed by the Board meeting.
 - Three change orders have been issued to accommodate existing conditions that were unknown at the time of plan development and 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:

<u>2018</u>	<u>9"</u>
<u>2019</u>	<u>12.5"</u>
<u>11/7-8</u>	<u>.25"</u>
<u>12/27</u>	<u>.25"</u>
<u>2020</u>	<u>.50"</u>
<u>2021</u>	

Kelly Dodds

Kelly Dodds

Director of Utilities

Date: January 21, 2021

San Miguel Community Services District Board of Directors Meeting



Staff Report

January 28th, 2021

AGENDA ITEM: IX 8

SUBJECT: Fire Chief & Asst Fire Chief Report for December 2020

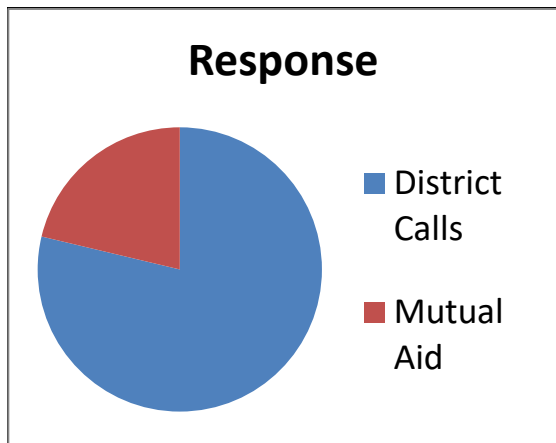
STAFF RECOMMENDATION: Receive and File Monthly Reports for the Fire Department

INCIDENT RESPONSE:

- Total Incidents for December 2020 **33**
- Average Calls for per 12 Months in 2020 27.4
- Total calls for the year to date **329**

Emergency Response Man Hours in December = 105	Total	1088
Stand-By Man Hours for December = 21		<u>328</u>
	Total hr.	1,416

Emergency Response Man Hours = 3.1 hr.	Per call for December	3.3
Stand-By Average per Call = .63	Per call for, December	1
		Per call for the year



December YTD		
District calls	29=87%	259= 78%
Mutual aid calls	4=12%	70= 21%
Assist Camp Roberts		13 = 4%

Fire Department Financial overview

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 = **\$630,862.80**

November / 2020

Beginning - **\$630,862.80**
 Received - \$73,282.72 = \$704,145.52
 Transferred in \$10,756.53 = \$714,902.05
 Disbursed- \$40,853.81 = \$674,048.24
 Transferred Out- \$24,047.88 = **\$650,764.36**

December /2020

Beginning - **\$650,764.36**
 Received - \$88,667.71 = \$739,432.07
 Transferred in \$20,563.96 = \$759,996.03
 Disbursed- \$27,383.72 = 732,612.31
 Transferred Out- \$34,507.68 = **\$698,104.63**

Equipment:

- E8696 was serviced and replaced the air filter.
- C 8601 Had an electrical light issue repaired, fuses replaced wiring redone.
- P8651 Needed the turbo cleaned and filters changed.
- All equipment is in service.

Activities:

- Actively working within the COIVD standards
- We are back to training in person using COVID precautions.

December 2020

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

January 2021

Date Subject matter

5 Station Christmas Cleanup

12 Equipment checks.

19 Fire Behavior

26 Association Meeting

Date

Other activities

Time

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
6 Month Total												1348.3	330	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
6 Month Total												4743.8	366	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	471	0	4177	728	5.1
E-8687/68	128	46.1	27	29	91	23	252	30	64	13.3	53	20	460	86.3	3.6
P-8651	37	10	1049	153	149	18	169	12	173	0	385	58	1962	251	7.3
6 Month Total												6599	1066	6.2	
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	0	103	0	884.8	80.8	11.3
C-8601	322	0	314	11	347	14	356	21	275	15	315	18	1929	250	9.5
C-8600	330	21.6	325	0	0	0	231	0	416	16.1	539	43	1841	238	7.7
6 Month Total												4654.8	569	8.2	

New Engine
Old Engine

YTD 2020 Total	mi.	gal.	Avg. MPG
Diesel	7947.3	1396	5.7
Gas	9398.6	935	10.1

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	2	4	1	1	0	0	1	2	3	1	1	1	2	3	0	1	0	5	4	2	2	0	2	40	12%
Monday	1	3	1	3	1	1	2	2	1	0	1	4	2	2	2	2	7	3	2	3	2	4	1	2	52	16%
Tuesday	1	1	0	0	0	0	1	0	1	0	5	2	3	3	2	5	5	2	2	3	1	1	1	3	42	12%
Wednesday	2	2	2	1	0	2	0	0	2	1	2	2	5	4	5	4	3	3	4	3	0	2	1	0	50	15%
Thursday	2	1	0	0	2	0	0	3	1	0	3	4	2	4	2	0	2	5	2	1	3	2	1	1	41	12%
Friday	1	0	3	0	3	0	3	2	2	1	3	3	0	3	1	1	5	4	2	1	2	2	1	5	48	14%
Saturday	1	3	1	1	1	1	2	0	1	6	2	4	3	4	1	3	3	5	4	2	4	0	3	56	17%	
Hour Total	10	12	11	6	8	4	7	10	9	6	21	18	17	21	19	13	26	20	22	19	12	17	5	16	329	
	3%	3%	3%	1%	2%	1%	2%	3%	2%	1%	6%	5%	5%	6%	5%	3%	7%	6%	6%	5%	3%	5%	1%	4%		

Total calls during CSD Work Hours 97 29%

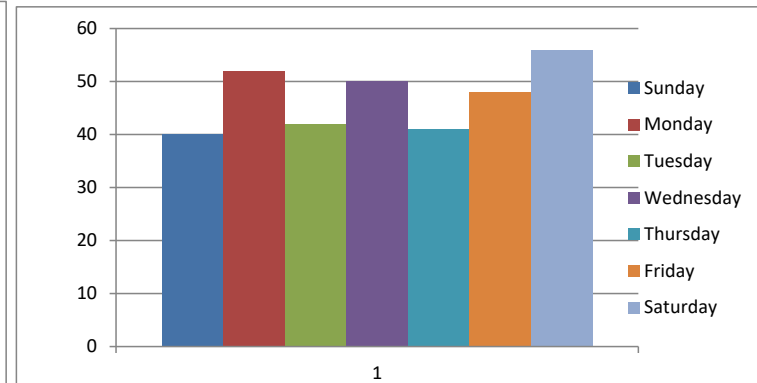
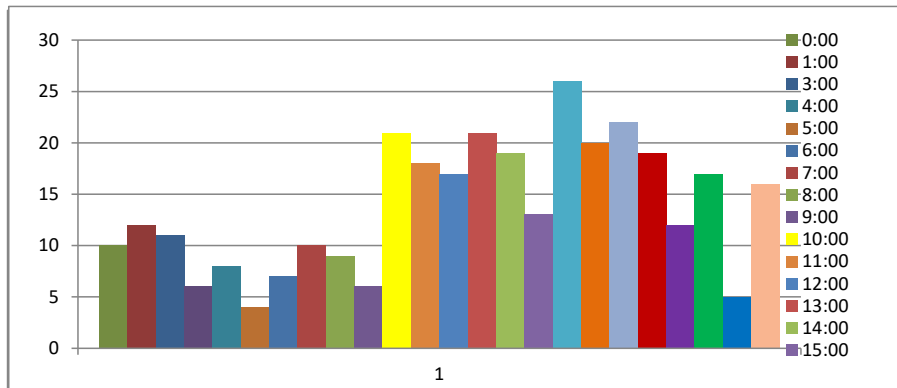
Total calls during Off time and weekends 232 70%

8am to 8pm 63 19%

After Hours calls 22:00 to 06:00 72 22%

Total Weekend Calls 96 29%

Total Calls Monday thru Friday 233 70%





	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	0	8	11
Vehicle Fires	0	0	0	0	0	0	0	1	1	0	0	2	0	0	0	0	0	0	0	1	0	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	1	0	2	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	1	0	9	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	2	0	9	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	4	0	18	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	21	4	190	38	
Call TOTALS	21	5	24	1	14	2	16	4	23	1	26	17	26	9	15	10	22	6	21	6	22	5	29	4	259	70	
	26		25		16		20		24		43		35		25		28		27		27		33		329		
<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		52	
Camp Bob Asst.	0		0		0		0		1		6		2		2		1		0		0		1			13	
Average Calls Per	<i>Month</i>		25.6	<i>Day</i>	0.8	<i>SLO Co. MA</i>						50	<i>Montrey Co. MA</i>						2	<i>CPR TOTAL</i>						1	

San Miguel Fire Department

San Miguel, CA

This report was generated on 1/20/2021 3:09:58 PM



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: 12/01/2020 | End Date: 12/31/2020

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Young, Scott P					
12/01/2020 08:30:00	12/01/2020 22:00:00	DAYBOOK	SMF 1		13.50
12/01/2020 18:00:00	12/01/2020 22:00:00	DAYBOOK		EMS : EMS Lead Instructor:	4.00
12/02/2020 08:00:00	12/02/2020 08:30:00	DAYBOOK	8601	Fire suppression system inspection at Manny's Pizza. Suppression system passed, HVAC interlock, and gas shut off failed. 30 day correction granted.	0.50
12/02/2020 08:30:00	12/02/2020 16:30:00	DAYBOOK	SMF 1		8.00
12/03/2020 08:30:00	12/04/2020 08:30:00	DAYBOOK	SMF 1		24.00
12/03/2020 09:00:00	12/03/2020 11:00:00	DAYBOOK	SMF 1		2.00
12/03/2020 11:00:00	12/03/2020 11:30:00	DAYBOOK	SMF 1	Meeting wit Director Kalvans regarding GIS & LAFCO	0.50
12/03/2020 11:45:00	12/03/2020 12:00:00	DAYBOOK	SMF 1	Follow up with APEX Fire Protection regarding 1425 Mission Street.	0.25
12/03/2020 13:30:00	12/03/2020 13:30:00	DAYBOOK	SMF 1	Sent email to Nick Buckley regarding code enforcement for undocumented mobile homes	0.00
12/06/2020 08:30:00	12/07/2020 08:30:00	DAYBOOK	8601		24.00
12/07/2020 08:30:00	12/08/2020 08:30:00	DAYBOOK	SMF 1		24.00
12/08/2020 08:30:00	12/09/2020 08:30:00	DAYBOOK	SMF 1		24.00
12/08/2020 10:45:00	12/08/2020 10:45:00	DAYBOOK	SMF 1	Sent compliant to Nick Buckley, San Luis Code Enforcement, regarding permanently occupied RV's.	0.00
12/13/2020 08:30:00	12/14/2020 08:30:00	DAYBOOK	8601		24.00
12/14/2020 08:30:00	12/15/2020 08:30:00	DAYBOOK	SMF 1		24.00
12/15/2020 08:00:00	12/15/2020 08:00:00	DAYBOOK		H&H Enterprises performing weed abatement along railroad easements	0.00
12/15/2020 08:30:00	12/15/2020 22:00:00	DAYBOOK	SMF 1		13.50
12/15/2020 18:00:00	12/16/2020 00:00:00	DAYBOOK		Firefighter Training: Scene Size up Lead Instructor: Roberson, Robert E	6.00
12/16/2020 09:30:00	12/16/2020 16:30:00	DAYBOOK	SMF 1		7.00
12/17/2020 08:30:00	12/18/2020 08:30:00	DAYBOOK	SMF 1		24.00
12/19/2020 11:00:00	12/20/2020 12:30:00	DAYBOOK	8601	Clean up of Mission Street	25.50
12/19/2020 18:00:00	12/19/2020 19:00:00	DAYBOOK	E8668	30th Annual Christmas light Parade	1.00
12/19/2020 18:30:00	12/19/2020 22:00:00	DAYBOOK	SMF 1	Annual toy giveaway	3.50
12/20/2020 08:30:00	12/21/2020 08:30:00	DAYBOOK	8601		24.00
12/21/2020 10:00:00	12/21/2020 10:00:00	DAYBOOK	SMF 1	Plans received for 965 L Street	0.00
12/22/2020 08:30:00	12/23/2020 08:30:00	DAYBOOK	SMF 1		24.00
12/22/2020 09:15:00	12/22/2020 10:15:00	DAYBOOK	8601	CS Nino lots 16 & 20 fire finals, Passed	1.00
12/23/2020 08:30:00	12/23/2020 16:30:00	DAYBOOK	SMF 1		8.00
12/24/2020 08:30:00	12/25/2020 08:30:00	DAYBOOK	SMF 1		24.00
12/27/2020 08:30:00	12/29/2020 08:30:00	DAYBOOK	SMF 1		48.00
12/28/2020 08:30:00	12/29/2020 08:30:00	DAYBOOK	8601		24.00
12/28/2020 15:00:00	12/28/2020 15:00:00	DAYBOOK	SMF 1	Flied a report with Sheriff Voge regarding graffiti within San Miguel CSP000938	0.00
12/29/2020 08:30:00	12/29/2020 16:30:00	DAYBOOK	SMF 1		8.00

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



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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
12/30/2020 08:30:00	12/30/2020 16:30:00	DAYBOOK	SMF 1		8.00
12/30/2020 09:00:00	12/30/2020 09:00:00	DAYBOOK	8601	Took 8601 to South Coast for electrical issues.	0.00
12/30/2020 11:00:00	12/30/2020 13:00:00	DAYBOOK	E8668	Placed trail cams at the Mission and Mission L alley for graffiti related activities	2.00
12/30/2020 13:30:00	12/30/2020 15:45:00	DAYBOOK	E8668	E8668 into South Coast for door repairs.	2.25
12/31/2020 08:30:00	12/31/2020 16:30:00	DAYBOOK	SMF 1		8.00
Total Hours for: Young, Scott P					434.50
Total of all Personnel Hours					434.50

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



SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
DECEMBER 17, 2020 REGULAR MEETING MINUTES

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

- I. Call to Order:** 7:01 p.m. Regular Board Meeting Called to Order by Director Sangster.
- II. Pledge of Allegiance:** led by Director Kalvans after closed session.
- III. Roll Call:** Directors Present: Sangster, Gregory, and Kalvans
Directors Absent: Palafox
- IV. Adoption of Regular Meeting:**
Board Clerk asked to have the Pledge of Allegiance after the closed session.

Motion by Director Sangster to adopt Special Meeting agenda

Seconded by Director Kalvans. Motion was approved by Vote 3 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED.
- V. ADJOURN TO CLOSED SESSION:** at 6:35 P.M.
- A. CLOSED SESSION AGENDA:**
- 1. CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation**
Pursuant to Government Code Section (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:** 7:05 P.M.
Report out of closed session by District General Counsel Dervin and Direction was given to staff.
- VII. Public Comment and Communications for items not on the Agenda:** None

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. Resolution of Board of Directors of San Miguel Community Services District recognizing and honoring John Green for his 25 years of dedicated service and commitment to the Community Services District of San Miguel.

Motion by Director Kalvans to approve the Resolution 2020-44. Seconded by Director Sangster.

Motion was approved by a Vote of 3 AYES and 0 NOES and 1 Absent. Resolution Adopted December 17, 2020

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 – Ashley Sangster

A.2 Vice-President – Anthony Kalvans

District Board Rules and Bylaws allow for President and Vice-President to be elected annually.

Anthony Kalvans nominates Ashley Sangster as President. Raynette Gregory seconds the nomination. Ashley Sangster accepts nomination.

Motion was approved by Vote of 4 AYES 0 NOES 1 ABSENT

Ashley Sangster nominates Anthony Kalvans as Vice-President. Raynette Gregory seconds the nomination. Anthony Kalvans accepts the nomination as Vice-President.

Motion was approved by Vote of 4 AYES 0 NOES 1 ABSENT

IX. STAFF & COMMITTEE REPORTS:

1. San Luis Obispo County: None

Public Comment: None

Board Comment: None

2. Camp Roberts: None

Public Comment: None

Board Comment: None

3. **Community Service Organizations: San Miguel Firefighters Association.** Report by Michelle Hido, Treasurer for the San Miguel Firefighters Association. Mrs. Hido updated the Board of Directors that it has been a good year even with Covid cancelling plans. They were able to get a dumpster at the treatment plant. Not able to have any fundraising for the schools due to Covid. Were able to obtain a bell for the Fire Station and a Sparky costume. The Fire Prevention Week at Lillian Larson and Pleasant Valley Schools went well. A grant was obtained for the dog park. Fruit boxes were handed out and vintage equipment has been insured. Doing their first cleanup of Mission Street on Saturday before the parade. There will Christmas Parade on December 19th and the Grinch will hand out Christmas stockings after. 1st Christmas Lights Competition with 360 homes in San Miguel decorated their homes with Christmas lights. Getting 1940 vehicle repaired and it will be in the parade. Supervisor John Peschong will be in the parade.

Board Comment: Director Sangster asked where people can find the map of the lights people have put up in San Miguel? Mrs. Hido explained that she has it up on the Facebook page for the Firefighter's Association and the Neighborhood Watch and that she could forward it to anyone who would want it. She also explained that if you type in San Miguel Christmas Lights 2020 on Google Maps you would see it. Director Sangster commented that he would like to thank the Fire Fighters Association for the job they did on the building and that it really reflects well on the Fire Fighters and the Community. Assistant Fire Chief Scott Young clarified that the vintage equipment they have is being insured through the Association's policy and has been removed from the District policy because they felt that was appropriate. Director Kalvans asked if the vehicles were on the roster of vehicles. Assistant Fire Chief Young advised that the insurance was quite costly, and they were able to insure all their equipment for about what one piece of equipment and removed all of the burden from the District. The water tank does not exist on the 40 anymore. The 37 pump is frozen. Director Kalvans thanked the Firefighter's Association for all of their hard work on all of the projects they have been doing.

Public Comment: None.

4. **Interim General Manager:** Interim General Manager/Fire Chief Rob Roberson. We are still under our Covid restrictions. The office is still locked, and residents are still paying bills through the drop box, phone calls or direct pay or they can pay online. Some people are coming into the office and we are working with them as safely as possible. There has been discussion about paying through a kiosk where it would be multi-language and accessed 24-hours and more convenient. Gave a Covid -19 Report. Future meetings may be on Teams or on Zoom. Not all accounts were reconciled in time to make the Agenda, but they will be on the Agenda in January as well with January's Report. Also had a situation where the computer drive is not communicating with the router and so the Financial Officer could not communicate freely. District IT is working on getting everything reinstated and as soon as it was repaired the wind took out the cable which provides the internet service. The 10th and 11th Street Water Project is underway. Budget adjustments will also be brought to the Board in January for July through December. The next Strategic Planning Meeting is on January 7th when we will review and discuss the goals that were provided by the Board members and have an open discussion about some of the directions the Board of Directors want to see. Our Director of Utilities Kelly Dodds has now moved from the Fire Station to the Treatment Facility Office trailer that has been

established and we are setting up communication links now. The bills for the District, eleven accounts with the District are 60 days past due and Board Clerk/Accounts Manager Tamara has been getting in contact with them and getting more people to pay online. With the second lockdown, local businesses have expressed their stress. The Account Clerk position in the front office received two applications, so far. The deadline to submit an application is December 31st. The Operator position had two interviews and one offer was extended and we are waiting for a response. Opportunity to purchase two pieces of property that were on the County tax roll that were delinquent in payment. We signed the documents and committed to the properties. One on Mission Street for \$2,300 and one on L Street for \$8,000. Those properties are in the process of being turned over to us. Mr. Roberson Interim General Manager/Fire Chief asked Assistant Fire Chief Young to discuss the Office of Emergency Service (“OES”) Reimbursements for the fires they have been on and the amounts.

Assistant Fire Chief/Fire Prevention Officer Scott Young: We were out on assignments on four (4) fires. One was a rollover team assignment. One was the 21 day North Complex fire and the reimbursable on that was \$123,123.18. The Pond fire was a 4-day local assignment and the reimbursable on that was \$14,566.34. The Stagecoach fire was the Pond fire which rolled into the Stagecoach fire which was an 8-day assignment in Isabella and that was \$32,680.13 in reimbursement. The Silverado assignment was a 3-day assignment down in Orange County that was the most recent we had, and we have received no OES paperwork for that yet. That is still pending so our total reimbursable pending to the Department is \$170,369.65 with a deposit payment for the Stagecoach fire of \$32,680.13. We will have an outstanding balance with OES of \$137,689.52 plus whatever the Silverado fire reimbursement would be. That should be close to the \$12,000 range. The Silverado fire did take a different type of engine. It took a Type 1 engine, so the reimbursement is higher for a Type 1 engine. Everyone performed very well, and we received good reviews from the strike team leaders.

Interim General Manager/Fire Chief Rob Roberson made comment about the OES and how it cannot be audited and how the reimbursement comes in versus for the firefighters for the payroll. The money comes in for equipment for repairs and general maintenance as well as for coverage for anyone absent. The remaining funds go into Operational Reserves for engine payment, etc.

Board Comment: Director Raynette Gregory has a question about the hospitalization due to Covid and the capacity. Interim General Manager/Fire Chief Rob Roberson stated that the ICU bed is 53 or 54 and we are currently at 7 in uses. San Luis Obispo County Board of Supervisor Debbie Arnold submitted a request that we are pulled out of the Los Angeles County numbers.

Public Comment: None.

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

Board Comment: None.

Public Comment: None.

6. **District Engineer:** Dr. Reely was not present. Director of Utilities Kelly Dodds advised that if anyone had any questions, he could provide an answer to them or relay them to Dr. Reely.

Board Comment: None

Public Comment: None

7. **Director of Utilities:** Presented by Director of Utilities Kelly Dodds. Operators interviewed. The 10th and 11th Street waterline project are about 50% done. There is still a hang up with the railroad. They are waiting on one person to come back from vacation to mark some lines in the street and then send an email so they can start working. The other two lines across the railroad on 11th and 10th that tie into the existing lines which will probably be done in the first week of the New Year and we will probably still be waiting for the railroad. We had unforeseen conditions in the ground they found once they opened it up that had to be addressed which was a minor cost to the Change Order. Unsure what the cost was to the Contract at this point. Initially meant to have the item on this Agenda to discuss further but it will be on January's Agenda.

Director Sangster asked when the Operator would start should they accept the offer? Mr. Dodds advised that he would, imagine two weeks after they accept the offer. though he was not sure when the person would provide a response. They are waiting to hire a Treatment Operator.

Board Comments: None

Public Comments: None

8. **Fire Chief:** Presented by Chief Rob Roberson. For the month of November, we had number of 27 calls and for 296 calls for the year. In the Fire Report I have been attaching a Financial Update, but I was not able to acquire information for November because of the situation with the computer with the meeting being early and it will be included in next month's report. Please disregard the Fuel Report as it is incomplete.

Board Comments: Director Kalvans discussed how it was his understanding that the two top fire leaders of the County retired. Fire Chief Rob Roberson advised that Chief Scott Jalbert, the County Chief for San Luis Obispo and the County Fire Chief for CAL FIRE Unit retired on December 12, 2020. There is a new Chief in his place, but he has not had an opportunity meet him yet. A couple of key players in the captains ranks, the San Luis Obispo Communications Director John Aguilera also retired around that same time. Fire Chief Rob Roberson advised that the new Fire Chief will be brought up to speed through the Fire Chiefs Association.

Public Comments: None.

X. CONSENT CALENDAR:

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

Recommendation: Hold meetings on 4th Thursday of every month. Exhibit A was reviewed.

Public Comment: None

Director Sangster made motion to approve Resolution 2020-45. Director Kalvans seconds the motion.

Motion was approved by a Vote of 4 AYES 0 NOES 1 ABSENT

XI. BOARD ACTION ITEMS:

- 1. Review, Discuss, Receive and File the Enumeration of Financial Report for November 2020.** Claims Detail Report Presented by Interim General Manager/Fire Chief Rob Roberson. Mr. Roberson advises that not all reports have been reconciled due to computer issues. They will be January's Agenda.

Board Comment: Director Kalvans mentioned that there was no staff report in the board packet. Fire Chief Roberson stated that when he asked for the claims detail the staff report was not pulled up and he did not see that either. Director Sangster asked if the item should be titled "Review, Discuss, Receive and File the Claims Detail Report". Discussion ensued.

Public Comment: None

Director Sangster made motion to table the item. Director Kalvans seconds the motion.

Motion was approved by a Vote of 4 AYES 0 NOES 1 ABSENT

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

Recommendation: Authorize the General Manager and Director of Utilities to negotiate the potential sale of real property. Presented by Director of Utilities Kelly Dodds. Property between Mission Street Alley and 13th Street. The property is approximately 25 ft. x 33 ft. and is currently vacant. At one time it had a well and well equipment. The party who bought the adjacent property wants to purchase or somehow acquire this property to make his plans for his property more cohesive. At the advice of his attorney the Board would need to authorize someone to negotiate with the party. Just looking to bring information back to the Board after Closed Session.

Board Comments: Director Kalvans stated that he would vote no coupled with the size of the property and the fact that it would never be used for a well station. Director of Utilities Kelly Dodds advised that he did not see that the property would have any usefulness to the District in any form as storage space, a well, a well pump station, or anything. It is not in a location where it could be used for anything. Director Kalvans discussed his concern that many people buy vacant lots in the area and flip the property; and that if a tree was planted on the property how much the City could receive in taxes. Director of Utilities Kelly Dodds interjected that the potential party does want to develop, and that the property would be landlocked. There are trees already on the property and if the community was to create a space for a park it would take more than \$368 in property tax that the city would receive every year to maintain the park. Director of Utilities Kelly

Dodds does not see that this particular piece of property would be beneficial in that way. Interim General Manager/Fire Chief Rob Roberson stated that one thing to look at is the well site and now there is an interested party who is interested hopefully to develop the property. If we do not allow the interested party to purchase the property, then they would not be interested in developing the property with the rest then we are preventing development in that area. Director Kalvans would like to have a clause in the contract that states the interested party must develop the property within a set number of years because he does not want to see another vacant lot be flipped. Board Clerk Tamara Parent advised that the matter had to be brought up at the General Meeting so that it could be discussed during Closed Session. Director Sangster agreed that he does not want to hinder development and hold on to a property that is essentially worth nothing. Director Gregory brought up that the development is in jeopardy. Yes, the property is purchased and yes it gets flipped but sometimes the property gets flipped because of regulation and accessibility to utilities. Not the fault of developers is they cannot make development work. Director Sangster adds that development is also hinged upon how committed the interested party is to develop the three-lot property. Needs to be some idea of the assurances. Director Gregory is in agreement with the Director of Utilities and the Interim General Manager to negotiate with the interested party. She does not feel the need to get the attorney involved in the negotiations. Fire Chief Rob Roberson discussed that it would be an advantage to sell it because a smaller lot has no vital purpose to the community, and it would be holding the interested party up from land that he has purchased around it. Assistant Fire Chief Young stated that the project could be stalled when the interested party has funding and wants to develop property in town, in a prime location at no cost to the District, which would enhance the community and we cannot move forward because of community resistance. Director Kalvans requested that a one paragraph clause be written in the contract that states the interested party develop the property within 15 years. Mr. Dodds advises that the interested party has purchased numerous parcels with the intent to develop and they are only asking for permission to discuss with the interested party to see what it is worth, what it is worth to the District, and would it be feasible to either side. Conditions would come back to the Board. If the Board wanted a condition that the property be developed in 15 years, that is something we are asking for authorization to discuss with the interested party. Director Roney agreed with Director Gregory and he does not see any advantage to delaying and negotiating with the interested party any further. Director Kalvans requested that Director Sangster attend the meeting with the interested party. Attorney Erin Dervin did not see that it would be a problem as long as Director Sangster stayed within the normal realm of topics and checked with the Board's general guidance in mind. Director Sangster stated that he is happy to participate if the Board chooses. Director Gregory inquired as to the number of units the interested party wants to develop. Director of Utilities Kelly Dodds advised that the interested party intends to develop the property into commercial, as far as the number of units, the interested party does not have a drawn-out plan. Director Gregory asked if the problem with the natural gas was an issue. Director of Utilities Kelly Dodds stated that the interested party was leaning more towards an office or retail space, not a restaurant. The one Director Kalvans referred to was a restaurant with commercial space above and they had gotten all the way through planning when they discovered there was no natural gas. They were not willing to reconcile the gas problem and was not willing to go through with the planning.

Public Comment: None

Consensus of the Board

Motion by Director Roney to leaving negotiations of potential sale of real property with the General Manager and Director of Utilities. Director Gregory seconds the motion.

Motion passed 3 AYES 1 NOES 1 ABSENT

- 3. Continued discussion on the Fire Department Temporary Housing Unit.** Presented by Assistant Fire Chief Scott Young. The background has not changed. The idea is to get a double wide module home on the four lots that would be used for the firework sales. Assistant Fire Chief Scott Young met with the owner. There are four lots and an easement that runs around the back on October 13th. He was very receptive to the thought and gave us an offer of about \$400 per month for the four lots. That totals \$4,800 annually for one annual payment. Mr. Keller did forward a draft Lease to me and I am proofing it and massaging the terms a little bit. Some of the entities were not listed properly and I wanted to make sure that the easement that runs along the east side of the railroad tracks and the fire station and to our lot to the north is included. There may be five parcels. Director Sangster stated that we are going to count the parcels and the easement. Assistant Fire Chief Young stated that right now Mr. Keller has the four lots and that easement as well. The terms are as we discussed previously \$400 per month at \$4,800 annually with two extensions and the three years. He did have a slight increase in cost after the three years. Assistant Fire Chief Young did not have the numbers in front of him because he was not prepared to present that to the Board at this time, but he will have it next month once he reviews documents, forward it for proof and then have it in next month's staff report. Basically, at this point he is looking for a consensus that this sounds reasonable at \$400 per month and proceed with putting together a package to price out the building and get a turnkey product for the building. Assistant Fire Chief Scott Young has had a discussion with the Director of Utilities that everything will be on a temporary basis and once we are no longer leasing the property everything would be put back to the way it was. The lease would be a two-year lease and May/June would be a good commencement day. The unit is a pretty simple unit. Director Kalvans wanted to ask about trees on the lots. Assistant Fire Chief Young stated that there are trees on the lots, they are not being maintained and they are falling on Pastor Mike's vehicle as he is bringing fruit boxes to us. The trees need to be maintained. The trees belong to the County and we would leave the property in better condition. We would put some road base down to keep the Sheriff's vehicles out of the mud.

Board Comments: None

Public Comments: None

Information item only

Board Consensus is to allow Assistant Fire Chief Scott Young to continue with Fire Department Temporary Housing Unit.

IX. BOARD COMMENT:

Director Roney stated that he was honored and thankful to be in attendance. Director Sangster appreciated Director Roney being on the Board. Director Kalvans stated that he and Director Sangster had a Zoom meeting with county counsel regarding Code Enforcement issues and health and safety in the community. On December 8th, the County had a meeting and two items pertained to the community. The road impact fee was expanded to include the entire San Miguel area and outside the CSD boundaries. The county has approved putting two traffic signal stop signs in the community. One at River Road and one at Mission. That is part of our capital plan for roads. The cost will be 1.3 million per intersection. there is no start date. Is there anything that the Board members can come up with for economic funding? There was discussion regarding stop signs vs. stop lights. Director Kalvans asked Assistant Fire Chief Scott Young about a weather station. Mr. Young stated that he would look into it again to have a weather station. Director Kalvans also discussed our Gateway signs are dark at night once the sun goes down. The north gateway sign has a cobra head light next to it and was wondering what could be done to have a dual head light directly in front of it. Director of Utilities Kelly Dodd stated that would be a conversation to have with CalTrans. If it is something that the Board wants to pursue then he could go down that path. Director Kalvans said that it would be nice to light the Gateway paths and that all the other Gateway signs have lights. Director Sangster mentioned having solar lights.

Public Comment: None.

X. ADJOURNMENT TO NEXT MEETING: Adjournment at Approximately 8:45 p.m.

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

Thursday, January 7, 2021

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

- I. Call to Order by Director Ashley Sangster: 6:03 PM
- II. Pledge of Allegiance led by Rob Roberson.
- III. Roll Call: Directors Present: ✓ Sangster ✓ Palafox ✓ Kalvans ✓ Gregory ✓ Roney ✓
Directors Absent: None
- IV. Approval of GSA Meeting Agenda:
Motion by Director Sangster to adopt Meeting Agenda as presented.
Seconded by Director Kalvans, Motion was approved by vote of 5 AYES and 0 NOES 0 ABSENT.
- V. ADJOURN TO CLOSED SESSION
 - A. CLOSED SESSION AGENDA: None
- VI. Call to Order for Regular Board Meeting/Report out of Closed Session: N/A
- VII. Public Comment and Communications for items not on the Agenda: None.
- VIII. Special Presentations/Public Hearings/Other: None
- IX. Staff & Committee Reports – Receive & File: None
- X. CONSENT CALENDAR:
 1. **Review and Approve Board Meeting Minutes:** Approved.
 - a. **11-19-2020 Draft Meeting Minutes**
Motion by Board Consensus to approve the Consent Calendar, 1.a
Motion was approved by Vote of 5AYES and 0 NOES and 0 Absent.

2. **Reapprove Resolution 2020-02 with date correction; authorizing the Interim General Manager, or Designee, to apply 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).**

Board Comment: None

Public Comment: None

Motion by Director Sangster to approve RESOLUTION 2020-02 reapproval to apply 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).

Seconded by Director Kalvans, Motion was approved by Vote of 5 AYES and 0 NOES and 0 ABSENT.

- XI. BOARD ACTION ITEMS: None
- XII. BOARD COMMENT: None.
- XIII. ADJOURNMENT TO NEXT GSA MEETING: 6:07 p.m.

**San Miguel Community Service District
2nd Strategic Planning Informal Work Session
Board of Directors Meeting Agenda
January 7, 2021**

- I. **Call to Order:** by Director Sangster at 6:15 PM
- II. **Pledge of Allegiance:** led Director Kalvans.
- III. **Roll Call:** *Sangster* ✓ *Kalvans* ✓ *Palafox* ✓ *Gregory* ✓ *Roney* ✓
- IV. **Approval of Special Meeting Agenda:** Approved with 5 AYES.
Public Comments: None.
- V. **ADJOURN TO CLOSED SESSION:** None
- VI. **Call to Order for Regular Board Meeting/Report out of Closed Session:** None
- VII. **Public Comment and Communications for items not on the Agenda:** None
- VIII. **Special Presentations/Public Hearings/Other:** None
- IX. **Staff & Committee Reports – Receive & File:** None
- X. **CONSENT CALENDAR:** None
- XI. **BOARD WORK SESSION ITEMS:**

1. **Review and Discuss Board Member Goals**

Director Ashley Sangster asked if there were any correlation between goals. Director Kalvans discussed beautification, jobs, and stated that the Board Members have some different ideas. Directors Sangster and Director Kalvans stated that the members could discuss the different goals.

Director Kalvans discussed CSD taking on land use projects. Mission Viejo took on a particular format and that within 5 years it was successful. Entertainment districts could steer economic development, however; the item was tabled in our county. Potential services would bring revenue and fund resources. We need to enhance our revenues and we should sit down and discuss them. Caveat and cautionary tale per Assistant Fire Chief Scott Young would be to make sure that the community is on board. More rules and more

restrictions could come into play. Director Kalvans agrees with Assistant Fire Chief Scott Young and he would like to see if the CSD could have authoritative power over everything. Director Sangster asked when the original document was crafted. Assistant Fire Chief Scott Young said between 2014-2018. More fees, more planning processes. Board Clerk Tamara Parent has copies if the Board would like to have copies. Director Gregory inquired if the rules and regulations are binding. Assistant Fire Chief Scott Young advised that the county rules are binding and the CSD obtains no benefit. The County Advisory Council did not act alone and they went dark for meetings during Covid-19 crisis. The election format per Director Kalvans is 13 votes per 3,000 voters. Director Gregory asked if the plan gets revised. Director of Utilities Kelly Dodds advised that the rules and regulations are revised as needed. The current design plan with the community members in mind, however if the District were to have an issue with the rules and regulations the District could send a letter with the set of rules and regulations and request that they be revised. Director of Utilities Kelly Dodds further advised that the County does not have the ability to take care of everything we want them to and again if the District had any goals that they would like the County to address, they could bring those matters to the County's attention. Director Sangster stated that everyone has a common agenda and that having some control over our own destiny is imperative. We do not have any say as to how the community is developed and we are the entity as to how the revenue is brought about. We do not have any interaction with the Advisory Council. Director of Utilities Kelly Dodds advised that a person could go to the Advisory Council on their own, discuss the project, ask if there are any objections, and ask if there are any problems or hurdles with supporting the project. The County then advises. If the District were to advise and provide more input to the County it would be helpful. Director Sangster advised that having more input would be valuable. Director Kalvans stated that he would like to have natural gas into our downtown corridor and that it would be important for our community.

Director of Utilities Kelly Dodds advised that if a private development wanted to hook into a gas line the CPC rules state that the gas company cannot on its own take any order unless they have customers committed to pay. Director of Utilities Kelly Dodds gave an example that he would have to put the gas line in at his house for natural gas to be provided to his home. It is not impossible to get gas line hook ups but you need quite a number of people willing to hook up to the gas line. The reality is that that the CPC cannot expand anywhere unless they have a list of people who want to hook up to natural gas. Basically the CPC has very strict guidelines for people who want service if they do not need service. The gas company would not go further with the discussion. A landowner paid out of pocket to bring natural gas from 14th Street to 12th Street for rental property. Under CPC rules, the gas line cannot take gas anywhere unless there are going to people who are willing to connect to gas. It is not impossible but it is very difficult unless you have a number of people willing to hook in to the natural gas line. Discussion continues regarding where main gas line comes in for each home and the cost of natural gas versus the price of propane. Director of Utilities Kelly Dodds also spoke of utility grants and how some grants are very open about what a person wants to do and other grants are very closed off. Assistant Fire Chief Scott Young discussed a door-to-door campaign.

Director Kalvans discussed the fiber optic line under the railroad tracks for high speed internet. Director of Utilities Kelly Dodds advised that there is some fiber optics in town but not enough for a customer base. Assistant Fire Chief Scott Young advised that electricity, water and sewer are available and easy enough to acquire.

Director Gregory discussed a relative of hers who obtained a grant for high speed internet for a school in a very low income area. The children in that particular town now benefit from the high speed internet for their school work. Director Kalvans asked Director Gregory what other items she may be interested in discussing.

Director Gregory asked what other items a builder/developer may need to hook up to such as water, natural gas, propane tanks, etc. Assistant Fire Chief Scott Young advised that curbs and gutters, as well as water and sewers on certain sides of the street. Director of Utilities Kelly Dodds discussed Mr. Butterfield who wanted to build a kiosk and bell tower on his property. Assistant Fire Chief Scott Young further discussed Mr. Butterfield, his property, how the property caught on fire three times and to build the kiosk and bell tower on his property was extremely complicated to do. Director Gregory asked about funding for utilities. Director of Utilities Kelly Dodds stated that we would not be able to get a grant to cover 100% of all utilities.

Assistant Fire Chief Scott Young advised that Chief Roberson invited him to a meeting at Camp Roberts. Camp Roberts is turning the base to contractors. New civilian leaders there such as in Paso Robles are going to be using the air field. Any type of event such as the EOC off base locations any type of support they would help us with our projects. Anything that would help support that base, they need to eat, they need to shop, and there are ways to get that type of support from the community to approach them. Also, they are very opened minded with equipment. On the military base, the troops come in, commanders are going to run the troops. Hotel chains are going to house them. Military wants to work on war fighting. They are interested in utilities. They are not interested in housing and eating, etc. New, user friendly army. Camp Roberts influence. They have quarterly meetings and we were invited to attend those meetings. The other part was getting the seed planted. Get one planted and then pave the way on getting the communication open. Get one or two projects started. Using this facility and our equipment. We are a neighboring agency. We go there without a request. They come here without a request. Camp Roberts is willing to help us if there were a fire or earthquake, etc. Director Kalvans asked if civilians were able to shop at the commissary on the base. Director Roney advised that there is no commissary but there is a PX. For example, if General Manager/Fire Chief Rob Roberson were to go to Camp Roberts for a meeting he could go to the PX to buy a sandwich and a soda. The museum is limited to active members, reserved, and veterans.

Director Kalvans discussed restaurants in our community. Director Gregory asked what the likelihood could be of the District being involved. Director Sangster asked if money could be recouped in some fashion and if there were any liability involved? Director of Utilities Kelly Dodds advised that in other areas that we have a lot of people who do not want anything and then we have people who want a lot of everything. We have to make sure that we follow State law and County law. He assumes that nobody here is going to step up for that job. Board Clerk Tamara Parent advised that they spoke with the attorneys today and if anyone has any questions just to write them down. Director Kalvans asked what we do when we no longer grow and people start

leaving and things go back to the way it was. General Manager/Fire Chief Rob Roberson said that we cannot grow beyond our means to provide. Director of Utilities Kelly Dodds said that we cannot expand if you do not have the money to expand. The growth here is very sporadic at best. The developers here want to develop but the land costs too much. They are more than happy to build houses here, the general building costs are low but the cost to physically build the house eats up the revenue. General Manager/Fire Chief Rob Roberson stated that he did an interview with KSBY as to why people are buying homes in San Miguel and he stated that the cost of homes are less expensive in San Miguel.

Director Gregory stated that builders need to dump some money into the infrastructure. Director Gregory asked Director of Utilities Kelly Dodds if a project was moving forward. He stated that the developer is very interested but it always comes down to money.

Director Gregory asked if the Board could discuss just one big project during the meeting. Director Sangster liked the idea and asked if as a group there could be five (5) individual projects though not all 5 projects had to be finished this year. Director Kalvans proposed "Way Finding Signs". Board Clerk Tamara Parent spoke of "Community Recreation" and "Parks District Law". Director Kalvans stated that the CSD could look at beautification and tourism under Article "F". General Manager/Fire Chief Rob Roberson stated that under the plan we need to build a vision and then figure out what the track is to get there. Per General Manager/Fire Chief Rob Roberson "When we are looking at the services we are trying to provide, we need to see how we can provide those services. Currently, we are not able to provide services. It is great to provide a plan but what is our time-frame and what is our ability to facilitate the plan?" Looking at the services, how can we expand our ability internally and is any of it generating revenue? There is a lot to do in-house. Director Gregory asked if there was anything on our list that we could actually do.

Assistant Fire Chief Scott Young advised that we could work on graffiti removal and work with the police department regarding vandalism/graffiti. General Manager/Fire Chief Rob Roberson spoke about city clean up and how that is something that could be done. An electric charge station is now across the street. Director Sangster spoke about how collectively if we had 5 goals, 3 simple plans and 2 big plans which would be good for the community and perhaps 100 people to work on the projects that would be good to accomplish. Director Gregory asked about signage and partnering with another community for tourism. Would another community be willing to subsidize for signage for the wine trail? We have not received government grants and if we do not ask we will not get our answers.

General Manager/Fire Chief Rob Roberson asked about Tesla charge stations. Tesla pays for charge stations. Plenty of grant money from PG&E per Kelly Dodd for a charging stations. 1 in 19 car parking stations plus a handicap parking spot per Assistant Fire Chief Scott Young. Michelle Hido, San Miguel resident stated that a sign could say you could charge your car here, but the sign should also say what else is here. Director Kalvans asked if signage was also hardscaping. Board Clerk Tamara Parent will ask the attorneys. Director Kalvans also asked about beautification programs. Director Sangster mentioned his beautification program of removing unregistered vehicles on the street. Assistant Fire Chief Scott Young spoke of Code Enforcement, but Code Enforcement is busy with other issues; however, the abandoned vehicles need to be taken care of. General Manager/Fire Chief Rob Roberson spoke of houses with weed abatement issues.

Director Gregory spoke of solid waste issues and her time living in Clovis while in school. Trash on the curb, on the street, washers, dryers, etc. and a company would come through to pick up all the appliances and another company would come through and clean up all the other debris. Would that be something we would be interested in getting involved in? General Manager/Fire Chief Rob Roberson said that we would have to check because we are a franchisee. Board Clerk Tamara Parent said that San Miguel Garbage is about to put out a letter regarding what you can and cannot put in your trash and recycle bins. General Manager/Fire Chief Rob Roberson spoke of the support for the cleanup committee and how the community took advantage of the dumpster. Assistant Fire Chief Scott Young discussed the need for a backhoe and how the company previously helping Man Miguel CSD would not bring a dumpster anymore and the CSD needs a backhoe. Assistant Fire Chief Scott Young also spoke of the Chippy Program, but the system was abused.

Director Palafox's goal is the San Miguel CSD website. General Manager/Fire Chief Rob Roberson spoke about how Michelle takes care of the San Miguel Firefighters Association's website, and Board Clerk keeps the District Site up to date with legal required postings. Director Palafox stated how nice it would be if there were photos of our parades, community events, etc. Director Palafox stated that our charging station is not on the San Miguel CSD website. Michelle asked if there were any funds to create a website and how the CSD needs to promote themselves and the Chamber of Commerce does not keep up with their website. Director Gregory inquired if the CSD had funding for partnering, who owned the website, and who owns the non-profit? Director of Utilities Kelly Dodds asked what are we putting on the website? If we are just helping support a website, then we are going to have a hard time making funding available. General Manager/Fire Chief Rob Roberson stated that someone would have to take the burden on. Michelle stated that we would need to advertise and that it's the car dealerships, and restaurants who pay for the advertising. Board Clerk Tamara Parent asked if the CSD could charge the residents for the advertising. Director Roney stated "are we really charging our own residents when we are trying to snag people off the 101?" Director Gregory stated that we do not need to reinvent the wheel and that she knows there are grants out there.

Public Comment: Michelle Hido San Miguel Resident stated that we need more trash cans because the cans are full again. She also asked if building owners could clean their own buildings for graffiti. Assistant Fire Chief Scott Young stated that the police have their own graffiti program. Michelle Hido asked if the SMFA could create something for the graffiti problem. Michelle Hido asked if the property owners could be responsible for cleaning up their own trash, cleaning up graffiti on their property, street cleaning, etc. and could the District fine property owners if they do not clean up their own property?

Director Roney spoke of his goal of Community Wi-Fi and he believes it would be one of the most doable goals.

Consensus of Goals by the Board of Directors: Signage, Solid Waste, Graffiti, and Wi-Fi

Director Sangster asked if we could research downtown corridor, curb and gutters

Public Comments: None.

2. Discuss and provide direction regarding the LAFCO SOI/MIR request.

Consensus of the Board is to have Board Clerk Tamara Parent to send what she has and start the process of review of LAFCO SOI/MIR.

Public Comments: None.

XII. BOARD COMMENT: Director Kalvans spoke about Golden Hill and 46 near Paso Truck Center. General Manager/Fire Chief Rob Roberson spoke about the design and what he heard was going to be done. Director Kalvans spoke about the Wellsona property and certain property annexed. General Manager/Fire Chief Rob Roberson spoke about a fire in Bradley and how San Miguel responded. Director Kalvans spoke about property to be developed near Wellsona. Director of Utilities Kelly Dodds spoke about water and sewer and how that will be a monumental task but somehow we are going to have to expand. Director Kalvans asked what part will be expanded. General Manager/Fire Chief Rob Roberson asked what area is rural and what area is agricultural.

Director Sangster asked what areas the CDS would want to expand into. Director Gregory advised that the CDS obtains no property tax. General Manager/Fire Chief Rob Roberson stated that the CSD obtains a percentage but he is not clear how much. The County has control of the property but it would probably be just for fire service. There are line manipulations from 2000-2001. Tamara Parent has maps that she can show General Manager/Fire Chief Rob Roberson. Northern District boundary goes into the Salinas River and then back to where Director Gregory is at per Assistant Fire Chief Scott Young. The airport project is in our district per Director Gregory. Director Kalvans spoke about Dick Meyer and his property being landlocked because of the sewer.

XIII. ADJOURNMENT TO NEXT MEETING: by President Ashley Sangster at 8:42 p.m.

Director of Utilities Kelly Dodds advised that the next Strategic Planning Meeting for Environmental should be held the first week of March. Proposed date of March 4th Agreed date: March 4, 2021 to discuss the 5 goals and get answers from attorney.

Public Comment: None.

RESOLUTION NO. 2021-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL
COMMUNITY SERVICES DISTRICT APPROVING THE ASSIGNMENT OF BANKING
POWERS FOR BOARD MEMBERS, ASHLEY SANGSTER, ANTHONY KALVANS,
HECTOR PALAFOX, RAYNETTE GREGORY, AND WARD RONEY FOR DISTRICT
BANK ACCOUNTS.**

WHEREAS, the San Miguel Community Services District (“SMCSD”) has bank accounts at Pacific Premier Bank (“PPB”) and Pacific Western Bank (“PWB”) to pay expenses; and

WHEREAS, SMCSD has previously provided PPB & PWB with an approved resolution stating which SMCSD Board of Directors (“Board”) and staff have been assigned banking powers on behalf of SMCSD; and

WHEREAS, the Board desires to grant all current board members, Ashley Sangster, Anthony Kalvans, Hector Palafox, Raynette Gregory, and Ward Roney banking power authority with PPB and PWB, which are necessary for the operation of SMCSD; and

NOW THEREFORE, BE IT RESOLVED, by the Board of SMCSD that board members Ashley Sangster, Anthony Kalvans, Hector Palafox, Raynette Gregory, and Ward Roney, are hereby granted the following banking powers and authority necessary for the operation of SMCSD:

1. To open any deposit or share account(s) in the name of SMCSD, with prior Board approval; and
2. To endorse checks and orders for the payment of money;
3. Withdraw or transfer funds on deposit with PPB and PWB, with prior Board approval.

PASSED AND ADOPTED by the Board of Directors on a motion of Director _____ seconded by Director _____ by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed and adopted this 28th day of January 2021.

Ashley Sangster,
President Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Doug White, District General Counsel

Tamara Parent, Board Clerk



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

January 28, 2021

AGENDA ITEM: XI - 1

SUBJECT: Financial Report for November 2020

RECOMMENDATION: Review and File the Enumeration for Financial Reports for November 2020

November 2020 Payroll Expense: CSD Payroll \$53,610.51/ Fire Stipend \$15,482.82 Strike Team

November 2020 Income: \$551,470.60

November 2020 Expenses: \$178,236.50

1. DUDEK Environmental Analyst \$32,670.00 WWTF Upgrade Environmental Analyst
2. Monsoon Ventures, Inc \$20,192.50 September to November Invoices
3. Churchwell White LLP \$19,199.02
4. PGE \$13,298.55 Facilities
5. US Bank \$8,737.00
6. FGL \$2,689.00
7. Coblenz Biehl & Cramer \$2,160.00 Year End Audit
8. Local IT \$1,290.50
9. PGE \$1,086.24 Lighting
10. JB Dewar \$1,036.32

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

PREPARED BY:

Paola Freeman

Paola Freeman,
Financial Officer

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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
6284	18672S	617 ACTIVE911 Inc.	14.00					
		Subscription for an individual device						
1	225925	11/14/20 Subscription	14.00			20 62000	385	10200
		Total for Vendor:	14.00					
6226	18637S	39 BUCKMAN, GIB	11.10					
1	10172020	10/17/20 Drinking Water	11.10			20 62000	335	10200
		Total for Vendor:	11.10					
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
		Total for Vendor:	384.56					
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
		Total for Vendor:	449.91					
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

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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
Total for Vendor:			19,199.02					
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
Total for Vendor:			2,160.00					
6286	18675S	584 CORE & MAIN LP	36.47					
1	N286189	11/05/20 Rubber Meter Washer	36.47			50 65000	525	10200
Total for Vendor:			36.47					
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
Total for Vendor:			6.22					
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
		Total for Vendor:	32,670.00					
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
		Total for Vendor:	183.41					
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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SAN MIGUEL COMMUNITY SERVICES DISTRICT
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Pacific Premier Bank - General Account
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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
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
Total for Vendor:			2,689.00					
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
Total for Vendor:			123.52					
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
Total for Vendor:			107.60					
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
Total for Vendor:			627.73					
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
Total for Vendor:			851.33					

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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
Total for Vendor:			618.68					
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
Total for Vendor:			1,036.32					
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
Total for Vendor:			483.69					
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
Total for Vendor:			796.93					
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
		Total for Vendor:	1,290.50					
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
		Total for Vendor:	112.02					
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. WWTP Project Design 10-06-2020 ~ 11-04-2020	562.50					
1	2606	11/06/20 WWTP Project Design	562.50			40 64000	587	10200
6276	18683S	559 MONSOON VENTURES, INC. WWTP Preliminary Engineering Report 09-28-2020 ~ 11-05-2020	5,910.00					
1	2607	11/06/20 WWTP Prelim Engineering RPT	5,910.00			40 64000	587	10200
6277	18683S	559 MONSOON VENTURES, INC. CDBG Waterline Post Design Phase 10th & 11th Street Water Line Replacement	5,962.50					
1	2608	11/06/20 CDBG Waterline	5,962.50*			50 65000	326	10200
6278	18683S	559 MONSOON VENTURES, INC. Tract 2723 Development Review	145.00					
1	2609	11/06/20 Tract 2723 Development Review	145.00*			50 65000	326	10200
6279	18683S	559 MONSOON VENTURES, INC. CWSRF Planning Grant Administration 09-17-20 ~ 11-06-20	435.00					
1	2610	11/06/20 CWSRF Planning Grant Admin	435.00			40 64000	587	10200
6280	18683S	559 MONSOON VENTURES, INC. Prop 68 Grant Application	870.00					
1	2611	11/06/20 Prop 68 Grant Application	870.00*			40 64000	326	10200
6281	18683S	559 MONSOON VENTURES, INC. 2021 CDBG Application	725.00					
1	2612	11/06/20 2021 CDBG Application	725.00*			40 64000	326	10200
Total for Vendor:			20,192.50					
6260	18660S	553 MOSS, LEVY & HARTZHEIM LLP Audit 19-2020	420.00					
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
		Total for Vendor:	420.00					
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
		Total for Vendor:	445.49					
6247	18648S	182 NAPA	21.53					
1	18558	10/21/20 DEF	21.53			20 62000	305	10200
		Total for Vendor:	21.53					
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
		Total for Vendor:	77.83					
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
		Total for Vendor:	1,086.24					

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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
Total for Vendor:			13,298.55					
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
Total for Vendor:			317.68					
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
Total for Vendor:			750.00					
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
		Total for Vendor:	727.85					
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
		Total for Vendor:	103.98					
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
		Total for Vendor:	338.46					
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
		Total for Vendor:	111.29					
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
		Total for Vendor:	105.00					

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

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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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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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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
		Total for Vendor:	8,737.00					
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
		Total for Vendor:	695.86					
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
		Total for Vendor:	90.12					
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
		Total for Vendor:	128.22					
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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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
Total for Vendor:			432.02					
# of Claims			81	Total:				112,720.71

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Fund Summary for Claims
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Fund/Account	Amount
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
Total:	\$112,720.71

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40220	Weed Abatement Fees	0.00	0.00	2,000.00	2,000.00	0 %
40310	Fireworks Refundable C/Up Bond	0.00	-1,000.00	2,700.00	3,700.00	-37 %
40420	Ambulance Reimbursement	0.00	1,237.50	4,400.00	3,162.50	28 %
40500	VFA Assistance Grant	0.00	0.00	20,000.00	20,000.00	0 %
40505	CFF-California Fire Foundation	0.00	15,000.00	0.00	-15,000.00	** %
	Account Group Total:	0.00	15,237.50	29,100.00	13,862.50	52 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	52,181.24	77,856.83	417,997.00	340,140.17	19 %
	Account Group Total:	52,181.24	77,856.83	417,997.00	340,140.17	19 %
46000	Revenues & Interest					
46000	Revenues & Interest	67.96	482.93	0.00	-482.93	** %
46150	Miscellaneous Income	1,031.02	8,655.08	0.00	-8,655.08	** %
46151	Refund/Adjustments	0.00	59.54	0.00	-59.54	** %
46153	Plan Check Fees and Inspections	4,200.00	5,057.72	2,000.00	-3,057.72	253 %
	Account Group Total:	5,298.98	14,255.27	2,000.00	-12,255.27	713 %
	Fund Total:	57,480.22	107,349.60	449,097.00	341,747.40	24 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	13,970.94	21,755.43	124,439.00	102,683.57	17 %
	Account Group Total:	13,970.94	21,755.43	124,439.00	102,683.57	17 %
46000	Revenues & Interest					
46000	Revenues & Interest	196.84	2,156.98	0.00	-2,156.98	** %
46100	Realized Earnings	-282.75	-451.30	0.00	451.30	** %
46150	Miscellaneous Income	19.10	11,714.66	0.00	-11,714.66	** %
	Account Group Total:	-66.81	13,420.34	0.00	-13,420.34	** %
	Fund Total:	13,904.13	35,175.77	124,439.00	89,263.23	28 %
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	126,780.00	176,840.00	0.00	-176,840.00	** %
40900	Wastewater Sales	91,118.10	448,061.86	954,125.00	506,063.14	47 %
	Account Group Total:	217,898.10	624,901.86	954,125.00	329,223.14	65 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	6,903.39	10,877.32	62,508.00	51,630.68	17 %
	Account Group Total:	6,903.39	10,877.32	62,508.00	51,630.68	17 %
46000	Revenues & Interest					
46000	Revenues & Interest	148.75	895.79	0.00	-895.79	** %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
46006	IRWM Grants	0.00	8,561.77	0.00	-8,561.77	** %
46008	DWR Grants	39,433.00	39,433.00	250,000.00	210,567.00	16 %
46150	Miscellaneous Income	1,284.05	10,476.34	0.00	-10,476.34	** %
46151	Refund/Adjustments	0.00	59.55	0.00	-59.55	** %
46152	Recycling	0.00	99.50	0.00	-99.50	** %
46155	Will Serve Processing Fees	0.00	750.00	0.00	-750.00	** %
	Account Group Total:	40,865.80	60,275.95	250,000.00	189,724.05	24 %
	Fund Total:	265,667.29	696,055.13	1,266,633.00	570,577.87	55 %
50 WATER DEPARTMENT						
41000 Water Sales						
41000	Water Sales	77,106.12	433,558.34	895,101.00	461,542.66	48 %
41001	Water Connection Fees	128,940.00	179,852.00	0.00	-179,852.00	** %
41010	Water Meter Fees	4,500.00	6,750.00	0.00	-6,750.00	** %
	Account Group Total:	210,546.12	620,160.34	895,101.00	274,940.66	69 %
46000 Revenues & Interest						
46000	Revenues & Interest	36.19	332.36	0.00	-332.36	** %
46150	Miscellaneous Income	420.05	7,020.34	0.00	-7,020.34	** %
46151	Refund/Adjustments	0.00	59.55	0.00	-59.55	** %
46152	Recycling	0.00	39.50	0.00	-39.50	** %
46155	Will Serve Processing Fees	0.00	2,500.00	0.00	-2,500.00	** %
	Account Group Total:	456.24	9,951.75	0.00	-9,951.75	** %
	Fund Total:	211,002.36	630,112.09	895,101.00	264,988.91	70 %
60 SOLID WASTE DEPARTMENT						
46000 Revenues & Interest						
46000	Revenues & Interest	7.22	61.51	0.00	-61.51	** %
46005	Franchise Fees	3,390.28	16,922.85	32,323.00	15,400.15	52 %
46150	Miscellaneous Income	19.10	180.73	0.00	-180.73	** %
	Account Group Total:	3,416.60	17,165.09	32,323.00	15,157.91	53 %
	Fund Total:	3,416.60	17,165.09	32,323.00	15,157.91	53 %
	Grand Total:	551,470.60	1,485,857.68	2,767,593.00	1,281,735.32	54 %

12/16/20
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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 11 / 20

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT	57,480.22	107,349.60	449,097.00	341,747.40	24 %
30 STREET LIGHTING DEPARTMENT	13,904.13	35,175.77	124,439.00	89,263.23	28 %
40 WASTEWATER DEPARTMENT	265,667.29	696,055.13	1,266,633.00	570,577.87	55 %
50 WATER DEPARTMENT	211,002.36	630,112.09	895,101.00	264,988.91	70 %
60 SOLID WASTE DEPARTMENT	3,416.60	17,165.09	32,323.00	15,157.91	53 %
Grand Total:	551,470.60	1,485,857.68	2,767,593.00	1,281,735.32	54 %

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 11 / 20

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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	9,696.44	47,768.70	150,000.00	150,000.00	102,231.30	32 %
	111 BOD Stipend	88.00	352.00	1,380.00	1,380.00	1,028.00	26 %
	115 Payroll Expenses	319.68	1,690.70	1,800.00	1,800.00	109.30	94 %
	120 Workers' Compensation	0.00	10,435.74	7,260.00	7,260.00	-3,175.74	144 %
	121 Physicals	0.00	0.00	2,000.00	2,000.00	0.00	0 %
	125 Volunteer firefighter stipends	4,461.70	22,322.01	45,000.00	45,000.00	22,677.99	50 %
	126 Strike Team Pay - VFF	10,161.00	114,489.30	0.00	0.00	-114,489.30	*** %
	135 Payroll Tax - FICA	746.60	7,305.50	2,800.00	2,800.00	-4,505.50	261 %
	140 Payroll Tax - Medicare	136.68	1,017.00	2,800.00	2,800.00	1,783.00	36 %
	155 Payroll Tax - SUI	120.26	1,006.83	3,918.00	3,918.00	2,911.17	26 %
	205 Insurance - Health	360.35	1,802.68	13,884.00	13,884.00	12,081.32	13 %
	210 Insurance - Dental	0.00	0.00	686.00	686.00	686.00	0 %
	215 Insurance - Vision	0.00	0.00	250.00	250.00	250.00	0 %
	225 Retirement - PERS expense	0.00	1,263.45	6,940.00	6,940.00	5,676.55	18 %
	305 Operations and maintenance	1,272.15	2,614.70	6,000.00	6,000.00	3,385.30	44 %
	310 Phone and fax expense	40.15	180.66	475.00	475.00	294.34	38 %
	315 Postage, shipping and freight	6.21	331.00	300.00	300.00	-31.00	110 %
	320 Printing and reproduction	96.48	96.48	600.00	600.00	503.52	16 %
	325 Professional svcs - Accounting	593.40	3,936.45	5,800.00	5,800.00	1,863.55	68 %
	326 Professional svcs - Engineering	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	327 Professional svcs - Legal (General)	1,498.86	3,913.39	8,000.00	8,000.00	4,086.61	49 %
	328 Insurance - prop and liability	0.00	22,508.41	13,000.00	13,000.00	-9,508.41	173 %
	334 Maintenance Agreements	23.35	3,546.03	4,979.00	4,979.00	1,432.97	71 %
	335 Meals - Reimbursement	147.10	247.10	600.00	600.00	352.90	41 %
	340 Meetings and conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	345 Mileage expense reimbursement	3.87	9.50	500.00	500.00	490.50	2 %
	348 Safety Equipment and Supplies	422.76	422.76	0.00	0.00	-422.76	*** %
	350 Repairs and maint - computers	463.32	1,068.52	4,500.00	4,500.00	3,431.48	24 %
	351 Repairs and maint - equip	0.00	796.41	10,000.00	10,000.00	9,203.59	8 %
	352 Repairs and maint - structures	0.00	37.95	5,000.00	5,000.00	4,962.05	1 %
	354 Repairs and maint - vehicles	0.00	7,916.03	10,000.00	10,000.00	2,083.97	79 %
	370 Dispatch services (Fire)	0.00	8,999.06	10,000.00	10,000.00	1,000.94	90 %
	375 Internet expenses	94.48	472.40	1,134.00	1,134.00	661.60	42 %
	376 Webpage- Upgrade/Maint	46.00	230.00	552.00	552.00	322.00	42 %
	380 Utilities - alarm service	0.00	0.00	120.00	120.00	120.00	0 %
	381 Utilities - electric	2,111.56	2,251.76	1,600.00	1,600.00	-651.76	141 %
	382 Utilities - propane	0.00	0.00	500.00	500.00	500.00	0 %
	385 Dues and subscriptions	14.00	3,444.80	6,272.00	6,272.00	2,827.20	55 %
	386 Education and training	750.00	794.00	4,000.00	4,000.00	3,206.00	20 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	1,483.11	2,250.00	2,250.00	766.89	66 %
	395 Community Outreach	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	405 Software	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	410 Office Supplies	91.38	159.58	2,000.00	2,000.00	1,840.42	8 %
	450 EMS supplies	1,138.97	1,166.64	10,000.00	10,000.00	8,833.36	12 %
	455 Fire Safety Gear & Equipment	271.38	889.29	3,500.00	3,500.00	2,610.71	25 %
	456 VFF Assistance Grant	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
	460 Fire equipment	1,721.03	22,112.36	0.00	0.00	-22,112.36	*** %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
465	Cell phones, radios and pagers	53.66	270.86	1,171.00	1,171.00	900.14	23 %
470	Communication equipment	0.00	431.70	5,000.00	5,000.00	4,568.30	9 %
475	Computer supplies and upgrades	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
485	Fuel expense	581.58	1,844.10	6,000.00	6,000.00	4,155.90	31 %
490	Small tools and equipment	0.00	1,878.50	2,500.00	2,500.00	621.50	75 %
495	Uniform expense	498.87	2,381.70	3,000.00	3,000.00	618.30	79 %
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	2,500.00	2,500.00	2,500.00	0 %
510	Fire station addition	0.00	474.36	5,000.00	5,000.00	4,525.64	9 %
710	County hazmat dues	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
715	Licenses, permits and fees	0.00	579.58	1,000.00	1,000.00	420.42	58 %
960	Property tax expense	210.62	210.62	220.00	220.00	9.38	96 %
	Account Total:	38,241.89	307,153.72	447,791.00	447,791.00	140,637.28	69 %
	Account Group Total:	38,241.89	307,153.72	447,791.00	447,791.00	140,637.28	69 %
	Fund Total:	38,241.89	307,153.72	447,791.00	447,791.00	140,637.28	69 %
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000 Lighting							
105	Salaries and Wages	834.26	4,166.82	12,849.00	12,849.00	8,682.18	32 %
111	BOD Stipend	8.00	32.00	120.00	120.00	88.00	27 %
115	Payroll Expenses	4.76	49.09	180.00	180.00	130.91	27 %
120	Workers' Compensation	0.00	364.64	100.00	100.00	-264.64	365 %
135	Payroll Tax - FICA	0.47	8.14	163.00	163.00	154.86	5 %
140	Payroll Tax - Medicare	12.02	59.91	163.00	163.00	103.09	37 %
155	Payroll Tax - SUI	0.12	3.88	91.00	91.00	87.12	4 %
205	Insurance - Health	88.15	460.75	1,638.00	1,638.00	1,177.25	28 %
210	Insurance - Dental	0.00	0.00	65.00	65.00	65.00	0 %
215	Insurance - Vision	0.00	0.00	24.00	24.00	24.00	0 %
225	Retirement - PERS expense	0.00	783.15	1,108.00	1,108.00	324.85	71 %
305	Operations and maintenance	1.07	164.33	2,000.00	2,000.00	1,835.67	8 %
315	Postage, shipping and freight	0.04	5.82	0.00	0.00	-5.82	*** %
320	Printing and reproduction	8.39	8.39	200.00	200.00	191.61	4 %
325	Professional svcs - Accounting	51.60	342.30	508.00	508.00	165.70	67 %
326	Professional svcs - Engineering	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
327	Professional svcs - Legal (General)	130.33	439.49	1,700.00	1,700.00	1,260.51	26 %
328	Insurance - prop and liability	0.00	889.94	500.00	500.00	-389.94	178 %
330	Contract labor	0.00	0.00	23,000.00	23,000.00	23,000.00	0 %
331	Professional Services - Legal	0.00	0.00	200.00	200.00	200.00	0 %
334	Maintenance Agreements	0.00	227.98	320.00	320.00	92.02	71 %
340	Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %
345	Mileage expense reimbursement	15.11	48.93	150.00	150.00	101.07	33 %
348	Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0 %
350	Repairs and maint - computers	40.29	40.29	250.00	250.00	209.71	16 %
351	Repairs and maint - equip	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
352	Repairs and maint - structures	0.00	3.30	0.00	0.00	-3.30	*** %
353	Repairs & Maint- Infrastructure	0.00	421.74	10,000.00	10,000.00	9,578.26	4 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
354	Repairs and maint - vehicles	0.00	58.62	0.00	0.00	-58.62	*** %
376	Webpage- Upgrade/Maint	4.00	20.00	48.00	48.00	28.00	42 %
381	Utilities - electric	1,187.04	4,730.83	0.00	0.00	-4,730.83	*** %
382	Utilities - propane	0.00	0.00	100.00	100.00	100.00	0 %
384	Utilities - Water/Sewer	675.78	3,988.89	0.00	0.00	-3,988.89	*** %
385	Dues and subscriptions	0.00	31.20	132.00	132.00	100.80	24 %
386	Education and training	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
393	Advertising and public notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
394	LAFCO Allocations	0.00	247.19	375.00	375.00	127.81	66 %
410	Office Supplies	2.23	18.35	125.00	125.00	106.65	15 %
465	Cell phones, radios and pagers	5.00	26.28	143.00	143.00	116.72	18 %
475	Computer supplies and upgrades	0.00	0.00	50.00	50.00	50.00	0 %
485	Fuel expense	0.00	0.00	100.00	100.00	100.00	0 %
490	Small tools and equipment	0.00	536.20	1,000.00	1,000.00	463.80	54 %
495	Uniform expense	2.25	18.69	200.00	200.00	181.31	9 %
500	Capital Outlay	0.00	2,239.50	0.00	2,239.50	0.00	100 %
581	WWTP Expansion	1,007.77	1,599.46	0.00	0.00	-1,599.46	*** %
715	Licenses, permits and fees	0.00	0.00	50.00	50.00	50.00	0 %
	Account Total:	4,078.68	22,036.10	67,502.00	69,741.50	47,705.40	32 %
	Account Group Total:	4,078.68	22,036.10	67,502.00	69,741.50	47,705.40	32 %
	Fund Total:	4,078.68	22,036.10	67,502.00	69,741.50	47,705.40	32 %
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
105	Salaries and Wages	14,413.50	73,269.93	214,800.00	214,800.00	141,530.07	34 %
109	Stand-by Hours	472.00	3,185.00	7,500.00	7,500.00	4,315.00	42 %
111	BOD Stipend	144.00	576.00	2,100.00	2,100.00	1,524.00	27 %
115	Payroll Expenses	83.27	859.24	3,420.00	3,420.00	2,560.76	25 %
120	Workers' Compensation	0.00	7,874.01	8,000.00	8,000.00	125.99	98 %
135	Payroll Tax - FICA	8.57	142.48	3,052.00	3,052.00	2,909.52	5 %
140	Payroll Tax - Medicare	215.15	1,102.31	3,052.00	3,052.00	1,949.69	36 %
155	Payroll Tax - SUI	2.10	64.58	2,140.00	2,140.00	2,075.42	3 %
160	Payroll Tax - ETT	0.00	0.00	4,056.00	4,056.00	4,056.00	0 %
205	Insurance - Health	1,665.44	8,802.48	32,844.00	32,844.00	24,041.52	27 %
206	Insurance - CalPers Health Retiree	114.86	574.31	0.00	0.00	-574.31	*** %
210	Insurance - Dental	0.00	0.00	1,526.00	1,526.00	1,526.00	0 %
215	Insurance - Vision	0.00	0.00	557.00	557.00	557.00	0 %
225	Retirement - PERS expense	0.00	7,815.90	15,833.00	15,833.00	8,017.10	49 %
305	Operations and maintenance	312.07	1,154.94	8,000.00	8,000.00	6,845.06	14 %
310	Phone and fax expense	86.74	417.82	1,138.00	1,138.00	720.18	37 %
315	Postage, shipping and freight	348.63	1,368.18	4,000.00	4,000.00	2,631.82	34 %
320	Printing and reproduction	146.82	161.41	1,000.00	1,000.00	838.59	16 %
325	Professional svcs - Accounting	903.00	5,990.25	8,897.00	8,897.00	2,906.75	67 %
326	Professional svcs - Engineering	2,863.75	14,008.75	12,000.00	12,000.00	-2,008.75	117 %
327	Professional svcs - Legal (General)	2,280.85	6,815.00	29,750.00	29,750.00	22,935.00	23 %
328	Insurance - prop and liability	0.00	11,863.18	12,000.00	12,000.00	136.82	99 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 11 / 20

Table with 7 columns: Fund Account, Object, Committed Current Month, Committed YTD, Original Appropriation, Current Appropriation, Available Appropriation, % Committed. Includes rows for 40 WASTEWATER DEPARTMENT and an Account Group Total.

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Expenditure - Budget vs. Actual Report
 For the Accounting Period: 11 / 20

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Fund Total:		75,227.31	277,120.17	991,854.00	994,093.50	716,973.33	28 %
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
105	Salaries and Wages	16,867.34	84,625.63	234,901.00	234,901.00	150,275.37	36 %
109	Stand-by Hours	472.00	3,185.00	7,500.00	7,500.00	4,315.00	42 %
111	BOD Stipend	152.00	608.00	2,280.00	2,280.00	1,672.00	27 %
115	Payroll Expenses	90.41	932.88	3,420.00	3,420.00	2,487.12	27 %
120	Workers' Compensation	0.00	8,992.09	6,050.00	6,050.00	-2,942.09	149 %
135	Payroll Tax - FICA	9.93	168.67	3,403.00	3,403.00	3,234.33	5 %
140	Payroll Tax - Medicare	250.30	1,266.60	3,403.00	3,403.00	2,136.40	37 %
155	Payroll Tax - SUI	2.46	79.79	2,166.00	2,166.00	2,086.21	4 %
160	Payroll Tax - ETT	0.00	0.00	3,967.00	3,967.00	3,967.00	0 %
205	Insurance - Health	2,349.58	12,228.92	34,896.00	34,896.00	22,667.08	35 %
206	Insurance - CalPers Health Retiree	114.86	574.33	0.00	0.00	-574.33	*** %
210	Insurance - Dental	0.00	0.00	1,618.00	1,618.00	1,618.00	0 %
215	Insurance - Vision	0.00	0.00	590.00	590.00	590.00	0 %
225	Retirement - PERS expense	0.00	7,951.35	20,913.00	20,913.00	12,961.65	38 %
305	Operations and maintenance	266.88	1,012.11	8,000.00	8,000.00	6,987.89	13 %
310	Phone and fax expense	86.75	417.80	1,138.00	1,138.00	720.20	37 %
315	Postage, shipping and freight	348.69	1,377.12	4,000.00	4,000.00	2,622.88	34 %
320	Printing and reproduction	198.97	198.97	1,000.00	1,000.00	801.03	20 %
324	Professional Svcs- GSA-GSP	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
325	Professional svcs - Accounting	980.40	6,503.70	9,660.00	9,660.00	3,156.30	67 %
326	Professional svcs - Engineering	10,421.25	31,933.75	20,000.00	20,000.00	-11,933.75	160 %
327	Professional svcs - Legal (General)	4,732.35	10,821.91	32,300.00	32,300.00	21,478.09	34 %
328	Insurance - prop and liability	0.00	18,931.45	20,000.00	20,000.00	1,068.55	95 %
329	New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
330	Contract labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Professional Services - Legal	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
332	Professional Services - Legal	10,426.30	22,655.90	100,000.00	100,000.00	77,344.10	23 %
334	Maintenance Agreements	27.24	5,937.74	13,671.00	13,671.00	7,733.26	43 %
335	Meals - Reimbursement	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and conferences	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
345	Mileage expense reimbursement	229.27	653.37	1,000.00	1,000.00	346.63	65 %
348	Safety Equipment and Supplies	0.00	483.01	1,000.00	1,000.00	516.99	48 %
350	Repairs and maint - computers	765.48	832.23	1,500.00	1,500.00	667.77	55 %
351	Repairs and maint - equip	0.00	2,543.39	4,000.00	4,000.00	1,456.61	64 %
352	Repairs and maint - structures	241.85	304.55	2,000.00	2,000.00	1,695.45	15 %
353	Repairs & Maint- Infrastructure	0.00	3,823.73	50,000.00	50,000.00	46,176.27	8 %
354	Repairs and maint - vehicles	277.68	1,205.55	2,000.00	2,000.00	794.45	60 %
356	Testing & Supplies - Well #3 (Water)	254.25	510.25	3,500.00	3,500.00	2,989.75	15 %
357	Testing & Supplies - Well #4 (Water)	279.24	435.24	3,500.00	3,500.00	3,064.76	12 %
358	Testing & Supplies- SLT Well (Water)	452.24	1,624.24	6,000.00	6,000.00	4,375.76	27 %
359	Testing & Supplies-Other	1,964.00	5,037.00	6,000.00	6,000.00	963.00	84 %
362	Cross-Connection Control Svcs.	0.00	259.40	1,000.00	1,000.00	740.60	26 %
375	Internet expenses	110.23	551.15	1,863.00	1,863.00	1,311.85	30 %
376	Webpage- Upgrade/Maint	76.00	380.00	912.00	912.00	532.00	42 %
380	Utilities - alarm service	53.80	271.55	620.00	620.00	348.45	44 %
381	Utilities - electric	4,077.21	18,619.93	50,000.00	50,000.00	31,380.07	37 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
382	Utilities - propane	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
383	Utilities - trash	51.99	259.95	700.00	700.00	440.05	37 %
385	Dues and subscriptions	0.00	712.80	4,000.00	4,000.00	3,287.20	18 %
386	Education and training	25.00	25.00	5,000.00	5,000.00	4,975.00	1 %
393	Advertising and public notices	0.00	100.00	2,000.00	2,000.00	1,900.00	5 %
394	LAFCO Allocations	0.00	1,483.11	2,250.00	2,250.00	766.89	66 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
396	Utilities SoCalGas	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
410	Office Supplies	42.28	246.65	1,125.00	1,125.00	878.35	22 %
459	Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
465	Cell phones, radios and pagers	99.68	594.04	1,573.00	1,573.00	978.96	38 %
475	Computer supplies and upgrades	0.00	115.15	2,450.00	2,450.00	2,334.85	5 %
481	Chemicals- Well #3	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
482	Chemicals-Well #4	0.00	1,066.23	4,000.00	4,000.00	2,933.77	27 %
483	Chemicals-SLT Well	0.00	1,501.51	2,000.00	2,000.00	498.49	75 %
485	Fuel expense	443.38	934.75	4,000.00	4,000.00	3,065.25	23 %
490	Small tools and equipment	0.00	573.26	6,000.00	6,000.00	5,426.74	10 %
495	Uniform expense	53.76	601.29	1,800.00	1,800.00	1,198.71	33 %
500	Capital Outlay	0.00	2,239.50	0.00	2,239.50	0.00	100 %
520	Water Main Valves Replacement	0.00	1,210.86	10,000.00	10,000.00	8,789.14	12 %
525	Water meter replacement	36.47	9,848.00	20,000.00	20,000.00	10,152.00	49 %
526	Development Meters	0.00	585.23	15,000.00	15,000.00	14,414.77	4 %
535	Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
581	WWTP Expansion	1,007.77	1,599.45	0.00	0.00	-1,599.45	*** %
582	WWTP Plant Maintenance	0.00	2,126.06	0.00	0.00	-2,126.06	*** %
605	USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
715	Licenses, permits and fees	105.00	569.59	6,500.00	6,500.00	5,930.41	9 %
930	Interest Fees	0.00	2,282.89	50,000.00	50,000.00	47,717.11	5 %
940	Bank service charges	6.51	23.11	0.00	0.00	-23.11	*** %
	Account Total:	58,450.80	286,636.73	894,469.00	896,708.50	610,071.77	32 %
	Account Group Total:	58,450.80	286,636.73	894,469.00	896,708.50	610,071.77	32 %
	Fund Total:	58,450.80	286,636.73	894,469.00	896,708.50	610,071.77	32 %
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
66000	SOLID WASTE						
105	Salaries and Wages	850.36	4,205.55	12,849.00	12,849.00	8,643.45	33 %
111	BOD Stipend	8.00	31.99	120.00	120.00	88.01	27 %
115	Payroll Expenses	4.76	49.09	180.00	180.00	130.91	27 %
120	Workers' Compensation	0.00	364.64	100.00	100.00	-264.64	365 %
135	Payroll Tax - FICA	0.48	8.25	163.00	163.00	154.75	5 %
140	Payroll Tax - Medicare	12.30	60.73	163.00	163.00	102.27	37 %
155	Payroll Tax - SUI	0.13	3.95	91.00	91.00	87.05	4 %
205	Insurance - Health	92.75	483.32	1,638.00	1,638.00	1,154.68	30 %
206	Insurance - CalPers Health Retiree	0.00	0.02	0.00	0.00	-0.02	*** %
210	Insurance - Dental	0.00	0.00	65.00	65.00	65.00	0 %
215	Insurance - Vision	0.00	0.00	24.00	24.00	24.00	0 %

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	783.15	1,108.00	1,108.00	324.85	71 %
	305 Operations and maintenance	1.09	164.35	2,000.00	2,000.00	1,835.65	8 %
	315 Postage, shipping and freight	0.04	5.82	500.00	500.00	494.18	1 %
	320 Printing and reproduction	8.39	8.39	500.00	500.00	491.61	2 %
	325 Professional svcs - Accounting	51.60	342.30	508.00	508.00	165.70	67 %
	327 Professional svcs - Legal (General)	130.33	439.49	1,700.00	1,700.00	1,260.51	26 %
	328 Insurance - prop and liability	0.00	672.75	500.00	500.00	-172.75	135 %
	331 Professional Services - Legal	0.00	0.00	200.00	200.00	200.00	0 %
	334 Maintenance Agreements	25.80	253.78	320.00	320.00	66.22	79 %
	340 Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %
	345 Mileage expense reimbursement	15.85	50.47	100.00	100.00	49.53	50 %
	348 Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0 %
	350 Repairs and maint - computers	14.48	14.48	0.00	0.00	-14.48	*** %
	352 Repairs and maint - structures	0.00	3.30	0.00	0.00	-3.30	*** %
	354 Repairs and maint - vehicles	0.00	58.62	0.00	0.00	-58.62	*** %
	376 Webpage- Upgrade/Maint	4.00	20.00	48.00	48.00	28.00	42 %
	384 Utilities - Water/Sewer	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	385 Dues and subscriptions	0.00	31.20	132.00	132.00	100.80	24 %
	386 Education and training	0.00	0.00	500.00	500.00	500.00	0 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	247.19	375.00	375.00	127.81	66 %
	395 Community Outreach	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	410 Office Supplies	2.23	18.35	125.00	125.00	106.65	15 %
	465 Cell phones, radios and pagers	5.22	27.42	143.00	143.00	115.58	19 %
	475 Computer supplies and upgrades	0.00	0.00	50.00	50.00	50.00	0 %
	495 Uniform expense	2.25	18.69	200.00	200.00	181.31	9 %
	500 Capital Outlay	0.00	2,239.50	0.00	2,239.50	0.00	100 %
	581 WWTP Expansion	1,007.76	1,599.44	0.00	0.00	-1,599.44	*** %
	Account Total:	2,237.82	12,206.23	28,602.00	30,841.50	18,635.27	40 %
	Account Group Total:	2,237.82	12,206.23	28,602.00	30,841.50	18,635.27	40 %
	Fund Total:	2,237.82	12,206.23	28,602.00	30,841.50	18,635.27	40 %
	Grand Total:	178,236.50	905,152.95	2,430,218.00	2,439,176.00	1,534,023.05	37 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 11/20

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 Operating Cash - Premier	206,868.18	1,031.02	0.00	15,802.50	22,860.53	169,236.17
10250 Pac Premier - Payroll	1,646.21	15,802.50	10,756.53	25,051.31	1,187.35	1,966.58
10340 Pac Premier Operational Reserve	156,273.52	50,347.36	0.00	0.00	0.00	206,620.88
10350 Pac Premier- Capital Reserve	266,074.89	6,101.84	0.00	0.00	0.00	272,176.73
Total Fund	630,862.80	73,282.72	10,756.53	40,853.81	24,047.88	650,000.36
30 STREET LIGHTING DEPARTMENT						
10200 Operating Cash - Premier	97,756.43	13,990.04	0.00	4.76	4,191.57	107,550.14
10250 Pac Premier - Payroll	243.87	4.76	1,079.88	748.35	236.02	344.14
10340 Pac Premier Operational Reserve	150,086.90	17.40	0.00	0.00	0.00	150,104.30
10350 Pac Premier- Capital Reserve	170,337.70	27.55	0.00	0.00	0.00	170,365.25
10460 Cantella & Co. Investment Acct.	160,483.53	151.89	0.00	282.75	0.00	160,352.67
Total Fund	578,908.43	14,191.64	1,079.88	1,035.86	4,427.59	588,716.50
40 WASTEWATER DEPARTMENT						
10200 Operating Cash - Premier	281,808.38	133,007.67	916.53	83.27	77,222.27	338,427.04
10250 Pac Premier - Payroll	8,491.01	83.27	19,367.95	13,357.90	4,411.64	10,172.69
10260 Pac Western Bank --Long Term	100,019.52	2.47	0.00	0.00	0.00	100,021.99
10340 Pac Premier Operational Reserve	180,103.72	20.88	0.00	0.00	0.00	180,124.60
10350 Pac Premier- Capital Reserve	648,618.94	126,905.40	0.00	0.00	0.00	775,524.34
Total Fund	1,219,041.57	260,019.69	20,284.48	13,441.17	81,633.91	1,404,270.66
50 WATER DEPARTMENT						
10150 Cash in SLO County	76,655.36	0.00	0.00	0.00	0.00	76,655.36
10200 Operating Cash - Premier	181,796.88	86,318.51	0.00	546.12	60,625.72	206,943.55
10250 Pac Premier - Payroll	-4,560.93	90.41	21,307.36	15,388.76	5,962.47	-4,514.39
10340 Pac Premier Operational Reserve	25,238.16	2.93	0.00	0.00	0.00	25,241.09
10350 Pac Premier- Capital Reserve	73,333.46	128,972.71	0.00	0.00	0.00	202,306.17
10400 HOB - USDA Reserve	66,963.94	0.55	0.00	0.00	0.00	66,964.49
Total Fund	419,426.87	215,385.11	21,307.36	15,934.88	66,588.19	573,596.27
60 SOLID WASTE DEPARTMENT						
10200 Operating Cash - Premier	65,528.36	3,409.38	0.00	4.76	2,347.66	66,585.32
10250 Pac Premier - Payroll	507.49	4.76	1,098.79	756.93	251.28	602.83
10340 Pac Premier Operational Reserve	62,205.93	7.21	0.00	0.00	0.00	62,213.14
10350 Pac Premier- Capital Reserve	50.50	0.01	0.00	0.00	0.00	50.51
Total Fund	128,292.28	3,421.36	1,098.79	761.69	2,598.94	129,451.80
73 CLAIMS CLEARING FUND						
10200 Operating Cash - Premier	15,229.83	0.00	112,720.71	55,489.63	0.00	72,460.91
10250 Pac Premier - Payroll	950.00	0.00	12,048.76	12,998.76	0.00	0.00
Total Fund	16,179.83		124,769.47	68,488.39		72,460.91
Totals	2,992,711.78	566,300.52	179,296.51	140,515.80	179,296.51	3,418,496.50

*** 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

January 28, 2021

AGENDA ITEM: XI - 2

SUBJECT: Financial Report for December 2020

RECOMMENDATION: Review and File the Enumeration for Financial Reports for December 2020

Payroll Expense: CSD Payroll \$59,113.05 / Fire Stipend \$4120.76

December 2020 Income: \$263,301.96

December 2020 Expenses: \$220,523.10

1. My Jeep Chrysler Dodge \$27,036.79 New District Utility Vehicle Resolution 2020-19
2. SWRCB \$23,210.00 Operating License, Wastewater Treatment Plant & Collection System
3. Churchwell White \$22,650.64 3 months
4. PGE \$21,475.65 Oct & Nov Facilities & Lighting
5. DUDEK \$7,800.93 WWTF Expansion and Recycled water pipeline.
6. US Bank \$7,673.68
7. California Special District \$3,861.00 Membership
8. Bartle Wells Associates \$3,510.00 ADU Impact Fee Analysis and Memorandum.
9. South Coast Emergency Vehicle \$2,293.41 #8668
10. Backdraft OPCD \$2,127.00 Subscription, Formally Emergency Reporting

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

PREPARED BY:

Paola Freeman

Paola Freeman,
Financial Officer

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 12/20

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
6375	18711S 999999	ANNELLE SMITH Water Depsoit Refund 1978 San Juan Bautista Street	14.41					
2	21089-08 12/15/20	Water deposit refund Total for Vendor:	14.41 14.41			50 20550		10200
6332	18691S 576	APEX FIRE CONTROL	107.25					
3	3176 12/07/20	Fire Extinguisher	26.82			30 63000	305	10200
5	3176 12/07/20	Fire Extinguisher	26.81			40 64000	305	10200
6	3176 12/07/20	Fire Extinguisher	26.81			50 65000	305	10200
7	3176 12/07/20	Fire Extinguisher	26.81			60 66000	305	10200
		Total for Vendor:	107.25					
6359	18712S 635	BACKDRAFT OPCO LLC /emergency Subscription Fee Account #103490	2,127.04					
1	202020935 12/02/20	Subscription Fee	2,127.04*			20 62000	385	10200
		Total for Vendor:	2,127.04					
6393	18728S 548	BARTLE WELLS ASSOCIATES Water & Wastwater Impact Fee Study for ADU See Resolution # 2020-35	3,510.00					
1	1012A 10/22/20	Fee Study for ADU	1,755.00*			40 64000	432	10200
2	1012A 10/22/20	Fee Study for ADU	1,755.00*			50 65000	432	10200
		Total for Vendor:	3,510.00					
6354	18713S 466	CALIFORNIA SPECIAL DISTRICTS Membership Renewal Membership ID: 6172	3,861.00					
1	6172~2021 10/01/20	2020 Membership Renewal	888.03*			20 62000	385	10200
2	6172~2021 10/01/20	2020 Membership Renewal	77.22			30 63000	385	10200
3	6172~2021 10/01/20	2020 Membership Renewal	1,351.35			40 64000	385	10200
4	6172~2021 10/01/20	2020 Membership Renewal	1,467.18			50 65000	385	10200
5	6172~2021 10/01/20	2020 Membership Renewal	77.22			60 66000	385	10200
		Total for Vendor:	3,861.00					

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 12/20

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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
6319	18692S	67 CHARTER COMMUNICATIONS	134.97					
Acct# 8245101050040553 1765 Bonita Treatment Plant								
Service from 11/18/2020 ~ 12/17/2020								
1	111820	11/18/20 Internet/Voice	134.97			40 64000	375	10200
6356	18714S	67 CHARTER COMMUNICATIONS	314.94					
Acct# 8245-10-105-0027311 Spectrum Business Internet/Voice								
Service 12/11/20 ~ 01/10/21								
1	27311-1220	12/11/20 Internet/Voice	94.48			20 62000	375	10200
2	27311-1220	12/11/20 Internet/Voice	110.23			40 64000	375	10200
3	27311-1220	12/11/20 Internet/Voice	110.23			50 65000	375	10200
6394	18729S	67 CHARTER COMMUNICATIONS	134.97					
Acct# 8245101050040553 1765 Bonita Treatment Plant								
Service from 12/18/2020 ~ 1/17/2021								
1	121820	12/18/20 Internet/Voice	134.97			40 64000	375	10200
Total for Vendor:			584.88					
6347	18693S	473 CHURCHWELL WHITE LLP	7,152.45					
Professional Services Rendered through May 31, 2020								
1	40262	12/10/20 General Counsel	352.55			20 62000	327	10200
2	40262	12/10/20 General Counsel	30.65			30 63000	327	10200
3	40262	12/10/20 General Counsel	536.49			40 64000	327	10200
4	40262	12/10/20 General Counsel	582.47			50 65000	327	10200
5	40262	12/10/20 General Counsel	30.65			60 66000	327	10200
13	39257	12/10/20 Steinbeck	3,351.60			50 65000	332	10200
17	39258	12/10/20 HR	567.01			30 63000	327	10200
18	39258	12/10/20 HR	567.01			40 64000	327	10200
19	39258	12/10/20 HR	567.01			50 65000	327	10200
21	39258	12/10/20 HR	567.01			60 66000	327	10200

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 12/20

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
6351	18693S	473 CHURCHWELL WHITE LLP	11,554.99					
Professional Services Rendered through April 30, 2020								
1	39072	12/10/20 General Counsel	642.29			20 62000	327	10200
2	39072	12/10/20 General Counsel	55.85			30 63000	327	10200
3	39072	12/10/20 General Counsel	977.40			40 64000	327	10200
4	39072	12/10/20 General Counsel	1,061.17			50 65000	327	10200
5	39072	12/10/20 General Counsel	55.85			60 66000	327	10200
13	39073	12/10/20 Steinbeck	6,167.83			50 65000	332	10200
20	39074	12/10/20 Water	824.60			50 65000	327	10200
21	39076	12/10/20 HR	243.00			30 63000	327	10200
22	39076	12/10/20 HR	243.00			40 64000	327	10200
23	39076	12/10/20 HR	243.00			50 65000	327	10200
25	39076	12/10/20 HR	243.00			60 66000	327	10200
26	39076	12/10/20 Sewer	798.00			40 64000	327	10200
6357	18715S	473 CHURCHWELL WHITE LLP	3,943.20					
Professional Services Rendered through November 30, 2020								
1	40735	12/11/20 General Counsel	590.27			20 62000	327	10200
2	40735	12/11/20 General Counsel	51.33			30 63000	327	10200
3	40735	12/11/20 General Counsel	898.24			40 64000	327	10200
4	40735	12/11/20 General Counsel	975.23			50 65000	327	10200
5	40735	12/11/20 General Counsel	51.33			60 66000	327	10200
13	40736	12/11/20 Steinbeck	864.80			50 65000	332	10200
17	40737	12/11/20 White Oaks	512.00			50 65000	327	10200
		Total for Vendor:	22,650.64					
6391	18730S	584 CORE & MAIN LP	3,750.38					
1	N328787	12/14/20 18 Meters	3,750.38			50 65000	525	10200
		Total for Vendor:	3,750.38					
6355	18716S	999999 COUNTY OF SAN LUIS OBISPO	100.00					
EMT/Rojas								
1	540	12/01/20 EMT/Rojas	100.00			20 62000	386	10200
		Total for Vendor:	100.00					

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 12/20

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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
6342	18694S	429 COUNTY OF SAN LUIS OBISPO - EH	454.00					
ACCT# AR00135748 620 12th Street								
1	INO127700	11/20/20 Hazmat Disclouser	454.00			50 65000	715	10200
6343	18694S	429 COUNTY OF SAN LUIS OBISPO - EH	454.00					
ACCT# AR00253457 Well 4 Bonita Ave								
1	INO127699	11/20/20 Hazmat Disclouser	454.00			50 65000	715	10200
6344	18694S	429 COUNTY OF SAN LUIS OBISPO - EH	454.00					
ACCT# AR0023326 1765 Bonita Place								
1	INO127689	11/20/20 Hazmat Disclouser	227.00			50 65000	715	10200
2	INO127689	11/20/20 Hazmat Disclouser	227.00*			40 64000	715	10200
6345	18694S	429 COUNTY OF SAN LUIS OBISPO - EH	151.00					
ACCT# AR0011381 Matthew Giuffrida								
1	INO127027	11/20/20 Writing Reports	151.00			50 65000	362	10200
6346	18694S	429 COUNTY OF SAN LUIS OBISPO - EH	454.00					
ACCT# AR0023550 8687 Martinez Drive								
1	INO127701	11/20/20 Hazmat Disclouser	454.00			50 65000	715	10200
Total for Vendor:			1,967.00					
6335	18695S	654 CULLIGAN WATER	8.47					
1765 Bonita								
1	11/30/20	Water	4.24			40 64000	305	10200
2	Nov~2020	11/30/20 Water	4.23			50 65000	305	10200
Total for Vendor:			8.47					

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 12/20

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
6397	18731S	660 DUDEK San Miguel CSD WWTF Upgrade Environmental Analyst Project 12704	230.00					
1	202009301	07/15/20 Environmental Analyst	230.00			40 64000	587	10200
6398	18731S	660 DUDEK San Miguel CSD WWTF Upgrade Environmental Analyst Project 12704.01	7,570.93					
1	202009305	12/14/20 Environmental Analyst	7,570.93			40 64000	587	10200
Total for Vendor:			7,800.93					
6358	18717S	651 DUSTIN PITTMAN Tie Downs	47.39					
1	121620	12/16/20 Tie Downs	23.70			40 64000	305	10200
2	121620	12/16/20 Tie Downs	23.69			50 65000	305	10200
Total for Vendor:			47.39					
6360	18718S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000653	67.00					
1	083862A	12/10/20 Metals	67.00			50 65000	358	10200
6361	18718S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000653	67.00					
1	083778A	12/10/20 Metals	67.00			50 65000	358	10200
6362	18718S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000653	198.00					
1	083678A	12/10/20 Coliform	66.00			50 65000	356	10200
2	083678A	12/10/20 Coliform	66.00			50 65000	357	10200
3	083678A	12/10/20 Coliform	66.00			50 65000	358	10200
6363	18718S	112 FGL - ENVIRONMENTAL ANALYTICAL Acct# 8000653	67.00					
1	083679A	12/14/20 Metals	67.00			50 65000	358	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 12/20

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
6364	18718S	112 FGL - ENVIRONMENTAL ANALYTICAL	225.00					
Acct# 8000653								
1	083861A	12/14/20 Coliform	45.00			50 65000	356	10200
2	083861A	12/14/20 Coliform	45.00			50 65000	357	10200
3	083861A	12/14/20 Coliform	135.00			50 65000	359	10200
6382	18732S	112 FGL - ENVIRONMENTAL ANALYTICAL	125.00					
Acct# 8000653								
1	084049A	12/17/20 Coliform	125.00			50 65000	359	10200
6395	18732S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
Acct# 8000653								
1	083963A	12/22/20 Metals	67.00			50 65000	358	10200
6396	18732S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
Acct# 8000653								
1	083924A	12/22/20 Metals	67.00			50 65000	358	10200
Total for Vendor:			883.00					
6320	18696S	308 FRONTIER COMMUNICATIONS	60.61					
Acct #805-467-2818 010412-5								
Service from 11/22/20 ~ 12/21/20								
1150 Mission Street								
1	Nov~2020	11/22/20 Building Alarm	20.21			40 64000	310	10200
2	Nov~2020	11/22/20 Building Alarm	20.20			50 65000	310	10200
3	Nov~2020	11/22/20 Building Alarm	20.20			20 62000	310	10200
6334	18696S	308 FRONTIER COMMUNICATIONS	63.42					
Acct #805-467-2015-051216-5								
Service from 12/01/20 ~ 12/31/20								
SCADA								
1	Dec 2020	12/01/20 Alarm/SCADA	31.71			40 64000	310	10200
2	Dec 2020	12/01/20 Alarm/SCADA	31.71			50 65000	310	10200

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6392	18733S	308 FRONTIER COMMUNICATIONS	121.95					
Acct #805-467-2818 010412-5								
Service from 12/22/20 ~ 1/21/21								
1150 Mission Street								
1	Dec2020	12/22/20 Building Alarm	40.65			40 64000	310	10200
2	Dec2020	12/22/20 Building Alarm	40.65			50 65000	310	10200
3	Dec2020	12/22/20 Building Alarm	40.65			20 62000	310	10200
Total for Vendor:			245.98					
6321	18697S	125 GREAT WESTERN ALARM	75.60					
A0702								
Service Period: 12/01/20 ~ 12/31/20								
1	2011022	12/01/20 Answering Service	37.80			40 64000	380	10200
2	2011022	12/01/20 Answering Service	37.80			50 65000	380	10200
6322	18697S	125 GREAT WESTERN ALARM	32.00					
GW-661								
Service Period: 12/1/20 ~ 12/31/20								
1	2011005	12/01/20 Alarm Monitoring	16.00			40 64000	380	10200
2	2011005	12/01/20 Alarm Monitoring	16.00			50 65000	380	10200
6399	18734S	125 GREAT WESTERN ALARM	75.60					
A0702								
Service Period: 1/01/21 ~ 1/31/21								
1	2012022421	01/01/21 Answering Service	37.80			40 64000	380	10200
2	2012022421	01/01/21 Answering Service	37.80			50 65000	380	10200
6400	18734S	125 GREAT WESTERN ALARM	32.00					
GW-661								
Service Period: 1/1/21 ~ 1/31/21								
1	201200545	01/01/21 Alarm Monitoring	16.00			40 64000	380	10200
2	201200545	01/01/21 Alarm Monitoring	16.00			50 65000	380	10200
Total for Vendor:			215.20					

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6353	18710S	510 LOCAL IT EXPERTS	1,023.50					
		December IT Service, Onsite cutover to new Spectrum Business Modem						
1	272 12/11/20	IT Service~Dec 2020	235.41			20 62000	334	10200
2	272 12/11/20	IT Service~ Dec 2020, T-Books	20.47			30 63000	334	10200
3	272 12/11/20	IT Service~ Dec 2020, T-Books	358.23			40 64000	334	10200
4	272 12/11/20	IT Service~ Dec 2020, T-Books	388.92			50 65000	334	10200
5	272 12/11/20	IT Service~ Dec 2020, T-Books	20.47			60 66000	334	10200
		Total for Vendor:	1,023.50					
6365	18719S	662 MICHELLE HIDO	38.78					
		Frame/J Green						
1	121520 12/15/20	Frame	8.92			20 62000	410	10200
2	121520 12/15/20	Frame	0.78			30 63000	410	10200
3	121520 12/15/20	Frame	13.57			40 64000	410	10200
4	121520 12/15/20	Frame	14.73			50 65000	410	10200
5	121520 12/15/20	Frame	0.78			60 66000	410	10200
		Total for Vendor:	38.78					
6328	18698S	646 MISSION UNIFORM SUPPLY	37.34					
		Uniforms; Dodds, Sobotka, Pittman,						
1	513670272 11/18/20	Employee Uniforms	0.75			30 63000	495	10200
2	513670272 11/18/20	Employee Uniforms	17.92			40 64000	495	10200
3	513670272 11/18/20	Employee Uniforms	17.92			50 65000	495	10200
4	513670272 11/18/20	Employee Uniforms	0.75			60 66000	495	10200
6329	18698S	646 MISSION UNIFORM SUPPLY	37.34					
		Uniforms; Dodds, Sobotka, Pittman,						
1	513716152 11/25/20	Employee Uniforms	0.75			30 63000	495	10200
2	513716152 11/25/20	Employee Uniforms	17.92			40 64000	495	10200
3	513716152 11/25/20	Employee Uniforms	17.92			50 65000	495	10200
4	513716152 11/25/20	Employee Uniforms	0.75			60 66000	495	10200
6330	18698S	646 MISSION UNIFORM SUPPLY	37.34					
		Uniforms; Dodds, Sobotka, Pittman,						
1	513751923 12/02/20	Employee Uniforms	0.75			30 63000	495	10200
2	513751923 12/02/20	Employee Uniforms	17.92			40 64000	495	10200

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3	513751923	12/02/20 Employee Uniforms	17.92			50 65000	495	10200
4	513751923	12/02/20 Employee Uniforms	0.75			60 66000	495	10200
6333	18698S	646 MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman,	37.34					
1	513800009	12/09/20 Employee Uniforms	0.75			30 63000	495	10200
2	513800009	12/09/20 Employee Uniforms	17.92			40 64000	495	10200
3	513800009	12/09/20 Employee Uniforms	17.92			50 65000	495	10200
4	513800009	12/09/20 Employee Uniforms	0.75			60 66000	495	10200
6383	18735S	646 MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman,	37.34					
1	513840976	12/16/20 Employee Uniforms	0.75			30 63000	495	10200
2	513840976	12/16/20 Employee Uniforms	17.92			40 64000	495	10200
3	513840976	12/16/20 Employee Uniforms	17.92			50 65000	495	10200
4	513840976	12/16/20 Employee Uniforms	0.75			60 66000	495	10200
6384	18735S	646 MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman,	37.34					
1	513886534	12/23/20 Employee Uniforms	0.75			30 63000	495	10200
2	513886534	12/23/20 Employee Uniforms	17.92			40 64000	495	10200
3	513886534	12/23/20 Employee Uniforms	17.92			50 65000	495	10200
4	513886534	12/23/20 Employee Uniforms	0.75			60 66000	495	10200
Total for Vendor:			224.04					
6312	18671S	999999 MY JEEP CHRYSLER DODGE Ram 1500/2020 VIN#1C6RR6FTXLS158640	27,036.79					
1	46411054	12/01/20 RAM 1500	6,759.20*			30 63000	500	10200
2	46411054	12/01/20 RAM 1500	6,759.20*			40 64000	500	10200
3	46411054	12/01/20 RAM 1500	6,759.19*			50 65000	500	10200
4	46411054	12/01/20 RAM 1500	6,759.20*			60 66000	500	10200
Total for Vendor:			27,036.79					
6336	18699S	636 OFFICE1 Maintenance Contract #CBM6913-02 Samsung/X4250LX	81.54					
Acct No. 013014								
1	AR602256	12/02/20 Maint Contract 12/4/20~1/3/2	24.46			20 62000	334	10200

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2	AR602256	12/02/20 Maint Contract 11/4/20~12/3/	28.54			40 64000	334	10200
3	AR602256	12/02/20 Maint Contract 11/4/20~12/3/	28.54			50 65000	334	10200
Total for Vendor:			81.54					
6306	18736S	208 PG&E #6480-8	1,086.62					
Acct #8565976480-8								
1	1117~1216	12/16/20 12th & K 8565976725	8.93*			30 63000	381	10200
2	1117~1216	12/16/20 Tract 2710 - 8562053214	69.46*			30 63000	381	10200
3	1117~1216	12/16/20 Tract 2710 - 8564394360	30.23*			30 63000	381	10200
4	1117~1216	12/16/20 Tract 2710 - 8560673934	75.55*			30 63000	381	10200
5	1117~1216	12/16/20 Mission Heights - 856597648	164.48*			30 63000	381	10200
6	1117~1216	12/16/20 Tract 2605 - 8565976109	35.24*			30 63000	381	10200
7	1117~1216	12/16/20 9898 River Rd. - 8565976002	327.68*			30 63000	381	10200
8	1117~1216	12/16/20 9898 River Rd. - 8565976004	42.23*			30 63000	381	10200
9	1117~1216	12/16/20 9898 River Rd. - 8565976008	199.41*			30 63000	381	10200
10	1117~1216	12/16/20 9898 River Rd. - 8565976014	67.16*			30 63000	381	10200
11	1117~1216	12/16/20 9898 River Rd. - 8565976481	47.07*			30 63000	381	10200
12	1117~1216	12/16/20 9898 River Rd. - 8565976483	19.18*			30 63000	381	10200
6323	18700S	208 PG&E #6480-8	1,086.68					
Acct #8565976480-8								
1	1017~11/16	11/16/20 12th & K 8565976725	8.93*			30 63000	381	10200
2	1017~11/16	11/16/20 Tract 2710 - 8562053214	69.47*			30 63000	381	10200
3	1017~11/16	11/16/20 Tract 2710 - 8564394360	30.23*			30 63000	381	10200
4	1017~11/16	11/16/20 Tract 2710 - 8560673934	75.56*			30 63000	381	10200
5	1017~11/16	11/16/20 Mission Heights - 85659764	164.48*			30 63000	381	10200
6	1017~11/16	11/16/20 Tract 2605 - 8565976109	35.25*			30 63000	381	10200
7	1017~11/16	11/16/20 9898 River Rd. - 856597600	327.68*			30 63000	381	10200
8	1017~11/16	11/16/20 9898 River Rd. - 856597600	42.24*			30 63000	381	10200
9	1017~11/16	11/16/20 9898 River Rd. - 856597600	199.43*			30 63000	381	10200
10	1017~11/16	11/16/20 9898 River Rd. - 856597601	67.16*			30 63000	381	10200
11	1017~11/16	11/16/20 9898 River Rd. - 856597648	47.07*			30 63000	381	10200
12	1017~11/16	11/16/20 9898 River Rd. - 856597648	19.18*			30 63000	381	10200
Total for Vendor:			2,173.30					

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6307	18701S	209 PG&E #6851-8	10,369.90					
Acct #3675186851-8								
1	1020~1120	11/17/20 Old Fire Station / 1297 L S	25.91*			20 62000	381	10200
2	1020~1120	11/17/20 New Fire Station 1150 Missi	4.80*			20 62000	381	10200
3	1020~1120	11/17/20 Water Works #1 / Well 3	2,529.39			50 65000	381	10200
4	1020~1120	11/17/20 Bonita Pl & 16th / Well 4	841.11			50 65000	381	10200
5	1020~1120	11/17/20 N St / WWTP	6,529.30			40 64000	381	10200
6	1020~1120	11/17/20 2HP Booster Station	19.29			50 65000	381	10200
7	1020~1120	11/17/20 Mission Heights Booster	10.19			50 65000	381	10200
8	1020~1120	11/17/20 14th St. & K St.	56.73			50 65000	381	10200
9	1020~1120	11/17/20 942 Soka Way lift station	123.40			40 64000	381	10200
10	1020~1120	11/17/20 Missn & 12th Lanscape~St li	108.90*			30 63000	381	10200
11	1020~1120	11/17/20 SLT Well	120.88			50 65000	381	10200
6377	18720S	209 PG&E #6851-8	8,932.45					
Acct #3675186851-8								
1	1116~1215	12/17/20 Old Fire Station / 1297 L S	25.13*			20 62000	381	10200
2	1116~1215	12/17/20 New Fire Station 1150 Missi	9.86*			20 62000	381	10200
3	1116~1215	12/17/20 Water Works #1 / Well 3	1,877.91			50 65000	381	10200
4	1116~1215	12/17/20 Bonita Pl & 16th / Well 4	906.97			50 65000	381	10200
5	1116~1215	12/17/20 N St / WWTP	5,722.21			40 64000	381	10200
6	1116~1215	12/17/20 2HP Booster Station	19.24			50 65000	381	10200
7	1116~1215	12/17/20 Mission Heights Booster	9.86			50 65000	381	10200
8	1116~1215	12/17/20 14th St. & K St.	48.06			50 65000	381	10200
9	1116~1215	12/17/20 942 Soka Way lift station	125.75			40 64000	381	10200
10	1116~1215	12/17/20 Missn & 12th Lanscape~St li	109.53*			30 63000	381	10200
11	1116~1215	12/17/20 SLT Well	77.93			50 65000	381	10200
Total for Vendor:			19,302.35					
6337	18702S	609 SAN LUIS POWER HOUSE	342.79					
Annuan Serviceof Kohler emergency generator Location San Miguel Fire Department								
1	44034	11/30/20 San Miguel Fire Department	342.79			20 62000	334	10200

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6338	18702S	609 SAN LUIS POWER HOUSE Quarterly Testing of Kohler emergency generator Location Waste Water Treatment Plant	580.00					
1	44037	11/30/20 Waste Water Treatment Plant	580.00			40 64000	351	10200
6339	18702S	609 SAN LUIS POWER HOUSE Quarterly Testing of Kohler emergency generator Location 12th Street Well	580.00					
1	44036	11/30/20 12th Street Well	580.00			50 65000	351	10200
6340	18702S	609 SAN LUIS POWER HOUSE Annual Service of Kohler emergency generator Location Mission Garden Lift Station	493.66					
1	44035	11/30/20 Mission Garden Lift Station	493.66			40 64000	334	10200
Total for Vendor:			1,996.45					
6324	18703S	481 SAN MIGUEL COMMUNITY SERVICES 1199 Mission Irrigation Meter Acct#27476-00	87.75					
1	27476-00	11/15/20 1199 Mission Irrigation Mete	87.75*			30 63000	384	10200
6325	18703S	481 SAN MIGUEL COMMUNITY SERVICES 942 Soka Way Acct#20840-00	50.03					
1	20840-00	11/15/20 942 Soka Way	50.03*			40 64000	384	10200
6326	18703S	481 SAN MIGUEL COMMUNITY SERVICES 1203 Mission Irrigation Meter Acct#20547-00	574.56					
1	20547-00	11/15/20 1203 Mission Irrigation Mete	574.56*			30 63000	384	10200
6385	18737S	481 SAN MIGUEL COMMUNITY SERVICES 1765 Bonita Acct#27475-00	2.04					
1	12152020	12/15/20 1765 Bonita #27475-00	2.04*			40 64000	384	10200

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6386	18737S	481 SAN MIGUEL COMMUNITY SERVICES 1203 Mission Irrigation Meter Acct#20547-00	34.56					
179	Units							
1	12/15/20	1203 Mission Irrg Meter #20547	34.56*			30 63000	384	10200
6387	18737S	481 SAN MIGUEL COMMUNITY SERVICES 942 Soka Way Acct#20840-00	50.03					
1	12/15/20	942 Soka Way #20840	50.03*			40 64000	384	10200
6388	18737S	481 SAN MIGUEL COMMUNITY SERVICES 1199 Mission Irrigation Meter Acct#27476-00	83.26					
Units	20							
1	12/15/20	1199 Mission Irrg Meter #27476	83.26*			30 63000	384	10200
Total for Vendor:			882.23					
6341	18704S	238 SAN MIGUEL GARBAGE Account # 318694 Service 12/01/20 ~ 12/31/20	103.98					
1	8- 2020	12/01/20 Trash Disposal	51.99			40 64000	383	10200
2	8- 2020	12/01/20 Trash Disposal	51.99			50 65000	383	10200
Total for Vendor:			103.98					
6327	18705S	589 SOUTH COAST EMERGENCY VEHICLE Truck #8668	2,293.41					
1	501630	11/30/20 Mount & Wire new light Bar,	2,293.41*			20 62000	460	10200
Total for Vendor:			2,293.41					
6366	18721S	352 STAPLES CREDIT PLAN	131.34					
1	110920	11/09/20 Sharpies~ Calendars	52.60			20 62000	410	10200
2	110920	11/09/20 Sharpies~ Calendars	3.07			30 63000	410	10200
3	110920	11/09/20 Sharpies~ Calendars	34.86			40 64000	410	10200
4	110920	11/09/20 Sharpies~ Calendars	37.74			50 65000	410	10200
5	110920	11/09/20 Sharpies~ Calendars	3.07			60 66000	410	10200
Total for Vendor:			131.34					

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6349	18706S	534 STREAMLINE Web Page Hosting Service for December 2020	200.00					
1	108241	12/10/20 Web Page Monthly Fee November	46.00			20 62000	376	10200
2	108241	12/10/20 Web Page Monthly Fee November	4.00			30 63000	376	10200
3	108241	12/10/20 Web Page Monthly Fee November	70.00			40 64000	376	10200
4	108241	12/10/20 Web Page Monthly Fee November	76.00			50 65000	376	10200
5	108241	12/10/20 Web Page Monthly Fee November	4.00			60 66000	376	10200
Total for Vendor:			200.00					
6368	18722S	663 SWCA ENVIRONMENTAL CONSULTANTS Archaeological Monitoring for the San Miguel Waterline Replacement Project 10th & 11th Street	982.30					
Resolution #2020-43								
1	119646	12/10/20 Phase 1	982.30*			50 65000	500	10200
Total for Vendor:			982.30					
6372	18723S	275 SWRCB ACCOUNTING OFFICE San Miguel Community Waste Water Collection System Period: 7/01/20- 6/30/21	2,848.00					
ID#3SS01321								
1	WD-0177634	11/24/20 Wast Water Collection Syst	2,848.00			40 64000	705	10200
6373	18723S	275 SWRCB ACCOUNTING OFFICE San Miguel Community WWTP Billing Period: 07/01/20 - 6/30/2021	20,362.00					
Facility ID #3 400109001								
1	WD-0178933	11/24/20 Community WWTP	20,362.00			40 64000	705	10200
Total for Vendor:			23,210.00					
6331	18707S	291 TRAILER BARN, INC. Service Dump Trailer, Bearing Pack ~ Tandem Axle	246.43					
1	14190	11/19/20 Service Dump Trailer	123.22			40 64000	352	10200
2	14190	11/19/20 Service Dump Trailer	123.21			50 65000	352	10200
Total for Vendor:			246.43					

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6369	18724S	301 US BANK	5,089.35					
1	11/23/20	Home Depot Ladder	40.98			20 62000	490	10200
2	11/23/20	Active 911	14.00*			20 62000	385	10200
4	11/23/20	Adobe	6.90			20 62000	305	10200
5	11/23/20	Adobe	0.60			30 63000	305	10200
6	11/23/20	Adobe	10.48			40 64000	305	10200
7	11/23/20	Adobe	11.40			50 65000	305	10200
8	11/23/20	Adobe	0.60			60 66000	305	10200
9	11/23/20	Zoom	3.45			20 62000	305	10200
10	11/23/20	Zoom	0.30			30 63000	305	10200
11	11/23/20	Zoom	5.24			40 64000	305	10200
12	11/23/20	Zoom	5.70			50 65000	305	10200
13	11/23/20	Zoom	0.30			60 66000	305	10200
14	11/23/20	Postage	39.92*			20 62000	315	10200
15	11/23/20	Postage	3.47*			30 63000	315	10200
16	11/23/20	Postage	60.74			40 64000	315	10200
17	11/23/20	Postage	73.70			50 65000	315	10200
18	11/23/20	Postage	3.47			60 66000	315	10200
19	11/23/20	Tractor Supply	8.42			20 62000	305	10200
20	11/23/20	Anthony's Tire #8651	1,350.00*			20 62000	354	10200
21	11/23/20	Amazon	696.43			20 62000	450	10200
22	11/23/20	Amazon	878.85			20 62000	305	10200
23	11/23/20	Dos Hermanos	107.13			20 62000	335	10200
24	11/23/20	Leslie's Pools	180.99			40 64000	353	10200
25	11/23/20	Fuel	56.93*			40 64000	715	10200
26	11/23/20	Office of Water Programs	50.00			50 65000	715	10200
27	11/23/20	Lowe's	53.24			40 64000	353	10200
28	11/23/20	Lowe's	181.46			50 65000	353	10200
29	11/23/20	Big Creek	38.14*			30 63000	581	10200
30	11/23/20	Big Creek	38.14*			40 64000	581	10200
31	11/23/20	Big Creek	38.41*			50 65000	581	10200
32	11/23/20	Big Creek	38.14*			60 66000	581	10200
33	11/23/20	A-1 Glass	16.02*			30 63000	581	10200
34	11/23/20	A-1 Glass	16.02*			40 64000	581	10200
35	11/23/20	A-1 Glass	16.02*			50 65000	581	10200
36	11/23/20	A-1 Glass	16.02*			60 66000	581	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Claim Details
 For the Accounting Period: 12/20

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
37	11/23/20	Amazon	419.25			40 64000	348	10200
38	11/23/20	Amazon	419.24			50 65000	348	10200
39	11/23/20	JB Weld	15.06			50 65000	353	10200
40	11/23/20	Best Western Test	174.19*			40 64000	715	10200
6401	18738S	301 US BANK	2,584.33					
1	12/22/20	Adobe	3.45			20 62000	305	10200
2	12/22/20	Adobe	0.30			30 63000	305	10200
3	12/22/20	Adobe	5.24			40 64000	305	10200
4	12/22/20	Adobe	5.70			50 65000	305	10200
5	12/22/20	Adobe	0.30			60 66000	305	10200
6	12/22/20	Zoom	3.45			20 62000	305	10200
7	12/22/20	Zoom	0.30			30 63000	305	10200
8	12/22/20	Zoom	5.24			40 64000	305	10200
9	12/22/20	Zoom	5.70			50 65000	305	10200
10	12/22/20	Zoom	0.30			60 66000	305	10200
11	12/22/20	Postage	0.56*			20 62000	315	10200
12	12/22/20	Postage	0.05*			30 63000	315	10200
13	12/22/20	Postage	0.84			40 64000	315	10200
14	12/22/20	Postage	0.92			50 65000	315	10200
15	12/22/20	Postage	0.05			60 66000	315	10200
16	12/22/20	Lowe's	30.39			40 64000	352	10200
17	12/22/20	Lowe's	30.39			50 65000	352	10200
18	12/22/20	Amazon Respirator	58.84			40 64000	348	10200
19	12/22/20	Amazon Respirator	58.84			50 65000	348	10200
20	12/22/20	California Water Env	91.00			40 64000	385	10200
21	12/22/20	Lowe's office trailer	187.18*			30 63000	581	10200
22	12/22/20	Lowe's office trailer	187.18*			40 64000	581	10200
23	12/22/20	Lowe's office trailer	187.28*			50 65000	581	10200
24	12/22/20	Lowe's office trailer	187.28*			60 66000	581	10200
25	12/22/20	Thermal Paper,Lowe's	47.75			40 64000	305	10200
26	12/22/20	Thermal Paper,Lowe's	47.75			50 65000	305	10200
27	12/22/20	Fuel	91.17			40 64000	485	10200
28	12/22/20	Fuel	91.17			50 65000	485	10200
29	12/22/20	Lowe's, Amazon	359.17			40 64000	490	10200
30	12/22/20	Lowe's, Amazon	359.17			50 65000	490	10200
31	12/22/20	O'Reilly	10.77			40 64000	354	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 12/20

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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
32	12/22/20	OReilly	10.77			50 65000	354	10200
33	12/22/20	Lowe's, Quick Link	117.47			30 63000	353	10200
34	12/22/20	Amazon Dry Eease Board	81.30			30 63000	305	10200
35	12/22/20	Amazon Dry Eease Board	81.30			40 64000	305	10200
36	12/22/20	Amazon Dry Eease Board	81.30			50 65000	305	10200
37	12/22/20	Amazon Dry Eease Board	81.30			60 66000	305	10200
38	12/22/20	Postage	2.40*			20 62000	315	10200
39	12/22/20	Amazon hand sanitizer	70.76			20 62000	450	10200
Total for Vendor:			7,673.68					
6348	18708S	327 VALLI INFORMATION SYSTEMS	696.22					
Web Posting service for Nov								
1	62651	11/30/20 Web Posting, Postage	305.32			40 64000	315	10200
2	62651	11/30/20 Web Posting, Postage	305.32			50 65000	315	10200
3	62651	11/30/20 Web Posting, Postage SMFD Food	85.58*			20 62000	315	10200
6370	18725S	327 VALLI INFORMATION SYSTEMS	75.00					
Web Posting service for September								
1	61592	12/14/20 Web Posting, Postage	37.50			40 64000	315	10200
2	61592	12/14/20 Web Posting, Postage	37.50			50 65000	315	10200
Total for Vendor:			771.22					
6371	18726S	511 VERIZON	90.12					
Laptop 805-423-7591,805-591-9233,805-591-9352								
Laptop 805-369-9703								
12/09/20 ~ 01/08/20								
1	9868680649	12/08/20 Tablets	20.04			20 62000	310	10200
2	9868680649	12/08/20 Tablets	35.04			40 64000	310	10200
3	9868680649	12/08/20 Tablets	35.04			50 65000	310	10200
Total for Vendor:			90.12					
6389	18739S	317 WESTERN JANITOR SUPPLY INC	190.54					
1	180076	11/30/20 S/F BLCH Towel/Roll Towel	63.52			20 62000	305	10200
2	180076	11/30/20 S/F BLCH Towel/Roll Towel	63.51			40 64000	305	10200
3	180076	11/30/20 S/F BLCH Towel/Roll Towel	63.51			50 65000	305	10200
Total for Vendor:			190.54					

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Claim Details
 For the Accounting Period: 12/20

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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
6350	18709S	612 WEX BANK	527.01					
2	11/07/20	Truck #8601	103.50			20 62000	485	10200
4	11/07/20	Truck #8632	88.76			40 64000	485	10200
5	11/07/20	Truck #8632	88.75			50 65000	485	10200
8	11/07/20	Truck #8696	246.00			20 62000	485	10200
Total for Vendor:			527.01					
6374	18727S	318 WILDHORSE PROPANE	536.08					
ACCT #SANMI1								
1	U0014552	12/18/20 Propane	123.30			20 62000	382	10200
2	U0014552	12/18/20 Propane	10.72			30 63000	382	10200
3	U0014552	12/18/20 Propane	187.63			40 64000	382	10200
4	U0014552	12/18/20 Propane	203.71			50 65000	382	10200
5	U0014552	12/18/20 Propane	10.72*			60 66000	382	10200
Total for Vendor:			536.08					
# of Claims			78	Total:	137,588.66			

Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT 10200 Operating Cash - Premier	\$11,793.44
30 STREET LIGHTING DEPARTMENT 10200 Operating Cash - Premier	\$11,471.61
40 WASTEWATER DEPARTMENT 10200 Operating Cash - Premier	\$62,924.93
50 WATER DEPARTMENT 10200 Operating Cash - Premier	\$43,216.31
60 SOLID WASTE DEPARTMENT 10200 Operating Cash - Premier	\$8,182.37
Total:	\$137,588.66

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40220	Weed Abatement Fees	0.00	0.00	2,000.00	2,000.00	0 %
40310	Fireworks Refundable C/Up Bond	0.00	-1,000.00	2,700.00	3,700.00	-37 %
40410	Mutual Aid Fires	32,680.13	32,680.13	0.00	-32,680.13	** %
40420	Ambulance Reimbursement	1,261.01	2,498.51	4,400.00	1,901.49	57 %
40500	VFA Assistance Grant	0.00	0.00	20,000.00	20,000.00	0 %
40505	CFF~California Fire Foundation	0.00	15,000.00	0.00	-15,000.00	** %
	Account Group Total:	33,941.14	49,178.64	29,100.00	-20,078.64	169 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	48,062.92	125,919.75	417,997.00	292,077.25	30 %
	Account Group Total:	48,062.92	125,919.75	417,997.00	292,077.25	30 %
46000	Revenues & Interest					
46000	Revenues & Interest	77.74	560.67	0.00	-560.67	** %
46150	Miscellaneous Income	1,031.02	9,686.10	0.00	-9,686.10	** %
46151	Refund/Adjustments	38.69	98.23	0.00	-98.23	** %
46153	Plan Check Fees and Inspections	1,021.00	6,078.72	2,000.00	-4,078.72	304 %
	Account Group Total:	2,168.45	16,423.72	2,000.00	-14,423.72	821 %
	Fund Total:	84,172.51	191,522.11	449,097.00	257,574.89	43 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	14,419.97	36,175.40	124,439.00	88,263.60	29 %
	Account Group Total:	14,419.97	36,175.40	124,439.00	88,263.60	29 %
46000	Revenues & Interest					
46000	Revenues & Interest	194.33	2,351.31	0.00	-2,351.31	** %
46100	Realized Earnings	-288.85	-740.15	0.00	740.15	** %
46150	Miscellaneous Income	19.10	11,733.76	0.00	-11,733.76	** %
46151	Refund/Adjustments	6.71	6.71	0.00	-6.71	** %
	Account Group Total:	-68.71	13,351.63	0.00	-13,351.63	** %
	Fund Total:	14,351.26	49,527.03	124,439.00	74,911.97	40 %
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	0.00	176,840.00	0.00	-176,840.00	** %
40900	Wastewater Sales	89,947.78	538,009.64	954,125.00	416,115.36	56 %
	Account Group Total:	89,947.78	714,849.64	954,125.00	239,275.36	75 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	7,088.34	17,965.66	62,508.00	44,542.34	29 %
	Account Group Total:	7,088.34	17,965.66	62,508.00	44,542.34	29 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
46000	Revenues & Interest					
46000	Revenues & Interest	156.09	1,051.88	0.00	-1,051.88	** %
46006	IRWM Grants	0.00	8,561.77	0.00	-8,561.77	** %
46008	DWR Grants	0.00	39,433.00	250,000.00	210,567.00	16 %
46150	Miscellaneous Income	420.05	10,896.39	0.00	-10,896.39	** %
46151	Refund/Adjustments	58.87	118.42	0.00	-118.42	** %
46152	Recycling	0.00	99.50	0.00	-99.50	** %
46155	Will Serve Processing Fees	0.00	750.00	0.00	-750.00	** %
	Account Group Total:	635.01	60,910.96	250,000.00	189,089.04	24 %
	Fund Total:	97,671.13	793,726.26	1,266,633.00	472,906.74	63 %
50 WATER DEPARTMENT						
41000	Water Sales					
41000	Water Sales	63,210.47	496,768.81	895,101.00	398,332.19	55 %
41001	Water Connection Fees	0.00	179,852.00	0.00	-179,852.00	** %
41010	Water Meter Fees	0.00	6,750.00	0.00	-6,750.00	** %
	Account Group Total:	63,210.47	683,370.81	895,101.00	211,730.19	76 %
46000	Revenues & Interest					
46000	Revenues & Interest	37.96	370.32	0.00	-370.32	** %
46150	Miscellaneous Income	420.05	7,440.39	0.00	-7,440.39	** %
46151	Refund/Adjustments	63.92	123.47	0.00	-123.47	** %
46152	Recycling	0.00	39.50	0.00	-39.50	** %
46155	Will Serve Processing Fees	0.00	2,500.00	0.00	-2,500.00	** %
	Account Group Total:	521.93	10,473.68	0.00	-10,473.68	** %
	Fund Total:	63,732.40	693,844.49	895,101.00	201,256.51	78 %
60 SOLID WASTE DEPARTMENT						
46000	Revenues & Interest					
46000	Revenues & Interest	7.67	69.18	0.00	-69.18	** %
46005	Franchise Fees	3,347.89	20,270.74	32,323.00	12,052.26	63 %
46150	Miscellaneous Income	19.10	199.83	0.00	-199.83	** %
	Account Group Total:	3,374.66	20,539.75	32,323.00	11,783.25	64 %
	Fund Total:	3,374.66	20,539.75	32,323.00	11,783.25	64 %
	Grand Total:	263,301.96	1,749,159.64	2,767,593.00	1,018,433.36	63 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Revenue Budget vs Actuals
 For the Accounting Period: 12 / 20

Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT	84,172.51	191,522.11	449,097.00	257,574.89	43 %
30 STREET LIGHTING DEPARTMENT	14,351.26	49,527.03	124,439.00	74,911.97	40 %
40 WASTEWATER DEPARTMENT	97,671.13	793,726.26	1,266,633.00	472,906.74	63 %
50 WATER DEPARTMENT	63,732.40	693,844.49	895,101.00	201,256.51	78 %
60 SOLID WASTE DEPARTMENT	3,374.66	20,539.75	32,323.00	11,783.25	64 %
Grand Total:	263,301.96	1,749,159.64	2,767,593.00	1,018,433.36	63 %

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	18,895.11	66,660.36	150,000.00	150,000.00	83,339.64	44 %
	111 BOD Stipend	176.00	528.00	1,380.00	1,380.00	852.00	38 %
	115 Payroll Expenses	374.44	2,065.14	1,800.00	1,800.00	-265.14	115 %
	120 Workers' Compensation	0.00	10,435.74	7,260.00	7,260.00	-3,175.74	144 %
	121 Physicals	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	125 Volunteer firefighter stipends	3,735.90	26,057.91	45,000.00	45,000.00	18,942.09	58 %
	126 Strike Team Pay - VFF	0.00	114,489.30	0.00	0.00	-114,489.30	*** %
	135 Payroll Tax - FICA	263.45	7,568.95	2,800.00	2,800.00	-4,768.95	270 %
	140 Payroll Tax - Medicare	268.67	1,285.67	2,800.00	2,800.00	1,514.33	46 %
	155 Payroll Tax - SUI	136.70	1,143.53	3,918.00	3,918.00	2,774.47	29 %
	205 Insurance - Health	371.89	2,174.57	13,884.00	13,884.00	11,709.43	16 %
	210 Insurance - Dental	0.00	0.00	686.00	686.00	686.00	0 %
	215 Insurance - Vision	0.00	0.00	250.00	250.00	250.00	0 %
	225 Retirement - PERS expense	0.00	1,263.45	6,940.00	6,940.00	5,676.55	18 %
	305 Operations and maintenance	968.04	3,586.19	6,000.00	6,000.00	2,413.81	60 %
	310 Phone and fax expense	80.89	261.55	475.00	475.00	213.45	55 %
	315 Postage, shipping and freight	128.46	459.46	300.00	300.00	-159.46	153 %
	320 Printing and reproduction	0.00	96.48	600.00	600.00	503.52	16 %
	325 Professional svcs - Accounting	0.00	3,936.45	5,800.00	5,800.00	1,863.55	68 %
	326 Professional svcs - Engineering	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	327 Professional svcs - Legal (General)	1,585.11	5,498.50	8,000.00	8,000.00	2,501.50	69 %
	328 Insurance - prop and liability	0.00	22,508.41	13,000.00	13,000.00	-9,508.41	173 %
	334 Maintenance Agreements	602.66	4,148.69	4,979.00	4,979.00	830.31	83 %
	335 Meals - Reimbursement	107.13	354.23	600.00	600.00	245.77	59 %
	340 Meetings and conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	345 Mileage expense reimbursement	1.08	10.58	500.00	500.00	489.42	2 %
	348 Safety Equipment and Supplies	0.00	422.76	0.00	0.00	-422.76	*** %
	350 Repairs and maint - computers	0.00	1,068.52	4,500.00	4,500.00	3,431.48	24 %
	351 Repairs and maint - equip	0.00	796.41	10,000.00	10,000.00	9,203.59	8 %
	352 Repairs and maint - structures	0.00	37.95	5,000.00	5,000.00	4,962.05	1 %
	354 Repairs and maint - vehicles	1,350.00	9,266.03	10,000.00	10,000.00	733.97	93 %
	370 Dispatch services (Fire)	0.00	8,999.06	10,000.00	10,000.00	1,000.94	90 %
	375 Internet expenses	94.48	566.88	1,134.00	1,134.00	567.12	50 %
	376 Webpage- Upgrade/Maint	46.00	276.00	552.00	552.00	276.00	50 %
	380 Utilities - alarm service	0.00	0.00	120.00	120.00	120.00	0 %
	381 Utilities - electric	65.70	2,317.46	1,600.00	1,600.00	-717.46	145 %
	382 Utilities - propane	123.30	123.30	500.00	500.00	376.70	25 %
	385 Dues and subscriptions	3,029.07	6,459.87	6,272.00	6,272.00	-187.87	103 %
	386 Education and training	100.00	144.00	4,000.00	4,000.00	3,856.00	4 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	1,483.11	2,250.00	2,250.00	766.89	66 %
	395 Community Outreach	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	405 Software	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	410 Office Supplies	61.52	221.10	2,000.00	2,000.00	1,778.90	11 %
	450 EMS supplies	767.19	1,933.83	10,000.00	10,000.00	8,066.17	19 %
	455 Fire Safety Gear & Equipment	0.00	889.29	3,500.00	3,500.00	2,610.71	25 %
	456 VFF Assistance Grant	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
	460 Fire equipment	2,293.41	24,405.77	0.00	0.00	-24,405.77	*** %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
	465 Cell phones, radios and pagers	80.49	351.35	1,171.00	1,171.00	819.65	30 %
	470 Communication equipment	0.00	431.70	5,000.00	5,000.00	4,568.30	9 %
	475 Computer supplies and upgrades	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
	485 Fuel expense	349.50	2,193.60	6,000.00	6,000.00	3,806.40	37 %
	490 Small tools and equipment	40.98	1,919.48	2,500.00	2,500.00	580.52	77 %
	495 Uniform expense	0.00	2,381.70	3,000.00	3,000.00	618.30	79 %
	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	2,500.00	2,500.00	2,500.00	0 %
	510 Fire station addition	0.00	474.36	5,000.00	5,000.00	4,525.64	9 %
	710 County hazmat dues	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	715 Licenses, permits and fees	0.00	579.58	1,000.00	1,000.00	420.42	58 %
	960 Property tax expense	0.00	210.62	220.00	220.00	9.38	96 %
	Account Total:	36,097.17	342,486.89	447,791.00	447,791.00	105,304.11	76 %
	Account Group Total:	36,097.17	342,486.89	447,791.00	447,791.00	105,304.11	76 %
	Fund Total:	36,097.17	342,486.89	447,791.00	447,791.00	105,304.11	76 %
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000 Lighting							
	105 Salaries and Wages	1,449.60	5,616.12	12,849.00	12,849.00	7,232.88	44 %
	111 BOD Stipend	16.00	48.00	120.00	120.00	72.00	40 %
	115 Payroll Expenses	13.44	62.53	180.00	180.00	117.47	35 %
	120 Workers' Compensation	0.00	364.64	100.00	100.00	-264.64	365 %
	135 Payroll Tax - FICA	1.11	9.25	163.00	163.00	153.75	6 %
	140 Payroll Tax - Medicare	20.76	80.67	163.00	163.00	82.33	49 %
	155 Payroll Tax - SUI	0.44	4.32	91.00	91.00	86.68	5 %
	205 Insurance - Health	90.46	551.21	1,638.00	1,638.00	1,086.79	34 %
	210 Insurance - Dental	0.00	0.00	65.00	65.00	65.00	0 %
	215 Insurance - Vision	0.00	0.00	24.00	24.00	24.00	0 %
	225 Retirement - PERS expense	0.00	783.15	1,108.00	1,108.00	324.85	71 %
	305 Operations and maintenance	109.62	274.25	2,000.00	2,000.00	1,725.75	14 %
	315 Postage, shipping and freight	3.52	9.34	0.00	0.00	-9.34	*** %
	320 Printing and reproduction	0.00	8.39	200.00	200.00	191.61	4 %
	325 Professional svcs - Accounting	0.00	342.30	508.00	508.00	165.70	67 %
	326 Professional svcs - Engineering	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	327 Professional svcs - Legal (General)	947.84	1,387.33	1,700.00	1,700.00	312.67	82 %
	328 Insurance - prop and liability	0.00	889.94	500.00	500.00	-389.94	178 %
	330 Contract labor	0.00	0.00	23,000.00	23,000.00	23,000.00	0 %
	331 Professional Services - Legal	0.00	0.00	200.00	200.00	200.00	0 %
	334 Maintenance Agreements	20.47	248.45	320.00	320.00	71.55	78 %
	340 Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %
	345 Mileage expense reimbursement	2.39	51.32	150.00	150.00	98.68	34 %
	348 Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0 %
	350 Repairs and maint - computers	0.00	40.29	250.00	250.00	209.71	16 %
	351 Repairs and maint - equip	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	352 Repairs and maint - structures	0.00	3.30	0.00	0.00	-3.30	*** %
	353 Repairs & Maint- Infrastructure	117.47	539.21	10,000.00	10,000.00	9,460.79	5 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 20

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
354	Repairs and maint - vehicles	0.00	58.62	0.00	0.00	-58.62	*** %
376	Webpage- Upgrade/Maint	4.00	24.00	48.00	48.00	24.00	50 %
381	Utilities - electric	2,391.73	7,122.56	0.00	0.00	-7,122.56	*** %
382	Utilities - propane	10.72	10.72	100.00	100.00	89.28	11 %
384	Utilities - Water/Sewer	780.13	4,769.02	0.00	0.00	-4,769.02	*** %
385	Dues and subscriptions	77.22	108.42	132.00	132.00	23.58	82 %
386	Education and training	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
393	Advertising and public notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
394	LAFCO Allocations	0.00	247.19	375.00	375.00	127.81	66 %
410	Office Supplies	3.85	22.20	125.00	125.00	102.80	18 %
465	Cell phones, radios and pagers	7.50	33.78	143.00	143.00	109.22	24 %
475	Computer supplies and upgrades	0.00	0.00	50.00	50.00	50.00	0 %
485	Fuel expense	0.00	0.00	100.00	100.00	100.00	0 %
490	Small tools and equipment	0.00	536.20	1,000.00	1,000.00	463.80	54 %
495	Uniform expense	4.50	23.19	200.00	200.00	176.81	12 %
500	Capital Outlay	6,759.20	8,998.70	0.00	2,239.50	-6,759.20	402 %
581	WWTP Expansion	241.34	1,840.80	0.00	0.00	-1,840.80	*** %
715	Licenses, permits and fees	0.00	0.00	50.00	50.00	50.00	0 %
	Account Total:	13,073.31	35,109.41	67,502.00	69,741.50	34,632.09	50 %
	Account Group Total:	13,073.31	35,109.41	67,502.00	69,741.50	34,632.09	50 %
	Fund Total:	13,073.31	35,109.41	67,502.00	69,741.50	34,632.09	50 %
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
105	Salaries and Wages	21,988.80	95,253.48	214,800.00	214,800.00	119,546.52	44 %
109	Stand-by Hours	743.50	3,928.50	7,500.00	7,500.00	3,571.50	52 %
111	BOD Stipend	288.00	864.00	2,100.00	2,100.00	1,236.00	41 %
115	Payroll Expenses	235.03	1,094.27	3,420.00	3,420.00	2,325.73	32 %
120	Workers' Compensation	0.00	7,874.01	8,000.00	8,000.00	125.99	98 %
135	Payroll Tax - FICA	17.17	159.65	3,052.00	3,052.00	2,892.35	5 %
140	Payroll Tax - Medicare	328.50	1,430.81	3,052.00	3,052.00	1,621.19	47 %
155	Payroll Tax - SUI	7.01	71.59	2,140.00	2,140.00	2,068.41	3 %
160	Payroll Tax - ETT	0.00	0.00	4,056.00	4,056.00	4,056.00	0 %
205	Insurance - Health	1,757.75	10,560.23	32,844.00	32,844.00	22,283.77	32 %
206	Insurance - CalPers Health Retiree	114.86	689.17	0.00	0.00	-689.17	*** %
210	Insurance - Dental	0.00	0.00	1,526.00	1,526.00	1,526.00	0 %
215	Insurance - Vision	0.00	0.00	557.00	557.00	557.00	0 %
225	Retirement - PERS expense	0.00	7,815.90	15,833.00	15,833.00	8,017.10	49 %
305	Operations and maintenance	273.51	1,433.70	8,000.00	8,000.00	6,566.30	18 %
310	Phone and fax expense	127.61	545.43	1,138.00	1,138.00	592.57	48 %
315	Postage, shipping and freight	404.40	1,772.58	4,000.00	4,000.00	2,227.42	44 %
320	Printing and reproduction	0.00	161.41	1,000.00	1,000.00	838.59	16 %
325	Professional svcs - Accounting	0.00	5,990.25	8,897.00	8,897.00	2,906.75	67 %
326	Professional svcs - Engineering	0.00	14,008.75	12,000.00	12,000.00	-2,008.75	117 %
327	Professional svcs - Legal (General)	4,020.14	10,835.14	29,750.00	29,750.00	18,914.86	36 %
328	Insurance - prop and liability	0.00	11,863.18	12,000.00	12,000.00	136.82	99 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
329	New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
330	Contract labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Professional Services - Legal	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
334	Maintenance Agreements	880.43	5,922.17	13,161.00	13,161.00	7,238.83	45 %
335	Meals - Reimbursement	0.00	0.00	100.00	100.00	100.00	0 %
340	Meetings and conferences	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
345	Mileage expense reimbursement	28.22	608.70	1,000.00	1,000.00	391.30	61 %
348	Safety Equipment and Supplies	478.09	961.10	1,000.00	1,000.00	38.90	96 %
349	Repairs & Maintenance Mission Gardens	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
350	Repairs and maint - computers	0.00	771.81	1,500.00	1,500.00	728.19	51 %
351	Repairs and maint - equip	580.00	664.03	10,000.00	10,000.00	9,335.97	7 %
352	Repairs and maint - structures	153.61	211.36	1,500.00	1,500.00	1,288.64	14 %
353	Repairs & Maint- Infrastructure	234.23	234.23	5,000.00	5,000.00	4,765.77	5 %
354	Repairs and maint - vehicles	10.77	1,216.34	2,000.00	2,000.00	783.66	61 %
355	Testing & Supplies (WWTP)	0.00	804.00	12,000.00	12,000.00	11,196.00	7 %
375	Internet expenses	380.17	1,471.20	1,863.00	1,863.00	391.80	79 %
376	Webpage- Upgrade/Maint	70.00	420.00	840.00	840.00	420.00	50 %
379	Utilities Electric Mission Gardens	0.00	178.13	5,000.00	5,000.00	4,821.87	4 %
380	Utilities - alarm service	107.60	379.15	620.00	620.00	240.85	61 %
381	Utilities - electric	12,500.66	41,065.71	50,000.00	50,000.00	8,934.29	82 %
382	Utilities - propane	187.63	187.63	1,000.00	1,000.00	812.37	19 %
383	Utilities - trash	51.99	311.94	700.00	700.00	388.06	45 %
384	Utilities - Water/Sewer	102.10	306.41	0.00	0.00	-306.41	*** %
385	Dues and subscriptions	1,442.35	2,126.35	4,000.00	4,000.00	1,873.65	53 %
386	Education and training	0.00	-895.00	5,000.00	5,000.00	5,895.00	-18 %
393	Advertising and public notices	0.00	100.00	1,000.00	1,000.00	900.00	10 %
394	LAFCO Allocations	0.00	1,483.11	2,250.00	2,250.00	766.89	66 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
396	Utilities SoCalGas	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
410	Office Supplies	48.43	282.85	1,125.00	1,125.00	842.15	25 %
432	Utility Rate Design Study	1,755.00	1,755.00	0.00	0.00	-1,755.00	*** %
459	Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
465	Cell phones, radios and pagers	135.39	679.69	1,530.00	1,530.00	850.31	44 %
475	Computer supplies and upgrades	0.00	0.00	2,450.00	2,450.00	2,450.00	0 %
485	Fuel expense	179.93	3,297.18	5,000.00	5,000.00	1,702.82	66 %
490	Small tools and equipment	359.17	359.17	6,000.00	6,000.00	5,640.83	6 %
495	Uniform expense	107.52	708.81	1,800.00	1,800.00	1,091.19	39 %
500	Capital Outlay	6,759.20	8,998.70	0.00	2,239.50	-6,759.20	402 %
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	1,000.00	1,000.00	1,000.00	0 %
581	WWTP Expansion	241.34	3,842.19	0.00	0.00	-3,842.19	*** %
582	WWTP Plant Maintenance	0.00	10,775.88	50,000.00	50,000.00	39,224.12	22 %
585	Sludge Removal Project	0.00	2,419.40	10,000.00	10,000.00	7,580.60	24 %
587	WWTF Final Design/ Construction	7,800.93	72,769.68	250,000.00	250,000.00	177,230.32	29 %
705	Waste Discharge Fees/Permits	23,210.00	23,210.00	25,000.00	25,000.00	1,790.00	93 %
715	Licenses, permits and fees	458.12	1,582.52	1,500.00	1,500.00	-82.52	106 %
960	Property tax expense	0.00	127.84	150.00	150.00	22.16	85 %
970	WWTF Long Term maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
Account Total:		88,569.16	365,689.33	991,854.00	994,093.50	628,404.17	37 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
Account Group Total:		88,569.16	365,689.33	991,854.00	994,093.50	628,404.17	37 %
Fund Total:		88,569.16	365,689.33	991,854.00	994,093.50	628,404.17	37 %
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
105	Salaries and Wages	25,308.03	109,927.96	234,901.00	234,901.00	124,973.04	47 %
109	Stand-by Hours	743.50	3,928.50	7,500.00	7,500.00	3,571.50	52 %
111	BOD Stipend	304.00	912.00	2,280.00	2,280.00	1,368.00	40 %
115	Payroll Expenses	255.16	1,188.04	3,420.00	3,420.00	2,231.96	35 %
120	Workers' Compensation	0.00	8,992.09	6,050.00	6,050.00	-2,942.09	149 %
135	Payroll Tax - FICA	19.55	188.22	3,403.00	3,403.00	3,214.78	6 %
140	Payroll Tax - Medicare	376.58	1,643.18	3,403.00	3,403.00	1,759.82	48 %
155	Payroll Tax - SUI	8.07	87.86	2,166.00	2,166.00	2,078.14	4 %
160	Payroll Tax - ETT	0.00	0.00	3,967.00	3,967.00	3,967.00	0 %
205	Insurance - Health	2,469.58	14,698.50	34,896.00	34,896.00	20,197.50	42 %
206	Insurance - CalPers Health Retiree	114.86	689.19	0.00	0.00	-689.19	*** %
210	Insurance - Dental	0.00	0.00	1,618.00	1,618.00	1,618.00	0 %
215	Insurance - Vision	0.00	0.00	590.00	590.00	590.00	0 %
225	Retirement - PERS expense	0.00	7,951.35	20,913.00	20,913.00	12,961.65	38 %
305	Operations and maintenance	275.79	1,293.60	8,000.00	8,000.00	6,706.40	16 %
310	Phone and fax expense	127.60	545.40	1,138.00	1,138.00	592.60	48 %
315	Postage, shipping and freight	417.44	1,794.56	4,000.00	4,000.00	2,205.44	45 %
320	Printing and reproduction	0.00	198.97	1,000.00	1,000.00	801.03	20 %
324	Professional Svcs- GSA-GSP	0.00	3,045.00	20,000.00	20,000.00	16,955.00	15 %
325	Professional svcs - Accounting	0.00	6,503.70	9,660.00	9,660.00	3,156.30	67 %
326	Professional svcs - Engineering	0.00	28,888.75	20,000.00	20,000.00	-8,888.75	144 %
327	Professional svcs - Legal (General)	4,765.48	15,587.39	32,300.00	32,300.00	16,712.61	48 %
328	Insurance - prop and liability	0.00	18,931.45	20,000.00	20,000.00	1,068.55	95 %
329	New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
330	Contract labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Professional Services - Legal	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
332	Professional Services - Legal	10,384.23	33,040.13	100,000.00	100,000.00	66,959.87	33 %
334	Maintenance Agreements	417.46	6,355.20	13,671.00	13,671.00	7,315.80	46 %
335	Meals - Reimbursement	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and conferences	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
345	Mileage expense reimbursement	30.80	684.17	1,000.00	1,000.00	315.83	68 %
348	Safety Equipment and Supplies	478.08	961.09	1,000.00	1,000.00	38.91	96 %
350	Repairs and maint - computers	0.00	832.23	1,500.00	1,500.00	667.77	55 %
351	Repairs and maint - equip	580.00	3,123.39	4,000.00	4,000.00	876.61	78 %
352	Repairs and maint - structures	153.60	458.15	2,000.00	2,000.00	1,541.85	23 %
353	Repairs & Maint- Infrastructure	196.52	4,020.25	50,000.00	50,000.00	45,979.75	8 %
354	Repairs and maint - vehicles	10.77	1,216.32	2,000.00	2,000.00	783.68	61 %
356	Testing & Supplies - Well #3 (Water)	111.00	621.25	3,500.00	3,500.00	2,878.75	18 %
357	Testing & Supplies - Well #4 (Water)	111.00	546.24	3,500.00	3,500.00	2,953.76	16 %
358	Testing & Supplies- SLT Well (Water)	401.00	2,025.24	6,000.00	6,000.00	3,974.76	34 %
359	Testing & Supplies-Other	260.00	5,297.00	6,000.00	6,000.00	703.00	88 %
362	Cross-Connection Control Svcs.	151.00	410.40	1,000.00	1,000.00	589.60	41 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 20

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
	375 Internet expenses	110.23	661.38	1,863.00	1,863.00	1,201.62	36 %
	376 Webpage- Upgrade/Maint	76.00	456.00	912.00	912.00	456.00	50 %
	380 Utilities - alarm service	107.60	379.15	620.00	620.00	240.85	61 %
	381 Utilities - electric	6,517.56	25,137.49	50,000.00	50,000.00	24,862.51	50 %
	382 Utilities - propane	203.71	203.71	1,000.00	1,000.00	796.29	20 %
	383 Utilities - trash	51.99	311.94	700.00	700.00	388.06	45 %
	385 Dues and subscriptions	1,467.18	2,179.98	4,000.00	4,000.00	1,820.02	54 %
	386 Education and training	0.00	25.00	5,000.00	5,000.00	4,975.00	1 %
	393 Advertising and public notices	0.00	100.00	2,000.00	2,000.00	1,900.00	5 %
	394 LAFCO Allocations	0.00	1,483.11	2,250.00	2,250.00	766.89	66 %
	395 Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	396 Utilities SoCalGas	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	410 Office Supplies	52.47	299.12	1,125.00	1,125.00	825.88	27 %
	432 Utility Rate Design Study	1,755.00	1,755.00	0.00	0.00	-1,755.00	*** %
	459 Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	465 Cell phones, radios and pagers	149.52	743.56	1,573.00	1,573.00	829.44	47 %
	475 Computer supplies and upgrades	0.00	115.15	2,450.00	2,450.00	2,334.85	5 %
	481 Chemicals- Well #3	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	482 Chemicals-Well #4	0.00	1,066.23	4,000.00	4,000.00	2,933.77	27 %
	483 Chemicals-SLT Well	0.00	1,501.51	2,000.00	2,000.00	498.49	75 %
	485 Fuel expense	179.92	1,114.67	4,000.00	4,000.00	2,885.33	28 %
	490 Small tools and equipment	359.17	932.43	6,000.00	6,000.00	5,067.57	16 %
	495 Uniform expense	107.52	708.81	1,800.00	1,800.00	1,091.19	39 %
	500 Capital Outlay	7,741.49	9,980.99	0.00	2,239.50	-7,741.49	446 %
	520 Water Main Valves Replacement	0.00	1,210.86	10,000.00	10,000.00	8,789.14	12 %
	525 Water meter replacement	3,750.38	13,598.38	20,000.00	20,000.00	6,401.62	68 %
	526 Development Meters	0.00	585.23	15,000.00	15,000.00	14,414.77	4 %
	535 Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	581 WWTP Expansion	241.71	1,841.16	0.00	0.00	-1,841.16	*** %
	582 WWTP Plant Maintenance	0.00	2,126.06	0.00	0.00	-2,126.06	*** %
	605 USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	715 Licenses, permits and fees	1,639.00	2,208.59	6,500.00	6,500.00	4,291.41	34 %
	930 Interest Fees	0.00	2,282.89	50,000.00	50,000.00	47,717.11	5 %
	940 Bank service charges	0.00	23.11	0.00	0.00	-23.11	*** %
	Account Total:	72,981.55	359,618.28	894,469.00	896,708.50	537,090.22	40 %
	Account Group Total:	72,981.55	359,618.28	894,469.00	896,708.50	537,090.22	40 %
	Fund Total:	72,981.55	359,618.28	894,469.00	896,708.50	537,090.22	40 %

60 SOLID WASTE DEPARTMENT

66000 SOLID WASTE

66000 SOLID WASTE

	105 Salaries and Wages	1,459.76	5,665.01	12,849.00	12,849.00	7,183.99	44 %
	111 BOD Stipend	16.00	47.99	120.00	120.00	72.01	40 %
	115 Payroll Expenses	13.44	62.53	180.00	180.00	117.47	35 %
	120 Workers' Compensation	0.00	364.64	100.00	100.00	-264.64	365 %
	135 Payroll Tax - FICA	1.12	9.37	163.00	163.00	153.63	6 %
	140 Payroll Tax - Medicare	21.00	81.73	163.00	163.00	81.27	50 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
155	Payroll Tax - SUI	0.44	4.39	91.00	91.00	86.61	5 %
205	Insurance - Health	97.36	580.68	1,638.00	1,638.00	1,057.32	35 %
206	Insurance - CalPers Health Retiree	0.00	0.02	0.00	0.00	-0.02	*** %
210	Insurance - Dental	0.00	0.00	65.00	65.00	65.00	0 %
215	Insurance - Vision	0.00	0.00	24.00	24.00	24.00	0 %
225	Retirement - PERS expense	0.00	783.15	1,108.00	1,108.00	324.85	71 %
305	Operations and maintenance	109.61	274.26	2,000.00	2,000.00	1,725.74	14 %
315	Postage, shipping and freight	3.52	9.34	500.00	500.00	490.66	2 %
320	Printing and reproduction	0.00	8.39	500.00	500.00	491.61	2 %
325	Professional svcs - Accounting	0.00	342.30	508.00	508.00	165.70	67 %
327	Professional svcs - Legal (General)	947.84	1,387.33	1,700.00	1,700.00	312.67	82 %
328	Insurance - prop and liability	0.00	672.75	500.00	500.00	-172.75	135 %
331	Professional Services - Legal	0.00	0.00	200.00	200.00	200.00	0 %
334	Maintenance Agreements	20.47	274.25	320.00	320.00	45.75	86 %
340	Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %
345	Mileage expense reimbursement	2.59	53.06	100.00	100.00	46.94	53 %
348	Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0 %
350	Repairs and maint - computers	0.00	14.48	0.00	0.00	-14.48	*** %
352	Repairs and maint - structures	0.00	3.30	0.00	0.00	-3.30	*** %
354	Repairs and maint - vehicles	0.00	58.62	0.00	0.00	-58.62	*** %
376	Webpage- Upgrade/Maint	4.00	24.00	48.00	48.00	24.00	50 %
382	Utilities - propane	10.72	10.72	0.00	0.00	-10.72	*** %
384	Utilities - Water/Sewer	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
385	Dues and subscriptions	77.22	108.42	132.00	132.00	23.58	82 %
386	Education and training	0.00	0.00	500.00	500.00	500.00	0 %
393	Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
394	LAFCO Allocations	0.00	247.19	375.00	375.00	127.81	66 %
395	Community Outreach	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
410	Office Supplies	3.85	22.20	125.00	125.00	102.80	18 %
465	Cell phones, radios and pagers	7.83	35.25	143.00	143.00	107.75	25 %
475	Computer supplies and upgrades	0.00	0.00	50.00	50.00	50.00	0 %
495	Uniform expense	4.50	23.19	200.00	200.00	176.81	12 %
500	Capital Outlay	6,759.20	8,998.70	0.00	2,239.50	-6,759.20	402 %
581	WWTP Expansion	241.44	1,840.88	0.00	0.00	-1,840.88	*** %
	Account Total:	9,801.91	22,008.14	28,602.00	30,841.50	8,833.36	71 %
	Account Group Total:	9,801.91	22,008.14	28,602.00	30,841.50	8,833.36	71 %
	Fund Total:	9,801.91	22,008.14	28,602.00	30,841.50	8,833.36	71 %
	Grand Total:	220,523.10	1,124,912.05	2,430,218.00	2,439,176.00	1,314,263.95	46 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 12/20

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 Operating Cash - Premier	170,000.17	33,749.84	0.00	4,495.20	32,357.40	166,897.41
10250 Pac Premier - Payroll	1,966.58	4,495.20	20,563.96	22,888.52	2,150.28	1,986.94
10340 Pac Premier Operational Reserve	206,620.88	50,376.56	0.00	0.00	0.00	256,997.44
10350 Pac Premier- Capital Reserve	272,176.73	46.11	0.00	0.00	0.00	272,222.84
Total Fund	650,764.36	88,667.71	20,563.96	27,383.72	34,507.68	698,104.63
30 STREET LIGHTING DEPARTMENT						
10200 Operating Cash - Premier	107,550.14	14,445.78	0.00	13.44	13,280.83	108,701.65
10250 Pac Premier - Payroll	344.14	13.44	1,809.22	1,308.11	403.66	455.03
10340 Pac Premier Operational Reserve	150,104.30	18.48	0.00	0.00	0.00	150,122.78
10350 Pac Premier- Capital Reserve	170,365.25	28.86	0.00	0.00	0.00	170,394.11
10460 Cantella & Co. Investment Acct.	160,352.67	146.99	0.00	288.85	0.00	160,210.81
Total Fund	588,716.50	14,653.55	1,809.22	1,610.40	13,684.49	589,884.38
40 WASTEWATER DEPARTMENT						
10200 Operating Cash - Premier	338,427.04	99,710.83	4,862.73	737.66	91,993.99	350,268.95
10250 Pac Premier - Payroll	10,172.69	235.02	29,069.06	20,342.16	6,652.60	12,482.01
10260 Pac Western Bank --Long Term	100,021.99	2.55	0.00	0.00	0.00	100,024.54
10340 Pac Premier Operational Reserve	180,124.60	22.16	0.00	0.00	0.00	180,146.76
10350 Pac Premier- Capital Reserve	775,524.34	131.38	0.00	0.00	0.00	775,655.72
Total Fund	1,404,270.66	100,101.94	33,931.79	21,079.82	98,646.59	1,418,577.98
50 WATER DEPARTMENT						
10150 Cash in SLO County	76,655.36	0.00	0.00	0.00	0.00	76,655.36
10200 Operating Cash - Premier	206,943.55	82,682.18	0.00	829.69	79,681.86	209,114.18
10250 Pac Premier - Payroll	-4,514.39	255.14	31,602.82	23,028.13	8,782.99	-4,467.55
10340 Pac Premier Operational Reserve	25,241.09	3.11	0.00	0.00	0.00	25,244.20
10350 Pac Premier- Capital Reserve	202,306.17	34.28	0.00	0.00	0.00	202,340.45
10400 HOB - USDA Reserve	66,964.49	0.57	0.00	0.00	0.00	66,965.06
Total Fund	573,596.27	82,975.28	31,602.82	23,857.82	88,464.85	575,851.70
60 SOLID WASTE DEPARTMENT						
10200 Operating Cash - Premier	66,585.32	3,366.99	0.00	13.44	10,004.33	59,934.54
10250 Pac Premier - Payroll	602.83	13.44	1,821.96	1,306.06	418.95	713.22
10340 Pac Premier Operational Reserve	62,213.14	7.66	0.00	0.00	0.00	62,220.80
10350 Pac Premier- Capital Reserve	50.51	0.01	0.00	0.00	0.00	50.52
Total Fund	129,451.80	3,388.10	1,821.96	1,319.50	10,423.28	122,919.08
73 CLAIMS CLEARING FUND						
10200 Operating Cash - Premier	71,696.91	0.00	137,588.66	151,885.36	0.00	57,400.21
10250 Pac Premier - Payroll	0.00	0.00	18,408.48	16,523.44	0.00	1,885.04
Total Fund	71,696.91	0.00	155,997.14	168,408.80	0.00	59,285.25
Totals	3,418,496.50	289,786.58	245,726.89	243,660.06	245,726.89	3,464,623.02

*** 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

January 28th, 2021

AGENDA ITEM: XI-3

SUBJECT: Review and Approve **Resolution No. 2021-02** Adopting the Operations and Maintenance Mid-Year Budget Adjustments.

BACKGROUND:

The District operates on a fiscal year basis which is July – June. The annual operations and maintenance (O & M) budget of any agency is a spending plan for the fiscal year to provide services. The current budget has been reviewed by all supervising staff and the District Bookkeeper. From those reviews recommendations for mid-year adjustment are being submitted for Board review and approval.

The budget adjustments were reviewed based on 50% of the year being complete at the time of the review January 20th, 2021. All objects that exceed 50% were reviewed for a potential adjustment. Objects that are 100% and are a one-time expense are considered complete therefore no adjustments are recommended. Other objects that exceeded 50% have recommendations based on the objects activity and may or may not need an adjustment.

The original approved budget is indicated in the first column. The Proposed Changes are indicated in the second column and the Revised Adjustment are indicated in the third column. The ‘amount of change’ column amounts indicated in black are (ADDITIONS) and Objects in red are (REDUCTIONS) from the approved budget amount.

20 Fire – This assessment is based on being 50% through the 20-21 budget cycle. This fund has committed YTD 77% based on the approved 20-21 Budget. The San Miguel Fire Department had participated in Master Mutual Aid Campaign Fires / Strike Team Assignments during the 2020 fire season. The participation generated an additional \$203,414.75 in revenue. of the \$203,414.75, \$118,870.00 needs to be added to the 20/21 budget to cover the additional payroll, and equipment cost directly related to the Strike Teams. An additional \$30,000.00 shall be utilized to fund the final buildout on E8668. All funding allocations are within the approved usage for OES Reimbursements.

An additional \$15,000.00 budget increase is required for an American Fire Foundation Grant, that was applied for and granted post-budget approval. A decrease of \$20,000.00 shall also be required due to the Volunteer Firefighter Grant was not awarded to the Department due to lack of available funding.

Additional budgetary adjustments are required due to unexpected increases in insurance premiums, and higher than anticipated legal, accounting, and Utility Electric PG&E fees. These items are under review to determine the accuracy of the billing percentages applied.

All budget adjustments, other than adjustments related to OES Reimbursements, shall be accomplished by reallocating funds between approved object code line items. Net Change of \$139,042.92, Please see attachments for the detailed breakdown on all funds.

30 Lighting – This assessment is based on being 50% through the 20-21 budget cycle. This fund has committed YTD 31% based on the approved 20-21 Budget. Each Object in lighting was reviewed, adjustments were made in objects that were over the 50% for the year. Object 381 Utilities Electric was omitted in the initial budget, there was a large rate increase in the electrical rates. This adjustment was made to account for 30 funds share. Object 384 Utilities Water and Sewer was also added to fund 30 Lighting. Per the Board, Direction lighting is now paying for water used to irrigate. These were the two largest adjustments in Fund 30. The two investment CDS are now owned fund 30 and Mark Edelman with Cantella Investment reports the investments are doing good. Has a Net Change of \$14,446.0

40 Wastewater - This assessment is based on being 50% through the 20-21 budget cycle. This fund has committed YTD 27% based on the approved 20-21 Budget. The largest adjustment in Fund 40 (Wastewater) was object 381 Utility Electric, this adjustment was made due to the PG&E's rate increase. Has a net change of \$20,908.0.

50 Water- This assessment is based on being 50% through the 20-21 budget cycle. This fund has committed YTD 31% based on the approved 20-21 Budget. Minor changes were made in fund 50 Water, 582 WWTF Expansion was established for maintenance at the WWTF that benefits the water plant. There has also been the need for a \$397,880. Change for the cost of the approved contract for the 10th and 11th St. Waterline replacement. This is 80% Grant Funded. This fund has a net Change of \$400,579.0.

60 Solid Waste – This assessment is based on being 50% through the 20-21 budget cycle. This fund has committed YTD 38% based on the approved 20-21 Budget. Has an adjustment of a Net Change \$652.00

Fiscal Impact:

To the benefit of the district, completing a mid-year adjustment and passing with board approval will help the district in preparing for FY 21-22 and completing FY 20-21 fiscal year with more confidence. The fiscal impacts are as specified in each fund.

Staff Recommendation:

It is recommended that the Board discuss and adopt the FY2020-21 Operations and Maintenance Mid-Year Budget adjustments.

PREPARED BY:

Rob Roberson

Rob Roberson, Interim General Manager

Paola Freedmen, District Financial Officer

Kelly Dodds, Director of Utilities

Tamara Parent, Board Clerk /Account Clerk Manager

Scott Young, Asst. Fire Chief / Fire Prevention Officer

Attachment:

- Resolution 2021-02 for Mid -Year Budget Adjustments
- San Miguel Community Services District Mid-Year Revenue Budget Adjustments

San Miguel Fire Department
 Midyear Budget Overview

FIRE									
				Object	Desc	Approved Budget	Proposed Change	Revised Budget	
				105	Salaries and Wages	\$150,000.00	0	\$150,000.00	
Original Budget	\$447,791.00	Fully Funded		111	BOD Stipends	\$1,380.00	0	\$1,380.00	
Received YTD	\$191,672.11			115	Payroll Expenses	\$1,800.00	\$1,800.00	\$3,600.00	Increase due to OES Payroll
To Be Received	\$395,161.81			120	Workers Compensation	\$7,260.00	\$3,175.00	\$10,435.00	Increased annual premium post budget approval
Adjusted Budget	\$586,833.92			121	Physicals	\$2,000.00	\$0.00	\$2,000.00	
				125	Volunteer Firefighter Stipends	\$45,000.00	\$0.00	\$45,000.00	
				126	Strike team Payroll	\$0.00	\$107,352.00	\$107,352.00	OES Reimbursements
Additional Revenue				135	Payroll Tax - FICA	\$2,800.00	\$8,518.00	\$11,318.00	Increase due to OES Payroll
OES Reimbursements				140	Payroll Tax- Medicare	\$2,800.00	\$0.00	\$2,800.00	
Pond Fire	\$14,566.34	Payment Pending		155	Payroll Tax- SUI	\$3,918.00	\$0.00	\$3,918.00	
Stagecoach Fire	\$32,680.13	Payment Received		205	Insurance - Health	\$13,884.00	(\$6,942.00)	\$6,942.00	Overestimated
North Complex	\$137,137.18	Payment Pending		210	Insurance- Dental	\$686.00	\$0.00	\$686.00	
Silverado Fire	\$19,031.75	Payment Pending		215	Insurance - Vision	\$250.00	\$0.00	\$250.00	
Grants				225	Retirement- PERS Expense	\$6,940.00	\$0.00	\$6,940.00	
American Fire Foundation	\$15,000.00	Payment Received		305	Operations and Maintenance	\$6,000.00	\$0.00	\$6,000.00	
VFF Grant	(\$20,000.00)	Funding ran out		310	Phone and Fax Expense	\$475.00	\$0.00	\$475.00	
Additional Revenue Total	\$198,415.40			315	Postage and Shipping	\$300.00	\$300.00	\$600.00	
Budget Overview				320	Printing and Reproduction	\$600.00	\$0.00	\$600.00	
Budgeted	\$447,791.00			325	Professional SVCS - Accounting	\$5,800.00	\$2,549.00	\$8,349.00	Increase TBD, under review
Committed YTD	\$343,651.51	77%		326	Professional Services Engineering	\$4,000.00	\$0.00	\$4,000.00	
Balance	\$104,139.49			327	Professional SVCS - Legal	\$8,000.00	\$2,997.00	\$10,997.00	Increase TBD, under review
Proposed Changes	\$139,042.92			328	Insurance - prop - Liability	\$13,000.00	\$9,509.00	\$22,509.00	Increase in annual premium post budget approval
Proposed Budget	\$586,833.92			334	Maintenance Agreements	\$4,979.00	\$0.00	\$4,979.00	
Committed YTD	\$343,651.51	58%		335	Meals - Reimbursements	\$600.00	\$0.00	\$600.00	
Operational Balance	\$243,182.41			340	Meetings and Conferences	\$1,000.00	(\$500.00)	\$500.00	Activities decreased due to COVID restrictions
				345	Mileage Expense Reimbursement	\$500.00	\$0.00	\$500.00	
				348	Safety Equipment and Supplies	\$0.00	\$700.00	\$700.00	Overlooked line item
				350	Repairs and Maintenance - Computers	\$4,500.00	(\$1,000.00)	\$3,500.00	
				351	Repairs and Maintenance - Equipment	\$10,000.00	(\$5,000.00)	\$5,000.00	
				352	Repairs and Maintenance - Structures	\$5,000.00	(\$2,000.00)	\$3,000.00	
				354	Repairs and Maintenance - Vehicles	\$10,000.00	\$3,000.00	\$13,000.00	
				370	Dispatch Services (Fire)	\$10,000.00	\$0.00	\$10,000.00	
				375	Internet Expenses	\$1,134.00	\$0.00	\$1,134.00	
				376	Webpage- Upgrade / Maintenance	\$552.00	\$0.00	\$552.00	
				380	Utilities - Alarm Services	\$120.00	\$0.00	\$120.00	
				381	Utilities - Electric	\$1,600.00	\$3,034.92	\$4,634.92	Under review
				382	Utilities - Propane	\$500.00	\$0.00	\$500.00	
				385	Dues and Subscriptions	\$6,272.00	\$300.00	\$6,572.00	
				386	Education and Training	\$4,000.00	(\$2,000.00)	\$2,000.00	Activities decreased due to COVID restrictions
				393	Advertising and Public Notices	\$500.00	\$0.00	\$500.00	

San Miguel Fire Department
Midyear Budget Overview

Lighting								
Revenue			Proposed changes					
			Object	Desc	Approved	Proposed change	Proposed Budget	Reason
Budgeted	\$124,439.00							
Received YTD	\$49,527.03	40%	120	Workers Compensation	\$100.00	\$300.00	\$400.00	Under estimated in approved budget
To Be Received	\$74,911.97		205	Insurance Health	\$1,638.00	\$90.00	\$1,728.00	To consolidate appropriated funds from 210 and 215 to 205
			210	Insurance Dental	\$65.00	(\$65.00)	\$0.00	Dental is accounted for in Health
Expenditure			215	Insurance Vision	\$25.00	(\$25.00)	\$0.00	Vision is accounted for in Health
Budgeted	\$69,741.50		225	Retirement - pers exp	\$1,108.00	\$692.00	\$1,800.00	Under estimated in approved budget
Committed YTD	\$21,591.13	31%	315	Postage, shipping and freight	\$0.00	\$50.00	\$50.00	Increased due to change in allocation from utilities
Balance	\$48,150.37		328	Prop/ Liab ins	\$500.00	\$390.00	\$890.00	Additional cost due to added equipment
Proposed Changes	\$14,446.00		330	Contract labor	\$23,000.00	(\$13,000.00)	\$10,000.00	Reduction to reflect Board decision to have District staff maintain landscaping
Proposed Budget	\$84,187.50	121%	334	Maintenance Agreements	\$320.00	\$320.00	\$640.00	Increased due to change in allocation from utilities
			352	Repair and Maint Structures	\$0.00	\$100.00	\$100.00	Reallocated maintenance cost from fund 40 and 50 to include fund 30 and 60
			354	Repair and Maint Vehicles	\$0.00	\$150.00	\$150.00	Reallocated maintenance cost from fund 40 and 50 to include fund 30 and 60
			381	Utilities Electric	\$0.00	\$14,244.00	\$14,244.00	Omitted from initial budget
			384	Utilities Water and Sewer	\$0.00	\$10,000.00	\$10,000.00	Per Board direction Lighting is now paying for water used to irrigate.
			581	WWTP Expansion	\$0.00	\$1,200.00	\$1,200.00	
				Net change		\$14,446.00		

Wastewater								
Revenue			Proposed changes					
			Object	Desc	Approved	Proposed change	Proposed Budget	Reason
Budgeted	\$1,266,633.00							
Received YTD	\$618,182.26	49%	135	Payroll Tax FICA	\$3,052.00	(\$2,552.00)	\$500.00	
To Be Received	\$648,450.74		155	Payroll Tax SUI	\$2,140.00	(\$1,834.00)	\$306.00	
			160	Payroll Tax ETT	\$4,056.00	(\$4,056.00)	\$0.00	
Expenditure			205	Insurance Health	\$32,844.00	\$2,083.00	\$34,927.00	To consolidate appropriated funds from 210 and 215 to 205
Budgeted	\$997,093.50		206	Calpers retiree	\$0.00	\$1,350.00	\$1,350.00	Cost was omitted from original budget
Committed YTD	\$269,432.06	27%	210	Insurance Dental	\$1,526.00	(\$1,526.00)	\$0.00	Dental is accounted for in Health
Balance	\$727,661.44		215	Insurance Vision	\$557.00	(\$557.00)	\$0.00	Vision is accounted for in Health
Proposed Changes	\$20,908.00		340	Meetings and Conferences	\$5,000.00	(\$4,000.00)	\$1,000.00	Due to COVID 19 planned conference was cancelled
Proposed Budget	\$1,018,001.50	102%	348	Safety Equipment and Supplies	\$1,000.00	\$500.00	\$1,500.00	
			375	Internet Expenses	\$1,863.00	\$1,000.00	\$2,863.00	Increased cost for internet at WWTF
			381	Utilities Electric	\$50,000.00	\$32,000.00	\$82,000.00	Increase cost due to rate changes by PG&E
			384	Utilities Water and Sewer	\$0.00	\$700.00	\$700.00	Wastewater is reimbursing Water for water used at the Mission Gardens lift station
			386	Education and Training	\$5,000.00	(\$4,000.00)	\$1,000.00	Classes canceled due to COVID
			432	Utility Rate Study	\$0.00	\$1,800.00	\$1,800.00	ADU rate determination
				Net change		\$20,908.00		

Water								
Revenue			Proposed changes					
			Object	Desc	Approved	Proposed change	Proposed Budget	Reason
Budgeted	\$895,101.00							
Received YTD	\$513,992.49	57%	120	Workers Comp	\$6,050.00	\$3,000.00	\$9,050.00	Increase due to worker classification correction with SDRMA
To Be Received	\$381,108.51		135	Payroll Tax FICA	\$3,403.00	(\$2,839.00)	\$564.00	
			155	Payroll Tax SUI	\$2,140.00	(\$1,879.00)	\$261.00	
Expenditure			160	Payroll Tax ETT	\$3,967.00	\$3,967.00	\$7,934.00	
Budgeted	\$896,708.50		205	Insurance Health	\$34,896.00	\$2,208.00	\$37,104.00	To consolidate appropriated funds from 210 and 215 to 205
Committed YTD	\$277,611.21	31%	206	Calpers retiree	\$0.00	\$1,350.00	\$1,350.00	Cost was omitted from original budget
Balance	\$619,097.29		210	Insurance Dental	\$1,618.00	(\$1,618.00)	\$0.00	Dental is accounted for in Health
			215	Insurance Vision	\$590.00	(\$590.00)	\$0.00	Vision is accounted for in Health
Proposed Changes	\$400,579.00		340	Meetings and Conferences	\$5,000.00	(\$4,000.00)	\$1,000.00	Due to COVID 19 planned conference was cancelled
Proposed Budget	\$1,297,287.50	145%	348	Safety Equipment and Supplies	\$1,000.00	\$500.00	\$1,500.00	
			375	Internet Expenses	\$1,863.00	\$1,000.00	\$2,863.00	Increased cost for internet at WWTF
			384	Utilities Water and Sewer	\$0.00	\$700.00	\$700.00	Wastewater is reimbursing Water for water used at the Mission Gardens lift station
			386	Education and Training	\$5,000.00	(\$4,000.00)	\$1,000.00	Classes canceled due to COVID
			432	Utility Rate Study	\$0.00	\$1,800.00	\$1,800.00	ADU rate determination
			582	WWTF Plant Maintenance	\$0.00	\$3,000.00	\$3,000.00	Account for maintenance at the WWTP that benefits the Water department
			940	Bank Service Fees	\$0.00	\$100.00	\$100.00	
			500	Capital Outlay	\$8,998.00	\$397,880.00	\$406,878.00	Change for cost of approved contract for 10th and 11th st Waterline replacement (80% Grant funded)
					Net change	\$400,579.00		

Solid Waste								
Revenue			Proposed changes					
			Object	Desc	Approved	Proposed change	Proposed Budget	Reason
Budgeted	\$32,323.00							
Received YTD	\$24,150.88	75%	120	Workers Compensation	\$100.00	\$300.00	\$400.00	Under estimated in approved budget
To Be Received	\$8,172.12		205	Insurance Health	\$1,638.00	\$90.00	\$1,728.00	To consolidate appropriated funds from 210 and 215 to 205
			210	Insurance Dental	\$65.00	(\$65.00)	\$0.00	Dental is accounted for in Health
Expenditure			215	Insurance Vision	\$25.00	(\$25.00)	\$0.00	Vision is accounted for in Health
Budgeted	\$30,841.50		225	Retirement - pers exp	\$1,108.00	\$692.00	\$1,800.00	Under estimated in approved budget
Committed YTD	\$11,745.72	38%	328	Prop/ Liab ins	\$500.00	\$390.00	\$890.00	Additional cost due to added equipment
Balance	\$19,095.78		334	Maintenance Agreements	\$320.00	\$320.00	\$640.00	Increased due to change in allocation from utilities
			350	Repair and Maint Computers	\$0.00	\$100.00	\$100.00	Reallocated maintenance cost from fund 40 and 50 to include fund 30 and 60
Proposed Changes	\$1,852.00		352	Repair and Maint Structures	\$0.00	\$100.00	\$100.00	Reallocated maintenance cost from fund 40 and 50 to include fund 30 and 60
Proposed Budget	\$32,693.50	106%	354	Repair and Maint Vehicles	\$0.00	\$150.00	\$150.00	Reallocated maintenance cost from fund 40 and 50 to include fund 30 and 60
			382	Utilities Propane	\$0.00	\$100.00	\$100.00	Cost was omitted from original budget
			384	Utilities Water and Sewer	\$2,000.00	(\$1,500.00)	\$500.00	
			581	WWTP Expansion	\$0.00	\$1,200.00	\$1,200.00	
					Net change	\$1,852.00		



RESOLUTION NO. 2021-02

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING AND AUTHORIZING MID-YEAR
BUDGET ADJUSTMENTS TO FISCAL YEAR 2020-21 OPERATIONS AND CAPITAL PROJECTS
BUDGETS**

WHEREAS, the San Miguel Community Services District (“District”) has established an annual fiscal year operational budget for FY 2020 -21; and

WHEREAS, the Board of Directors (“Board”) has determined to meet the fiscal responsibility to the District, there is a need to review and adjust the adopted FY 2020-21 Operations budget to maintain proper fiscal budget consistent with District’s financial policies and procedures; and;

WHEREAS, the Board has considered recommendations for adjustments to the FY 2020-21 Operations budget as shown in a written report to the Board dated January 28th, 2021.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the San Miguel Community Services District hereby determines the need to authorize a mid-year budget adjustment for FY 2020-21.

PASSED AND ADOPTED by the Board of Directors on a motion to approve Mid-Year budget adjustments by Director _____, seconded by Director _____, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby passed and adopted this 28th day of January 2021.

Ashley Sangster, President Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, General Manager

Douglas L. White, District General Counsel



San Miguel Community Services District

Board of Directors Staff Report

January 28, 2021

AGENDA ITEM: XI-4

SUBJECT: Discuss and authorize the Director of Utilities to offer step 2 of the approved Field Operator compensation schedule to the leading applicant.

RECOMMENDATION: Authorize the Director of Utilities to offer step 2 to the leading applicant for Field Operator.

Through the extended recruitment for Field Operator we received two qualified applicants, both of which were interviewed. The top candidate from the interviews was offered step one of the approved compensation schedule.

The top candidate is currently working as a water operator and would come with 10 years of experience in the industry. This applicant would fit in well with the existing employees and bring additional experience to the District.

However since the applicant is coming from another agency, the pay reduction is too much for them at step one. They are interested in the position at step two with the proposed merit increases and cost of living increases.

We are requesting consensus of the Board to offer step 2 to the applicant.

FISCAL IMPACT

As base salary, there is a \$2,475 difference between step one and two.

PREPARED BY:

Kelly Dodds

Kelly Dodds, Director of Utilities



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

January 28, 2021

AGENDA ITEM: XI-5

SUBJECT: Fire Department Temporary Housing Unit Continuation.

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

Background:

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

Followup:

Assistant Chief Scott Young received a draft lease agreement from the property owner/representative Scott Keller on December 9, 2020. The lease was reviewed, modified and returned to Mr. Keller on January 12, 2021 for review and approval on the modifications. Mr. Keller has yet to respond as of January 20, 2021.

A meeting was held with the District Engineer Dr. Reeley of Monsoon Consulting on January 6, 2021 to review the project. Monsoon Consulting asked to produce a simple site plan for discussions, planning purposes, and bidding process.

STAFF RECOMMENDATION.

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

FISCAL IMPACT:

Current financil impact is limited to Staff time relating to project documentation required to prepair, circulate, and receive information related to the leasing terms, County permitting process, the bidding process, and design documentation prepared by Monsoon Consulting.

PREPARED BY: Scott Young

APPROVED BY: Rob Roberson

LEASE AGREEMENT

~~2127 Vanderlip Court~~ San Miguel Vacant Lot 11th and Mission Street
 San Miguel CA, 93451
 Paso Robles, CA 93446

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LEASE

This Lease is made and entered into this _____ day of ~~October~~December
~~March, 2020~~17 by and between ~~KELTHI VENTURES, LLC~~Scott Keller hereinafter
referred to as "Lessor", and ~~Wall to Wall Indoor Soccer, LLC~~ hereinafter referred to as
"Lessee". ~~California Department of Forestry~~ San Miguel Community Services District.

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For and in consideration of the covenants and agreements hereinafter set forth to be kept and performed by the parties, Lessor hereby leases to Lessee, and Lessee does hereby take, accept and hire from Lessor, the Premises hereinafter described for the term, at the rental as adjusted and subject to and upon the terms, conditions and covenants herein set forth as follows:

1. DESCRIPTION OF PROPERTY. Lessee leases the property commonly known as ~~2127 Vanderlip Court, Suite A and B, Paso Robles, CA 93446~~Assessor Parcel numbers 021-221-013, 021-221-014, 021-221-015 021-221-016 & 021-221-018 (hereinafter referred to as the "Premises") which ~~are 4 vacant lots and an easement with no improvements~~is considered two units of the commercial building.

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2. TERM. The term of the lease shall be ~~three~~five (35) years and ~~three (3) months~~ and shall commence ~~January~~March 1, 2021 ~~October 15, 2017~~ ending at ~~midnight on December~~ February 28, 2023 ~~January 14th, 2022.~~ Lessee will have an ~~option to extend the lease for two (2) additional years.~~ the last day of that ~~three (3) year period.~~ If the occupancy permit is issued other than on the first of the month, then rent shall be prorated for that month based on rents for partial months described in Paragraph 3 below.

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3. RENT - SECURITY DEPOSIT. Rent shall be paid ~~monthly~~annually per the following:

October 15, 2017 to September 15, 2019 <u>January</u> March 1, 2021 to December 31 <u>February 28, 2021</u>	\$4,800 <u>\$390.00</u>
October 15, 2019	\$0.00

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January March 1, 2022 to December February 31 28, 2022	November 15, 2019 to October 15, 2021	\$4,860.00
November 15, 2021		\$0.00
January March 1, 2023 to December February 28 31, 2023		\$4,800.00
Options		
January March 1, 2024 to December February 28 31, 2024		\$5,760.00
January March 1, 2025 to December February 28 31, 2025		\$5,760.00

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~~December 15, 2021 to November 15, 2022~~ ————— ~~\$4,830.00~~
~~December 15, 2022~~ ————— ~~\$0.00~~

~~Rent for any partial months shall be prorated on the basis of a thirty [30] day month. All rent shall be paid to Lessor at the address to which notices to Lessor are given. In the event that any payment is paid later than five [5] days after its due date, said monthly payment shall accrue a penalty equal to five percent [5%] of said monthly annual payment and shall become additional rent on said property. Any amount owed by Lessee to Lessor which is not paid when due shall bear interest at the rate of eight percent [8%] per annum from the due date of such amount. However, interest shall not be payable on late charges to be paid by Lessee under this Lease. The payment of interest on such amounts shall not excuse or cure any default by Lessee under this Lease. If the interest rate specified in this Lease is higher than the rate permitted by law, the interest rate is hereby decreased to the maximum legal interest rate permitted by law.~~

~~————— [A] Lessee shall pay as and for a security deposit in the sum of three thousand five hundred dollars [\$3,500] which Lessor shall deposit in a noninterest bearing account.~~

~~————— [B] If Lessee fails to pay rent or other charges due hereunder or otherwise defaults with respect to any provision of this Lease, Lessor may use, apply or retain, all or any portion of said deposit for the payment of any rent or other charge in default or for the payment of any other sum to which Lessor may become obligated by reason of Lessee's default, or to compensate Lessor for any loss or damage which Lessor may suffer thereby. If Lessor so uses or applies all or any portion of said deposit, Lessee shall, within ten [10] days after written demand therefor deposit cash with Lessor in any amount sufficient to restore said deposit to the full amount herein above stated, and Lessee's failure to do so shall be a material breach of this Lease. Lessor shall not be required to keep said deposit separate from its general accounts. If Lessee performs all of Lessee's obligations hereunder, said deposit or so much thereof~~

~~as had not theretofore been applied by Lessor, shall be returned, without payment of interest or other increment for its use to Lessee [or, at Lessor's option, to the last assignee if any of Lessee's interest hereunder] at the expiration of the term hereof, and after Lessee has vacated the Premises. In the event that Lessor shall use any or all of the deposit for rent or to make repairs to the Premises at the end of the Lease term, Lessor shall supply Lessee, within thirty [30] days after such termination, a written list of what the deposit was used for.~~

~~_____~~
~~_____ Lessee hereby agrees to pay the adjusted Monthly Base Rent on the fifteenth day of each and every month for the term of the lease~~

4. ADDITIONAL RENTS. In addition to the basic rent stated in paragraph 3 above Lessee agrees to pay Additional Rents including but not limited to any **increase in property taxes due to any improvements made to the building or common area by the Lessee.Premises**

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5. TAXES. Lessor agrees to pay all property taxes and assessments, on the real property during the term of this Lease except as stated in paragraph 4 above. Lessee shall pay any and all personal property taxes assessed against its personal property during the term of this lease and that may be assessed due to Tenant improvements made by the Lessee.

6. PERMITTED USES. Lessee shall use the Premises for any legal purpose permitted by law, notwithstanding the permitted zoning regulations by the **city of Paso RoblesCounty of San Luis Obispo and the San Miguel District Boundaries**. Lessee agrees to restrict its use to such purposes, and not use or permit the use of the Premises for any other. Lessee shall comply with all laws concerning the Premises and Lessee's use thereof, and Lessee shall not use the Premises in any manner that shall cause or constitute waste, damage, nuisance, or unreasonable annoyance.

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7. CONDITION OF PREMISES. Lessee hereby accepts the Premises in the condition existing as of the date of the execution hereof, subject to all applicable zoning, municipal, county, and state laws, ordinances and regulations governing and regulating the use of the **Premises, and Premises and** accepts the Lease subject thereto and all matters disclosed thereby, and by any exhibits attached hereto. Lessee acknowledges that neither Lessor nor any of Lessor's agents have made any representation or warranty as to the suitability of the Premises for the conduct of Lessee's business.

8. APPROVAL AND POSTING OF SIGNS. Lessor reserves the right to place "For Sale", "For Rent", or "For Lease" signs regarding the Premises on the Premises at any time Lessee waives the **Option to Purchase the subject property and/or within 120 days**

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of the end of the lease term. Any signs Lessee desires to hang on the Premises shall conform to [County of San Luis Obispo](#) [City of Paso Robles](#) sign ordinances.

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9. ~~MAINTENANCE. Lessor, at its own cost, shall maintain the building exterior premises in good order, condition and repair.~~

Lessee shall be responsible for all improvements they have made with regard to the Premises and shall further be responsible for maintaining those improvements

~~and the entire inside of the building, including improvements made by Lessor, windows and doors, above-ground plumbing, stopped up toilets and drains, replacing faucets, ceiling panels and light tubes, electrical receptacles, door maintenance, cracked and broken windows, air conditioning and heating units, including carrying maintenance contracts on such units, and general damage to the building from operation of Lessee's business. Lessee shall further be responsible for the air conditioning and heating equipment and the maintenance thereof and excepting any damage to the roof or exterior of building caused by alterations or operations of Lessee's business. Lessee's responsibilities outlined herein are limited to leased Premises. Lessor shall be responsible for the roof and the structural integrity of the building.~~

~~Lessee shall carry a preventative maintenance contract on all air conditioning and heating equipment for Premises by a licensed heating the air conditioning contractor.~~

~~In the event Lessee fails to make any repairs called for under this Lease and after ten [10] days written notice by Lessor to Lessee of such failure to make repairs, Lessor may make said repairs or consider this Lease in default and take whatever remedies Lessor may have pursuant to Paragraph 19 of this Lease. Lessee shall reimburse Lessor within thirty [30] days thereafter for all expenditures for repairs including interest, on said expenditures at the rate of eight percent [8%] per annum, compounded daily. Lessor shall be solely responsible for the maintenance of the roof and the external painting on said building.~~

~~10. ALTERATIONS – NOTICE OF NON-RESPONSIBILITY.~~

~~[A] Except as disclosed on Exhibit A, all tenant improvements internal to the Premises shall be the responsibility of Lessee. Lessee shall not make any alterations to the Premises without Lessor's prior written consent. Lessee shall give Lessor not less than ten [10] days notice prior to commencing any work of improvement on said Premises to enable Lessor to post a notice of non responsibility. Before commencing any construction or work of improvement on the Premises, Lessee shall submit to Lessor a completed set of plans, specifications and working drawings for Lessor's review and approval. Lessor shall thereafter have five [5] business days to review and approve the plans submitted for Lessee. Lessor's approval of Lessee's plans will not be unreasonably withheld. Lessee, at its own cost, may make alterations to the interior of~~

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~~the Premises that Lessee requires in order to conduct business provided written approval is first received from Lessor. All alterations shall be approved by the appropriate governmental agencies, and all applicable permits and authorizations shall be obtained before commencement of the alterations. In the event that Lessor gives prior written consent to Lessee to make alterations to the interior of the Premises, said alterations shall be made only by a licensed contractor or such person or persons approved by Lessor. Upon completion of any such work, Lessee shall provide Lessor with "as built" plans, copies of the construction contracts, and proof of payment for all labor and materials. Lessee shall give to Lessor not less than ten [10] days written notice prior to any construction and/or alterations to enable Lessor to post a notice of non-responsibility.~~

~~—— [B] Unless Lessor requires their removal, all alterations, improvements, additions, and utility installations [whether or not such utility installations constitute trade fixtures of Lessee] which may be made on the Premises, shall become the property of Lessor and remain upon and be surrendered with the Premises at the expiration of this term. Notwithstanding the provisions of this paragraph, Lessee's machinery and equipment, other than that which is affixed to the Premises so that it cannot be removed without material damage to the Premises, shall remain the property of Lessee and may be removed by Lessee, subject to the requirement that Lessee shall repair any damage to the Premises occasioned by the removal of its trade fixtures, furnishings and equipment pursuant to this paragraph, which repair shall include the patching and filling of holes and repair of structural damage. If Lessee should fail to remove any such fixtures or improvements made by Lessee as requested by Lessor, Lessor shall have the ability to cause removal of the identified fixtures and improvements and exercise any rights that Lessor may have to recover such expenses, including but not limited to, deducting all expenses incurred from any security deposit retained pursuant to Paragraph 3. If Lessee does not exercise the option to purchase the said property, Lessee shall leave the Premises in a good condition as that in which they received said Premises including the cleaning of walls and surfaces.~~

~~—— [C] It is understood that Lessor assumes no financial responsibility and no liability in connection with the construction of any alterations and/or improvements on the Premises, and to protect Lessor against claims for damages, or for injuries incidental to the construction of said alterations and/or improvements, Lessee and/or its construction contractor, during any construction periods, shall carry adequate liability and construction insurance coverage, which policy shall include protection of Lessor as well as Lessee as more fully defined in Paragraphs 12 and 13 of this Lease agreement.~~

~~101. **MECHANICS' LIENS.** Lessee shall pay all costs of the construction done by it or caused or permitted to be done on the Premises. Lessee shall keep the property free and clear of any mechanics' liens resulting from construction done by or for Lessee; provided, however, that Lessee shall have the right to contest the correctness or validity of any such lien if Lessee notifies Lessor immediately of any action taken to~~

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impose a lien on the property or the Premises and if, immediately upon demand by Lessor, Lessee shall provide payment of any sum that claimant may recover together with costs of suit and attorneys' fees.

12. UTILITIES. Lessee shall make all arrangements for all the utilities and services furnished to or used by it, including, but without limitation, the following: water, gas, electricity, telephone, garbage, janitorial services, and sewer. ~~Lessor shall be responsible for exterior night lighting.~~

13. LIABILITY INSURANCE. Lessee shall, at Lessee's expense, obtain and keep in force during the term of this Lease a policy of comprehensive public liability insuring Lessor and Lessee against any liability arising out of the ownership, use, occupancy or maintenance of the Premises and all areas appurtenant thereto including but not limited to damage or injury to property or persons [including death] arising directly or indirectly from any act or omission of Lessee, its employees, agents, representatives, assigns or licensees. Such insurance shall be in the amount of not less than ~~OneTwo~~ Million Dollars [\$~~21,000,000.00~~] Combined Single Limit for bodily injury [including death] and property damage and Lessee shall deliver to Lessor the certificate of each insurance carrier as to each such insurance policy prior to commencement of the term hereof and thereafter at least thirty [30] days prior to the expiration of any such policy. ~~The limits of all such insurance carried by Lessee hereunder shall be increased, at Lessor's option, upon the expiration of twenty four [24] calendar months after the commencement of the term hereof, and upon the expiration of each twenty four [24] calendar month period thereafter, in proportion to the basic rent adjustments as is set forth in Paragraph 3[C]. In the event that Lessee fails at any time during the term of this Lease to obtain insurance required to be carried by Lessee hereunder or to provide to Lessor evidence thereof, Lessor may, but shall not be required, in addition to all other rights and remedies of Lessor hereunder, procure such insurance, in which event Lessee shall pay to Lessor, upon demand, the cost and expense thereof, together with interest thereon at the maximum rate permitted by law.~~ All insurance carried by Lessee shall be issued as a primary policy by an insurance company authorized to do business in the State of California, with a financial rating of at least an A+ AAA status as rated in the most recent edition of Best's Insurance Reports or as otherwise approved by Lessor.

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With respect to all Lessee improvements, before commencing any construction or works of improvement on the Premises either prior to or after commencement of the term of this Lease, Lessee shall obtain Lessor's written consent [in addition to having secured all insurance required by this Lease] and shall maintain in force until completion and acceptance of the work on said new construction "all risk" builder's risk insurance, including vandalism and malicious mischief, in a form and with a company acceptable to Lessor, covering improvements in place and all material and equipment at

the job site furnished under contract, but excluding contractors, subcontractors, and construction managers' tools and equipment and property owned by contractors' or subcontractors' employees, with limits of at least **One Million Dollars [\$1,000,000.00]** per loss for all work at the job site. Lessor shall be named as an additional insured, to the extent of their interest, at no expense to Lessor. Lessor's right, with respect to notice of cancellation, to certificates of insurance, and to Lessee's duty to apply proceeds to repair or reconstruction, shall be the same as provided for other casualty insurance under this Lease.

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~~Lessee shall notify Lessor in writing of the insurance carrier[s] and amounts of insurance intended to satisfy the requirements of this Paragraph 12 no later than five [5] business days prior to the commencement of construction. Lessor shall have the absolute right to approve Lessee's proposed insurance carrier and insurance amounts under this Paragraph 12 prior to Lessee's commencement of construction.~~

~~14. PROPERTY INSURANCE. Lessee shall obtain and keep in force, naming Lessor as additionally insured, during the term of this Lease a policy or policies of insurance covering loss or damage to leased Premises, naming Lessor as the insured, in the amount of the full replacement value thereof, providing protection against all perils included within the classification of fire, extended coverage, vandalism, malicious mischief, special extended peril [all risks]. Lessee shall pay during the term hereof, Additional Rents, in the amount of any premium for the insurance required under this paragraph. Lessee shall cause their insurance carrier to provide proof of policy[ies] naming Lessor as additionally insured as soon as a new policy[ies] is issued each year. The insurance company insuring the building shall be rate not less than A on the BEST Rating system.~~

~~Lessor, additionally, agrees to accept a subrogation waiver regarding Lessee.~~

135. INDEMNITY. Lessee shall indemnify and hold harmless Lessor from and against any and all claims arising from Lessee's use of the Premises or from the conduct of Lessee's business or any activity, work or things done, permitted or suffered by Lessee in or about the Premises or elsewhere and shall further indemnify and hold harmless Lessor from and against any and all claims arising from any breach or default in the performance of any obligation on lessee's part to be performed under the terms of this Lease, or arising from any negligence of the Lessee, or any of Lessee's agents, contractors, or employees, and from and against all costs, attorneys' fees, expenses and liabilities incurred in the defense of any such claims or action or proceeding brought therefor; and in case any action or proceeding be brought against Lessor, by reason of such claims, Lessee upon notice from Lessor shall defend the same at Lessee's expense by counsel satisfactory to Lessor. Lessee, as a material part of the consideration to Lessor, hereby assumes all risk of damage to property or injuries to person in or upon the Premises arising from any cause and Lessee hereby waives all claims in respect thereof against Lessor.

146. DESTRUCTION OF PREMISES.

~~_____ [A] If, during the term, the Premises are totally or partially destroyed from any cause, rendering the Premises totally or partially inaccessible or unusable, such destruction shall not terminate this Lease. Lessor shall have the option to terminate this Lease or restore the Premises to substantially the same condition as they were in immediately before destruction, if the restoration can be made within sixty [60] days after the date of the destruction. Lessor shall give notice to Lessee within fifteen [15] days after the date of destruction, of his election to terminate or not to terminate this Lease. If Lessor does not terminate the Lease but restoration cannot be made in the time as stated herein, Lessee may, at its election, terminate this Lease immediately upon determination that restoration will not be so completed, or Lessee can await completion of restoration, in either event without liability to Lessor. Lessor shall exercise good faith and due diligence in completion of any restoration.~~

~~_____ [B] If the Premises are totally or partially destroyed or damaged and Lessor or Lessee repairs or restores them pursuant to the provisions of [A] above, the rent payable hereunder for the period for which such damage, repair, or restoration continued shall be abated in proportion to the degree to which Lessee's use of the Premises is impaired.~~

~~_____ [C] Upon termination of this Lease, pursuant to this Paragraph 15, an equitable adjustment shall be made concerning advance rent and any advance payments made to Lessor by Lessee. Lessor shall, in addition, return to Lessee.~~

~~_____ [D] If, during the term of this Lease, the Premises or the building and other improvements in which the Premises are located are totally or partially destroyed from a risk not required to be insured against under Paragraph 13 hereof, rendering the Premises totally or partially inaccessible or unusable, Lessee shall at its option either:~~

~~[A1] Repair such damage and restore the Premises to as near their former condition as practical at Lessee's expense, in which event this Lease shall continue in full force and effect; or~~

~~[B2] Cancel and terminate this Lease as of the date of the occurrence of such damage by giving Lessor written notice of its election to do so within thirty [30] days after the date of occurrence of such damage.~~

157. CONDEMNATION.

~~[A] If the Premises are totally taken by condemnation, this Lease shall terminate on the date of taking.~~

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~~—— [B] If any portion of the Premises is taken by condemnation, this Lease shall remain in effect, except the Lessee can elect to terminate this Lease if the remaining portion of the building or other improvements or the parking lot that are part of the Premises is rendered unsuitable for the continued use as a unit for the normal conduct of Lessee's business. Notice of such termination shall be given to Lessor within thirty [30] days after the nature of the taking has been finally determined. The date of termination shall be no later than sixty [60] days after Lessee has notified Lessor of its election to terminate. If Lessee does not terminate, this Lease shall continue in full force and effect, except that the minimum monthly rent shall be reduced pursuant to paragraph 16[C].~~

~~—— [C] If any portion of the Premises is taken by condemnation and this Lease remains in full force and effect, on the date of taking, the minimum monthly rent shall be reduced by an amount which is the same ratio to minimum monthly rent as the value of the area to the portion of the Premises taken bears to the total value of the Premises immediately before the date of taking.~~

~~—— [D] Any condemnation award shall be the sole property of and be paid to Lessor; provided, however, that Lessee may retain so much of the condemnation award as specifically allocated to Lessee by the court and attributable to Lessee's improvements or alterations made to the Premises by Lessee in accordance with the Lease, which improvements and alterations Lessee has the right to remove from the Premises pursuant to the provisions of this Lease but elects not to remove.~~

~~—— 18. ADHERENCE TO CC&RS. Lessee is aware that an Owner's Association may be put in place during the term of this lease. When and if this Association is put in place Lessee acknowledges the leased Premises will be subject to CC&Rs. Lessor agrees to pay monthly dues and any additional special assessments levied by the association. Lessee agrees to pay all fines or other costs due to Lessee's actions or nonactions or business. Furthermore Lessee agrees to abide by all terms and conditions of any CC&RS that are recorded against the subject property and any rules and regulations posted and enforced against the building and property that contains said unit.~~

169. THIRD PARTY REPRESENTATION.

Lessor and Lessee agree that neither party was represented by a real estate agent and no commissions are due to a third party in connection with this lease or the attached purchase option which is made apart of this lease by way of exhibit A.

~~—— 20. FORCE MAJEURE. Prosecution of any construction, repairs or rebuilding any building, improvement or other structure herein shall be excused to the extent that the~~

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~~delay is occasioned by the other party, strikes, threats of strikes, blackouts, war, bombing, threats of bombing, insurrection, invasion, acts of God, calamities, civil commotions, violent action of the elements, fire, action or regulations of any governmental authority, state, law or ordinances, impossibility of obtaining materials, or other matters or things, whether similar or dissimilar to the foregoing, beyond the reasonable control of the obligated party.~~

~~1721. ASSIGNMENT.~~

~~[A] Lessee shall not voluntarily or by operation of law assign, transfer, mortgage, subject, or otherwise transfer or encumber all or any part of Lessee's interest in this Lease or in the Premises, without Lessor's prior written consent, which Lessor shall not unreasonably withhold. Any attempted assignment, transfer, mortgage, encumbrance, or subletting without such consent shall be void, and shall constitute a breach of this Lease. Lessee shall pay to Lessor any legal fees incurred by Lessor in securing any sublease or assignment up to the sum of Five Hundred Dollars [\$500.00 Lessor].~~

~~[B] Regardless of Lessor's consent, no subletting or assignment shall release Lessee of Lessee's obligation or alter the primary liability of Lessee to pay the rent and to perform all other obligations to be performed by lessee hereunder. The acceptance of rent by Lessor from any other person shall not be deemed to be a waiver by Lessor of any provision hereof. Consent to one assignment or subletting shall not be deemed consent to any subsequent assignment or subletting.~~

~~— [C] In the event that Lessor shall consent to a sublease or an assignment under Paragraph 19[A], Lessee shall pay Lessor's reasonable attorneys' fees incurred in connection with giving such consent.~~

~~2182. DEFAULT. The If occurrence of any of the following shall constitute default by Lessee:~~

~~— [A] Failure to pay rent when due if the failure continues for three [3] days after the date notice has been given to Lessee;~~

~~— [B] Abandonment and vacation of the Premises; failure to occupy and operate the Premises for a period of thirty [30] consecutive days will be deemed an abandonment and vacation;~~

~~— [C] Failure by Lessee to observe or perform any of the covenants, conditions or provisions of this Lease to be observed or performed by Lessee, provided, however that if the nature of Lessee's default is such that more than thirty [30] days are reasonably required for its cure, then Lessee shall not be deemed to be in default if Lessee commences such cure within said thirty [30] days and thereafter diligently prosecutes such cure to completion; and~~

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~~—— [D] The making of Lessee of any general assignment, or general arrangement for the benefit of creditors; the filing by or against Lessee of a petition to have Lessee adjudged a bankrupt or a petition for reorganization or arrangement under any law relating to bankruptcy; the appointment of a trustee or receiver to take possession of substantially all of Lessee's assets located at the Premises or of Lessee's interest in this Lease, where possession is not restored to Lessee within thirty [30] days; or the attachment, execution or other judicial procedure of substantially all of Lessee's assets located at the Premises or of Lessee's interest in this Lease, where such seizure is not discharged within thirty [30] days.~~

Notice given under this paragraph shall specify the alleged ~~default, and~~ default and shall demand that Lessee perform the provisions or pay the rent in arrears, as the case may be, within the applicable period of time. No such notice shall be deemed a forfeiture or termination of this Lease unless the Lessor so elects in giving notice.

1923. LESSOR'S REMEDIES. Lessor shall have all remedies available to it as a matter of law if Lessee commits a default, which shall include but by no way be limited to the following:

[A] Terminate Lessee's right to possession of the Premises by any lawful means, and have Lessee surrender immediately possession of the Premises to Lessor. Such action shall enable Lessor to be entitled to recover from Lessee all damages incurred by Lessor by reason of Lessee's default including, but not limited to the cost of recovering possession of the Premises, expenses of reletting, including reasonable attorneys' fees, and any real estate commissions actually paid. Unpaid installments of rent or other sums shall bear interest from the date due at the rate of eight percent [8%] per annum.

~~—— [B] In the event Lessee shall have abandoned the Premises Lessor shall have the option of retaking possession of the Premises and recovering from Lessee the amounts specified in Paragraph 21[A] above, or proceeding under Paragraph 21[C] below.~~

~~—— [C] Maintain Lessee's right to possession in which case this Lease shall continue in effect whether or not Lessee shall have abandoned the Premises. In such event Lessor shall be entitled to enforce all of Lessor's right and remedies under this Lease, including the right to recover the rent as it becomes due hereunder.~~

~~—— 24. ESTOPPEL STATEMENTS:~~

~~—— [A] Lessee agrees at any time upon not less than five [5] business days' prior written request of Lessor, to execute, acknowledge and deliver to Lessor a statement in writing in the form submitted by Lessor, certifying that this Lease is~~

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~~unmodified and in full force and effect and Lessor is not in default [or if modified, in full force and effect as modified and stating the modification, or if there is any default stating such default], the dates to which rental or other sums have been paid in advance, and setting forth such further information with respect to this Lease or the Premises as may be reasonably requested thereon, it being intended that any such statement delivered pursuant to this Paragraph 21 may be relied upon by any prospective purchaser, mortgagee, assignee, or beneficiary. Lessee shall also deliver to any prospective institutional lender of Lessor within fifteen [15] days of Landlord's request therefor, from time to time, Lessee's latest financial statements and such specific subordination agreement on lender's form as may be required by such lender.~~

~~—— [B] If Lessee fails to deliver any estoppel statement required pursuant to Section [A] hereof, Lessor shall give to Lessee as per Paragraph 25, notice provision, a written notice [the "Second Notice"] of such failure. Lessee's failure to deliver such estoppel statement within five [5] business days of receipt of the Second Notice shall be conclusive upon Lessee [i] that this Lease is in full force and effect, without modification except as may be represented by Lessor; [ii] that there are no uncured defaults in Lessor's performance of Lessor's obligations hereunder; [iii] that no more than one month's rent has been paid in advance; and [iv] that any other information with respect to this Lease or the Premises requested to be confirmed therein is true and correct, and any such failure may be considered by Lessor as a default of Lessee under this Lease. It is further agreed that Lessee shall be liable to Lessor, and shall indemnify Lessor from and against, any loss, cost, damage or expense, incidental, consequential, or otherwise, arising or accruing directly or indirectly out of any failure of Lessee to deliver to Lessor any statement within five [5] business days after Lessee receives the Second Notice from Lessor. Lessee shall be deemed to have complied with the requirements of Section [A] if Lessee delivers, within five [5] business days of receipt of the Second Notice, such estoppel statement prepared in good faith by Lessee regardless of any alleged or actual inaccuracy of such estoppel statement.~~

205. LESSOR'S ENTRY ON PREMISES. Lessor and its authorized representative shall have the right to enter the Lessee's portion of the Premises at all reasonable times with forty eight (48) hours notice for any of the following purposes.

[A] To determine whether the Premises are in good condition and whether Lessee is in compliance with the obligations of this Lease;

~~—— [B] To do any necessary maintenance and make any restorations to the Premises that the Lessor has the right or obligation to perform or that Lessee fails to perform;~~

[BC] To serve, post, or keep posted any notices required or

permitted under this Lease;

~~[CD]~~ To post signs advertising the property and Premises for sale, rent or for lease;

~~[DE]~~ To show the Premises to prospective brokers, agents, buyers or lessees.

In case of emergency Lessor shall have the right to enter the Premises with out prior notice.

~~26. SUBORDINATION AND ATTORNMENT. Upon request of Lessor, and any mortgagee or beneficiary of Lessor, Lessee will in writing subordinate its rights hereunder to the lien of any first mortgage or first deed of trust to any bank, insurance company, or other lending institution or private individuals, now or hereafter in force against the land and building of which the Premises are a part, and to all future advances made or hereafter to be made upon the security thereof. Any such subordination shall be subject to the condition that the mortgagee or beneficiary of Lessor enters into a written agreement with Lessee in a recordable form, binding upon the successors and assigns of the parties thereto, by the terms of which such holder agrees:~~

~~—— [A] Not to disturb the possession and other rights of Lessee under, pursuant to and for the term of this Lease [as it may be renewed] so long as Lessee continues to perform its obligations hereunder;~~

~~—— [B] In the event of the acquisition of title, or coming into possession, by said mortgagee or beneficiary, through foreclosure proceedings, deed in lieu of foreclosure or otherwise, to accept Lessee as Lessee of the Premises under the terms and conditions of this Lease, to credit to Lessee's account all deposits and prepaid rentals theretofore paid by Lessee to Lessor, and [while said mortgagee or beneficiary is the owner of the Premises] to assume and perform all of Lessor's obligations hereunder; and~~

~~—— [C] That the provisions of this Lease relating to the disposition of insurance proceeds on destruction and any award on condemnation shall prevail over any conflicting provisions in the mortgage or deed of trust.~~

~~—— In the event any proceedings are brought for foreclosure, or in the event of the exercise of the power of sale under any mortgage or deed of trust made by Lessor covering the Premises, Lessee shall attorn to the purchaser upon any such foreclosure or sale and recognize such purchaser as Lessor under this Lease. The provisions of this Paragraph to the contrary notwithstanding, and so long as Lessee is not in default hereunder, this Lease shall remain in full force and effect for the full term hereof.~~

~~21.7. NOTICES. All notices, requests, demands and other communications under this Lease shall be in writing and shall be deemed to have been duly given on the date~~

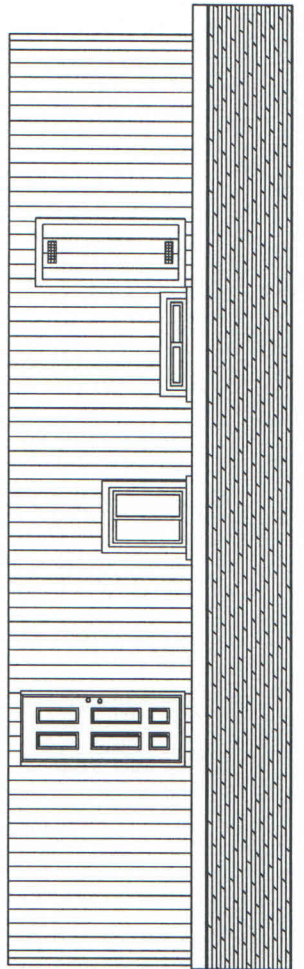
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By _____
Scott Keller

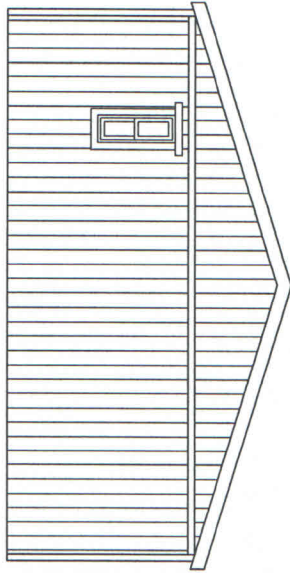
LESSEE: ~~Wall to Wall Indoor Soccer, LLC~~ San Miguel Community Services District,
California Department of Forestry

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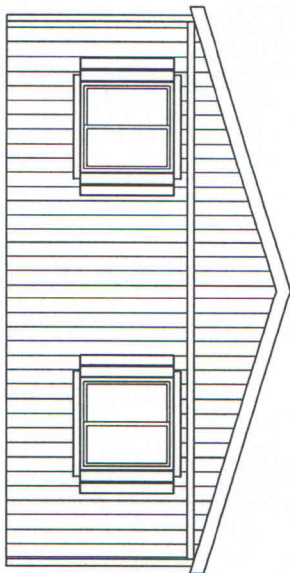
By _____ By _____
Rob Roberson Interim General Manager / Fire Chief ~~Emiliano Lopez~~
~~Andres Lopez~~



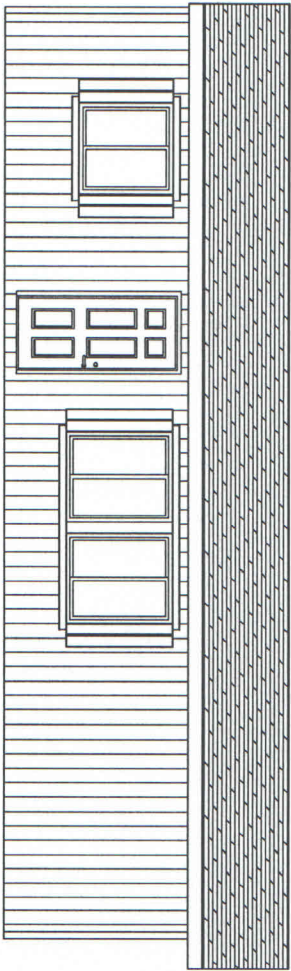
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REAR



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LEFT

APPROVER'S SEAL

MODIFICATIONS

4-SEE REV LOG
5-SEE REV LOG
6-SEE REV LOG

BMS 3-29-12
BMS 6-24-14
DJM 9-22-14

MODEL:

BD-03-4024

TITLE:

ELEVATIONS

DATE: 2-24-11

SCALE: 1/8" = 1'-0"

FILENAME:

DRAWN BY: BMS

CHECKED BY:

BD-03-4024-LT101

SHEET NO.:

AE-101

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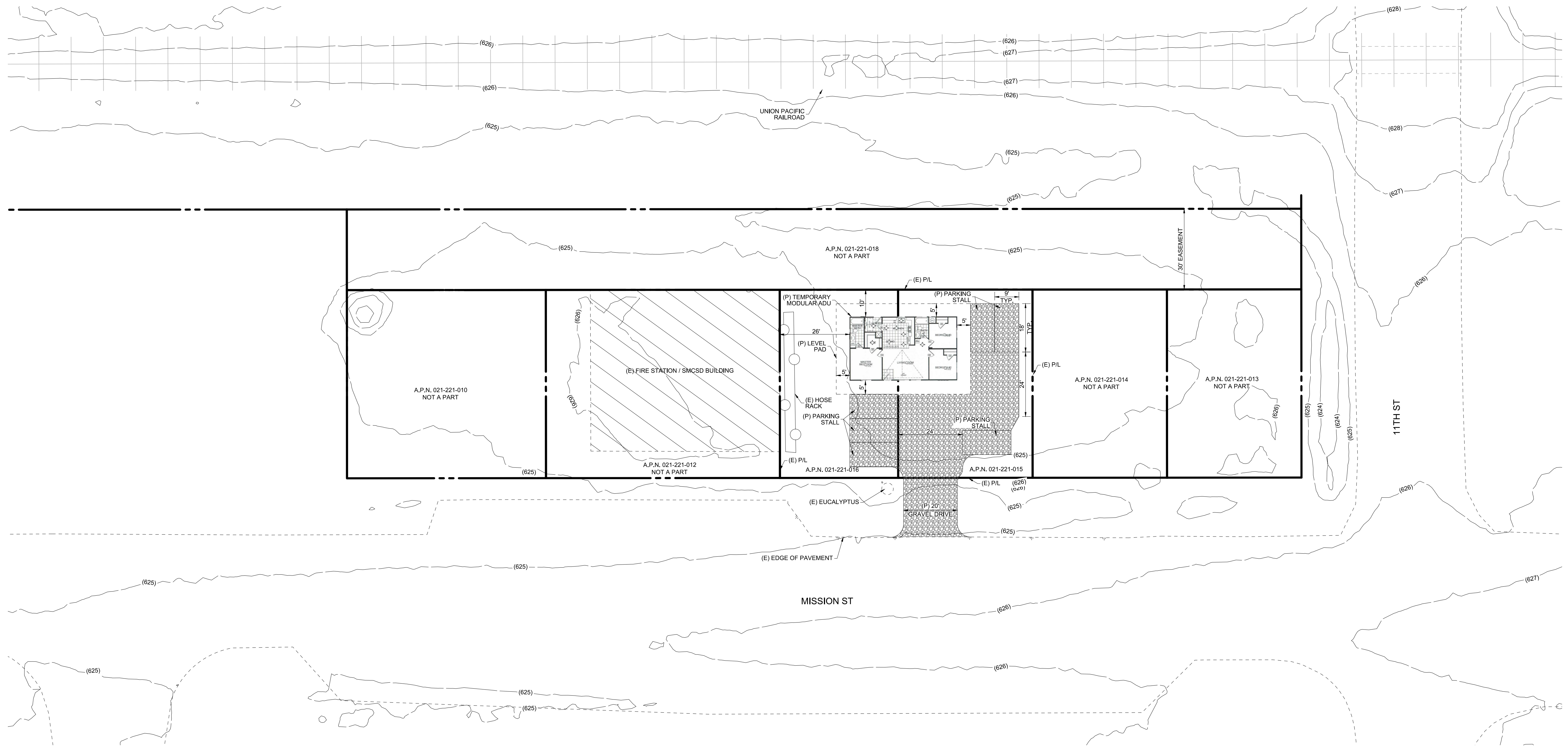
1 OF 1

Silvercrest

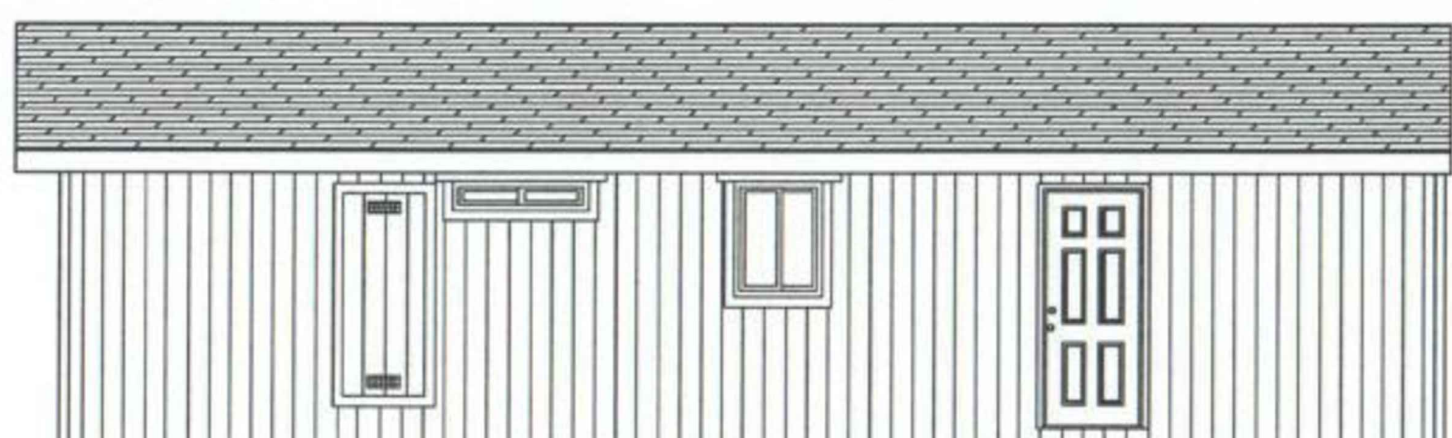
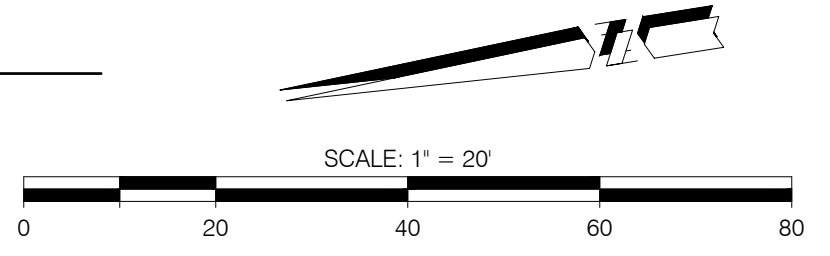
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MANUFACTURED HOUSING

299 N. Smith Ave., Corona CA 92880

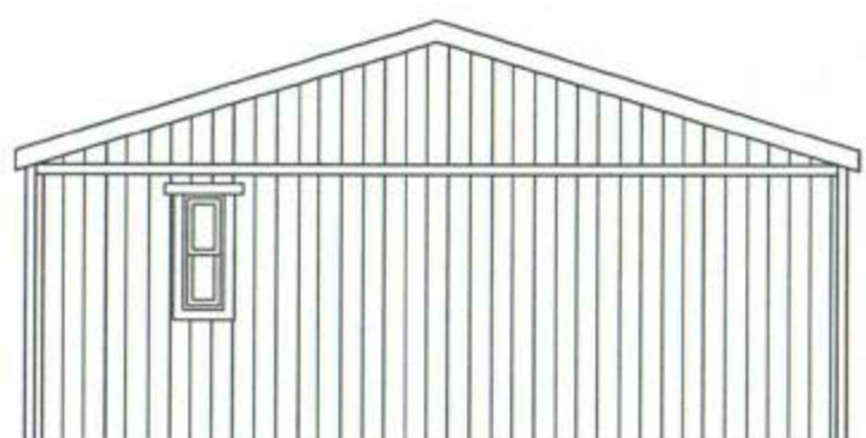
PROPRIETARY AND CONFIDENTIAL
THESE DRAWINGS AND SPECIFICATIONS ARE ORIGINAL
PROPERTY AND CONFIDENTIAL MATERIALS OF
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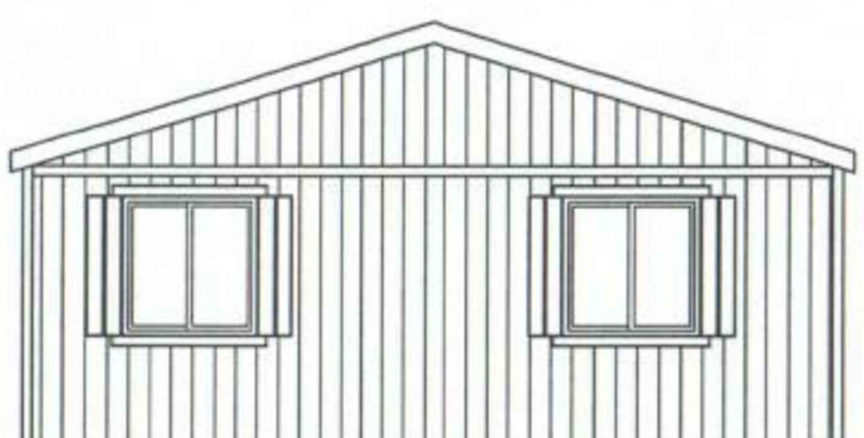
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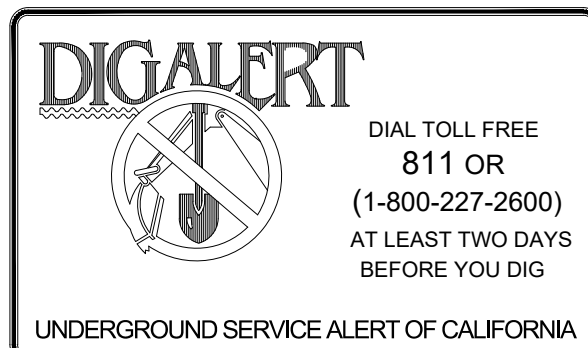


FRONT



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ELEVATIONS
NOT TO SCALE



MONSOON
P.O. BOX 151
SAN LUIS OBISPO, CA 93406
805-476-6188 PH.
bree@monsoonconsultants.com

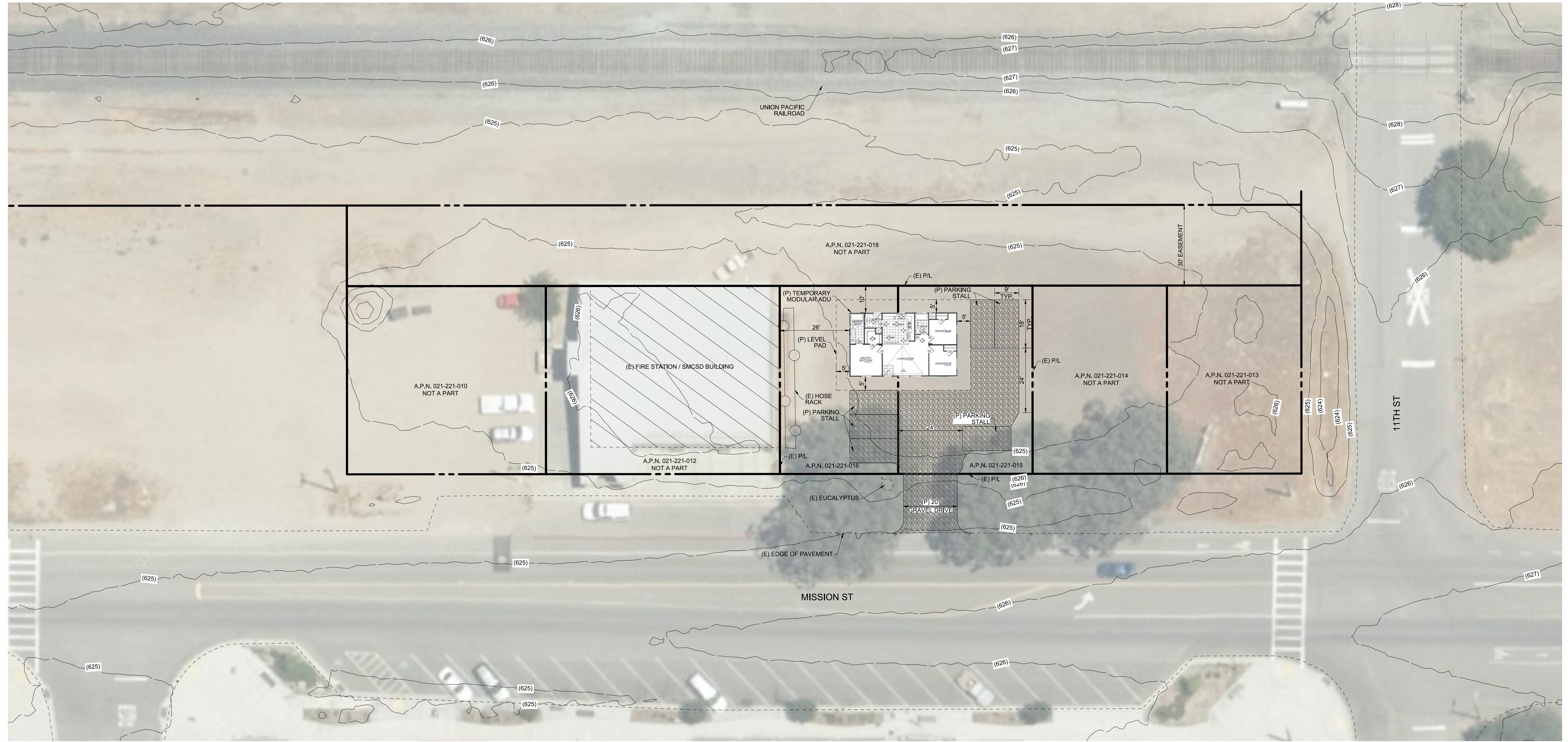
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Project Number: 2021.01.002
Project Location: SAN LUIS OBISPO COUNTY
A.P.N. 021-221-016 & 021-221-015

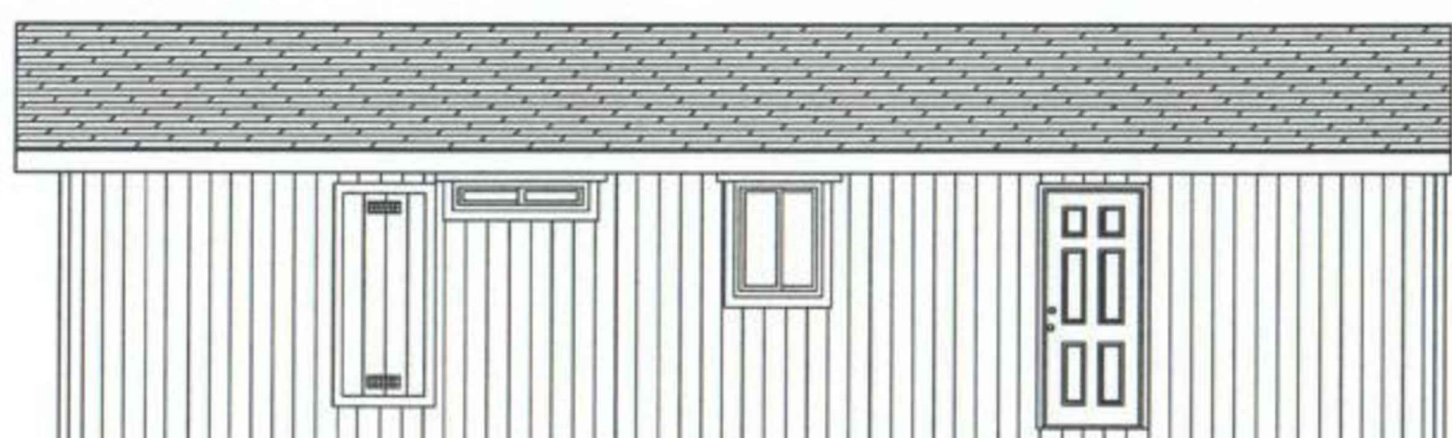
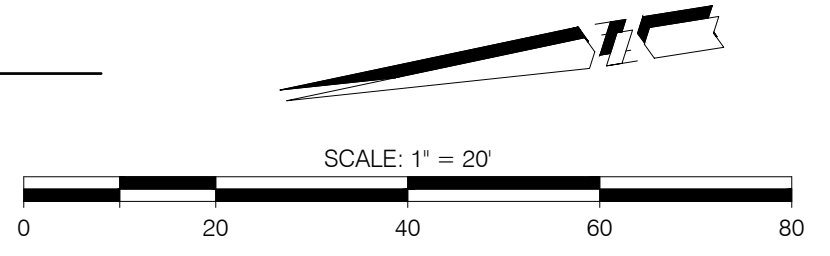
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Overall Site Plan
Owner/Applicant: SAN MIGUEL COMMUNITY SERVICES DISTRICT
1150 MISSION ST.
SAN MIGUEL, CA 93451

NOT FOR CONSTRUCTION

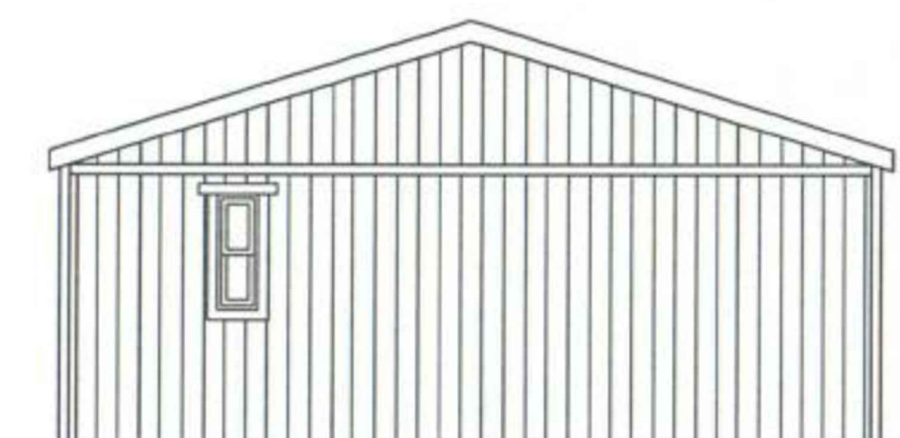
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Checked by: BTR
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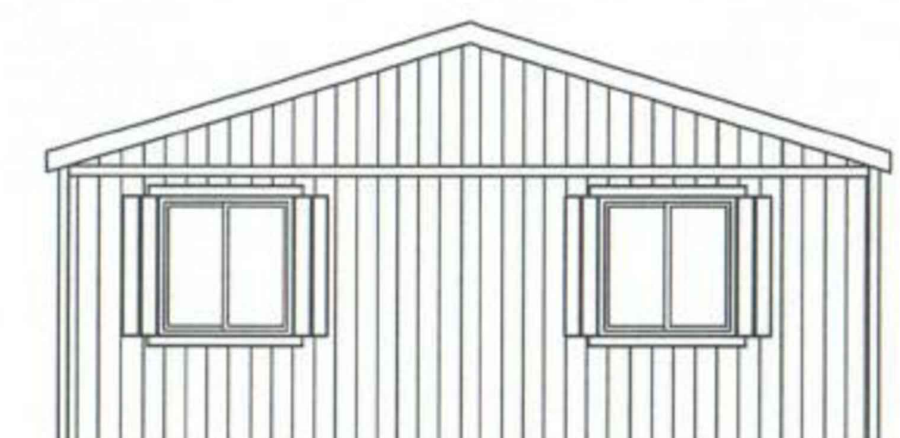
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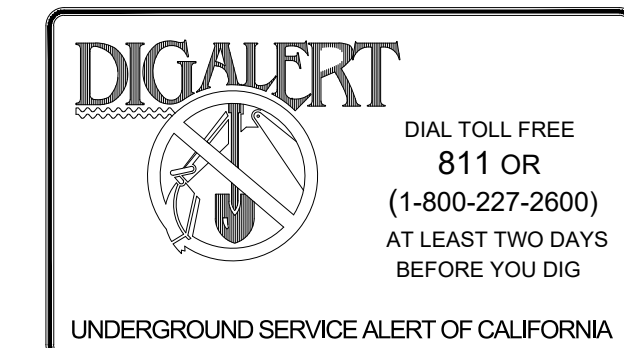


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ELEVATIONS
NOT TO SCALE



MONSOON
SAN LUIS OBISPO, CA 93406
P.O. BOX 151
805-476-6188 PH
breezy@monsoonconsultants.com

REVISIONS	Number	Date	Description

Project Number: 2021.01.002
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NOT FOR CONSTRUCTION

Date: 1-19-21
Scale: PER PLAN
Drawn by: ARR
Checked by: BTR
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San Miguel Community Services District Board of Directors

Staff Report

January 28, 2021

AGENDA ITEM: XI.6

SUBJECT: Review and provide direction to staff on the questions proposed at the strategic planning session.

RECOMMENDATION: Discuss and provide direction to staff.

BACKGROUND: Director Kalvans submitted a series of legal questions. Director Kalvans would like to define the legal authorities that the district has, in providing additional services for the Community Serves District.

Currently, the District only provides services in Water, Wastewater, Fire Department, Lighting, and Solid Waste. This District was formed in early 2000 where the community united the five services that were in the district to form the CSD and the district would manage those services. At the time, the CSD did not have housing. The decision was made to temporarily house the CSD in the Fire Department, this was 20 years ago.

Director Kalvans's legal questions were directed towards a "Community Development Director" and an "Economic Development Director". Director Kalvans wants to know if both positions could be combined as one and if the District could form a Planning Commission and create a "Community Development Department". Director Kalvans also wants to know where and how we would get the land-use authority; he also has questions about providing recreation and other related services. These questions were raised from our strategic planning sessions and were asked to be sent to the District's Legal Counsel. Due to the complexity and cost of the question, I feel, it is necessary for the questions to be formally reviewed by the Board of Directors.

The CSD does not have the staff, facilities, or financial resources (Revenue) to provide any additional services at this time. I feel these questions are a little premature when our efforts need to be focused on the services we currently provide. San Luis Obispo County currently provides parks, recreation, and Planning services for San Miguel Community Services District. I recommend we do not pursue these questions with legal at this time.

FISCAL IMPACT:

Legal fees for the questions and staffs time to research the question's and time preparing the reports.

PREPARED BY:

Rob Roberson

Interim General Manager

Legal Questions

-Director Kalvans

1/8/2021

1. Under Government Code 61100 articles AC, which involve the CSD financing an Area Planning Commission formed under government code 65101, what would be required of the CSD if it were to activate those powers? Can you describe what an Area Planning Commission would look like (besides having the CSD board serve in place of the planning commission)? Would we need to hire employees? What is a typical budget and how many employees do the planning departments of your other clients have?
2. Under Government Code 61100 article F it references the Park and Recreation District Law specifically how a CSD can do the same things as districts formed under Public Recreation Code 5786. That code mentions that we can do recreation and “other related services that improve community’s quality of life.” With our economy being Agriculture/Recreation based could we declare that economic and commercial development are critical components for the quality of life and focus on economic development efforts? How much latitude would we have to do projects that are based on a “communities’ quality of life”?
3. When it comes to economic development efforts, is it more important to have land use authority or a person to guide economic development? Which one of the above latent powers might be more beneficial for supporting economic development efforts? Or would a hybrid combination of both be beneficial? (we could call it a community development department)
4. What is the difference between a Community Development Director and Economic Development Director? Could either one double as our planner if we formed an Area Planning Commission?