



BOARD OF DIRECTORS

Ashley Sangster, President
 Ward Roney, Director

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

REGULAR MEETING AGENDA 6:30 P.M. Closed Session 7:00 P.M. Opened Session SMCS D Boardroom 07-22-2021

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: White Oak

2. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:
Confidential Complainant

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 (WhiteBrenner, LLP)

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

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

VIII. Special Presentations/Public Hearings/Other: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|----|---|-----------|
| 1. | San Luis Obispo County | No Report |
| 2. | Camp Roberts—Army National Guard (Mitten) | No Report |
| 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) 6-24-2021 Regular Meeting Minute

2. Approval of **RESOLUTION No. 2021-18** approving a rate increase from \$5.22 per HCF to \$5.38 per HCF for construction hydrant meter usage to be retroactive to July 16th, 2021

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive and File the Enumeration of Financial Report for May 2021 (Dodds)

- a. Claims Detail Report MAY (tabled from June meeting and revised)
 - i. Claims Detail Report APRIL (tabled from June meeting and revised)
- b. Statement of Revenue Budget vs Actuals (tabled from June meeting)
- c. Rev Budget vs Actual Summary (tabled from June meeting)
- d. Statement of Expenditures Budget vs Actual (tabled from June meeting)
- e. Cash Report (tabled from June meeting)

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

M_____

S_____

V_____

2. Review and approve contract with Rob Roberson as Interim General Manager/ Fire Chief (Dervin)

Recommendation: Approve contract with Rob Roberson as Interim General Manager/ Fire Chief

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

M_____ S_____ V_____

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

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

Public Comments: (Hear public comments)

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

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

XII. BOARD COMMENT:

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

XIII. ADJOURNMENT TO NEXT REGULAR MEETING

ATTEST:

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

I, Rob Roberson, General Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on July 16, 2021

Date: July 16, 2021

Ashley Sangster, SMCSO Board President 2021
Rob Roberson, Fire Chief/Interim General Manager
Tamara Parent, Board Clerk



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
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 Hector Palafox
 Raynette Gregory
 Ward Roney

Re: DISTRICT ENGINEER REPORT – JULY 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 9.38 MGAL (12,533 CCF) of water during the month of June 2021. This represents an increase of approximately 2.3% from the prior month. Compared to 1-year ago, the volume of water produced in June 2020 was approximately 9.78 MGAL, which represents a decreased production of 4.2%. There are no significant problems with the District's infrastructure at the time this report was prepared.

MEETING PARTICIPATION

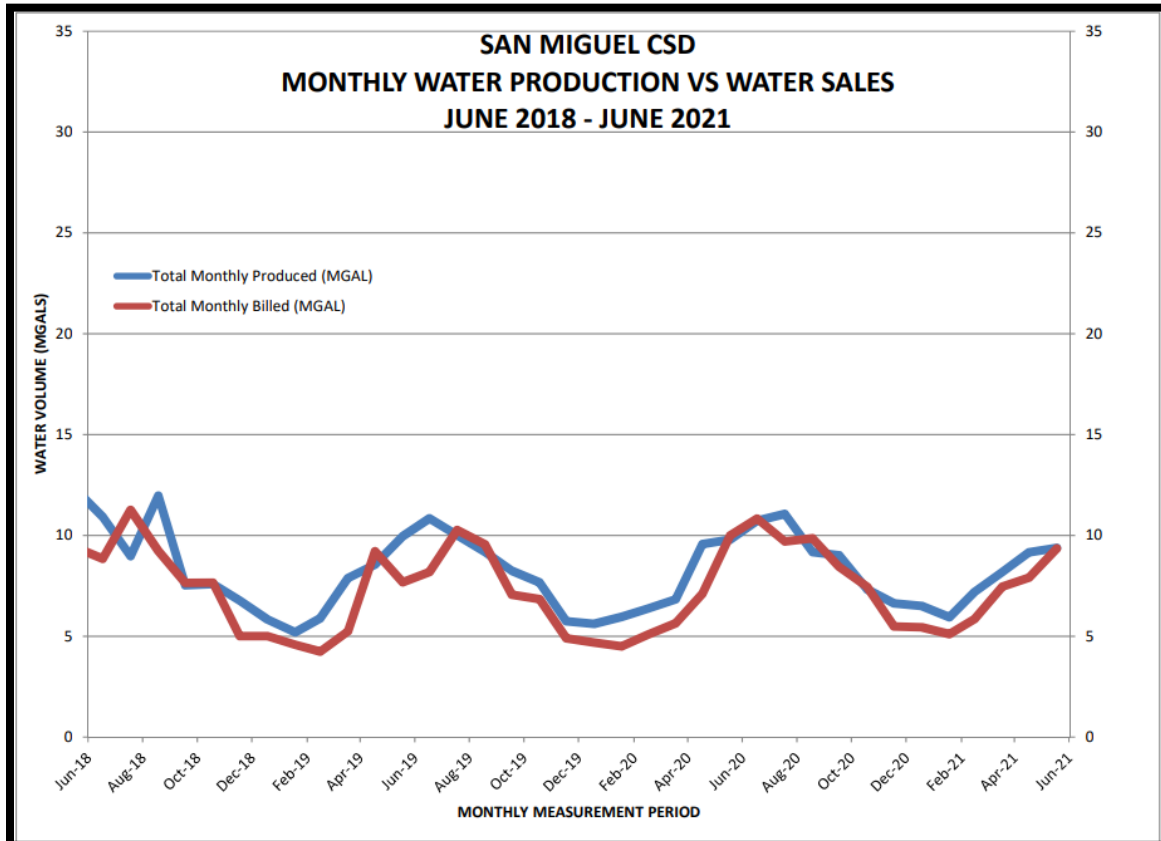
A summary of relevant issues that were discussed during meetings attended by the DE during the previous month are summarized below. (Note that routine meetings with SMCS staff are not included):

1. June 22, 2021: The DE participated in a TEAMS meeting with Paso Robles Groundwater Basin GSA Cooperative Committee staff to discuss a letter that was received on June 3, 2021 from the DWR notifying the GSA's that the GSP was determined to have deficiencies and is not approvable in its current form.
2. June 30, 2021: The DE and Director of Utilities participated in a ZOOM meeting with Waterboard staff to discuss WWTF project status and regulatory / permitting requirements for the project.

3. July 6, 2021: The DE participated in a TEAMS meeting with Paso Robles Groundwater Basin GSA Cooperative Committee staff to discuss a letter that was received on June 3, 2021 from the DWR notifying the GSA's that the GSP was determined deficient. Discussions were held regarding strategies for responding to DWR and to prepare for the DWR consultation / debrief meeting.
4. July 9, 2021: The DE participated in a TEAMS meeting with DWR staff and Paso Robles Groundwater Basin GSA Cooperative Committee staff to discuss GSP deficiencies and proposed strategies / approaches to addressing DWR concerns / issues.

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 May 6, 2021. 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 which was 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. On July 7, 2021 Dudek delivered a preliminary and incomplete DRAFT CEQA/NEPA Environmental Document. The DE and Director of Utilities have reviewed the subject document and responded to Dudek with comments and revision requirements.

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.

A Request for Proposals (RFP) and Technical Specifications was prepared for the Pre-Engineered Package Membrane Bioreactor System and was advertised for cost proposal solicitation. The Engineers Estimate for the MBR System, including the Pre-Engineered Package integrated Membrane Bioreactor (MBR) / UV Disinfection / Sludge Dewatering treatment system, with factory testing, installation, start-up, commissioning, and operator training is approximately \$6,800,000. The DISTRICT is working with the USDA and DWR to secure funding for the overall project, including the work to be performed in conjunction with MBR System.

The DISTRICT received one (1) cost proposal on June 11, 2021 in response to the RFP. The cost proposal was received from Cloacina, LLC, which is based in Arroyo Grande, CA. The DE and Director of Utilities are in the process of reviewing the proposal and pending completion of that process, will present our findings and recommendations to the Board.

In anticipation of the new WWTF becoming operational, the Director of Utilities is making preparations for upgrading the wastewater treatment plant operator licensing to meet the state requirements. Based on state requirements, the WWTF is currently classified as a Class I plant. After the proposed upgrade and expansion project is complete, the plant will be designated as a Class III plant. After the new plant becomes operational, the Chief Plant Operator (CPO) will be required to carry a minimum Grade III license. The CPO is the operator responsible for the overall operation of the WWTP and must be a certified WWTP operator at the same grade of, or higher, than the level of classification of the WWTP. The Designated Operators-in-Charge (DOIC) will be required to carry a minimum Grade II license. The DOIC is a certified operator appointed by the CPO to be responsible for the overall operation of a WWTP, including compliance with the applicable waste discharge requirements when the CPO is unable to carry out the responsibilities of the position. The DOIC reports directly to the CPO.

2. DISTRICT Fuel System Upgrade: The Director of Utilities has initiated an analysis of the adequacy of the existing fuel storage and dispensing system in anticipation of the future WWTF expansion and operational resiliency considerations, along with other potential changes in the operations of the DISTRICT. At present, the DISTRICT's existing fueling system is located at the WWTF and is comprised of a single 400-gallon diesel storage tank with associated spill protection and dispensing equipment. Currently, there is no storage

of gasoline at the DISTRICT. The diesel is used to fuel some of the DISTRICT's rolling stock and to store the fuel for the existing Mission Gardens lift station generator, which consumes approximately 82 GPD diesel, and the existing WWTF generator which consumes approximately 106 GPD diesel. In an event in which both backup generators would need to be brought online under existing conditions, there would be sufficient diesel stored to operate approximately 2-days, not accounting for any rolling stock fuel needs. Increasing the diesel tank size to 1000 gallon would increase the duration that both existing generators could be operating simultaneously from approximately 2-days to approximately 5-days.

Based on current estimates of back-up power requirements for the new WWTF, it is anticipated that the plant will require a 600 KW generator. A diesel fueled generator of this size will require approximately 880 GPD. To provide for a minimum 24-hours of back-up generator supplied power, there would be a minimum diesel storage requirement of approximately 1000 gallons.

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) Tract 2779 (Nino - 34 lots) –New home construction has been completed all thirty four (34) lots and the project is complete.
- b) Tract 2647 Hastings The Bluffs (12-Lots) - The developer has completed construction on the initial five (5) residences.
- c) 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. This project is currently on hold.

GROUNDWATER SUSTAINABILITY AGENCY

On June 3, 2021, a letter from the DWR was issued to the Paso Robles GSP plan manager, John Diodoti, informing the GSAs that DWR Department staff have completed an initial review of the GSP and have identified deficiencies which may preclude the Department's approval. Consistent with the GSP Regulations, DWR department staff are have identified corrective actions that the GSAs should review to determine whether and how the deficiencies can be addressed. GSA Cooperative Committee staff are currently reviewing the DWR submittal and developing a response strategy that will be presented to the GSA Cooperative Committee at the July 21st GSA CC meeting for consideration and possible action. On July, 9 2021, the DE participated in a TEAMS meeting with DWR staff and Paso Robles Groundwater Basin GSA Cooperative Committee staff to discuss GSP deficiencies and proposed strategies / approaches to addressing DWR concerns / issues.

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

July 14, 2021
Date



San Miguel Community Services District

UTILITY STATUS REPORT

6-19-2021 Thru 7-16-2021

AGENDA ITEM# IX.7

Well Status:

- Well 4 is partially operational – Well Level 72.8 6/12/2021
- Well 3 is fully operational – Well Level 63.4 6/12/2021
- SLT well is in service
- Total combined average running hours per day (11)
(threshold for stage 1 drought determination is 17 hours per day)

Water System status:

Water leaks this month:0 This calendar year: 2

Water related calls through the alarm company after hours this month: 2 This Year: 6

- Some damage to fencing slats from fireworks was found at Well 4. Damage was repaired
- New privacy slats have been installed at Well 3 to improve the appearance of the well site to the surrounding residents.
- Starting an audit of the cross-connections within the District and verifying compliance with state law, and the District Water Code. Some residents and businesses will be required to install cross-connection control devices.

Sewer System status:

Sewer overflows this month: 0 this year: 0

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

- Working with a customer to resolve ongoing sewer leak issue.

WWTF status:

- .

State Water Resources Control Board (SWRCB):

- .

Billing related activity:

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

Lighting status:

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

Landscaping:

- Photo cell for the new street light is finally in and will be installed.

Solid Waste:

Mattress recycling

- Mattresses are accepted by appointment only, and only on Fridays between 8 am and 11 am.
- Working with the Mattress Recycling Council to convert our program to be able to receive funding to offset some of the program.

E-Waste collection

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

Working with IWMA on Household Hazardous Waste (HHW) collection in San Miguel
Working with IWMA and San Miguel Garbage on a proposed amendment to comply with SB 1383.

Project status:

- Well arsenic treatment
 - Working with Awalt Engineering and Monsoon Consultants to identify a viable option for treating arsenic at the District wells.
 - Working to determine a funding mechanism for arsenic treatment.
- Generator installation is in progress, generators are on order.
 - Well generators are anticipated to arrive in August

Board requested information:

- .

WWTP expansion and Aerator Upgrade

- MBR bids were due June 11th, 1 proposal was received and will be reviewed by staff.
- DE and DOU met with USDA on June 15th about funding.
- DE and DOU had a meeting with the Waterboard on June 30th

Staffing

- One vacant position.
 - WWTF Operator Lead, which will remain vacant until we are closer to WWTF construction.
- Two operators are taking their wastewater operator exams to increase their license level.

SLO County in San Miguel:

- County has declared that the County is in a Drought, this follows the States proclamation of a near statewide Drought.

Caltrans in San Miguel:

- .

Rain in San Miguel:

<u>2018</u>	<u>9"</u>
<u>2019</u>	<u>12.5"</u>
<u>2020</u>	<u>.50"</u>
<u>2021</u>	<u>.68"</u>

Kelly Dodds

Kelly Dodds
Director of Utilities
Date: July 16, 2021

San Miguel Community Services District Board of Directors Meeting



Staff Report

July 22nd, 2021

AGENDA ITEM: IX 8

SUBJECT: Fire Chief & Asst Fire Chief Report for June 2021

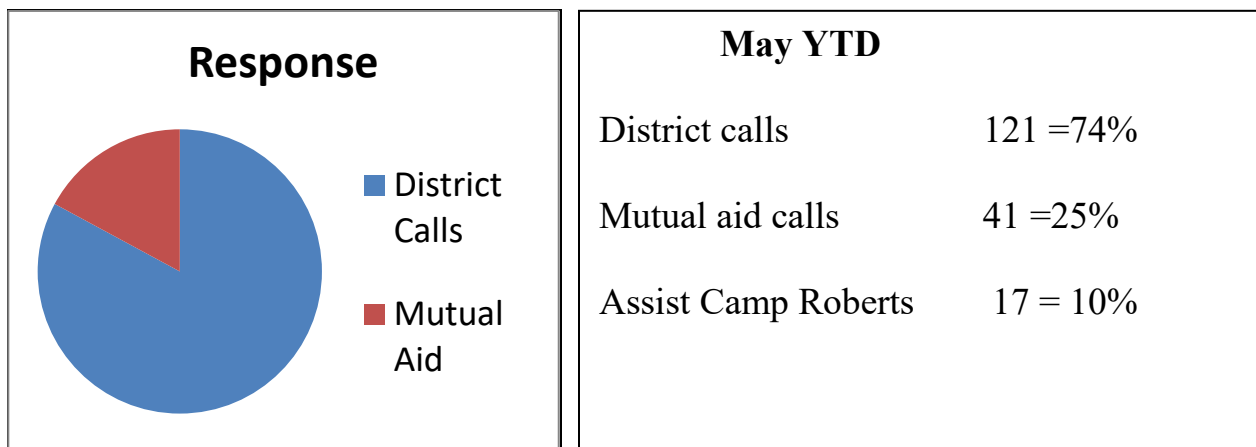
STAFF RECOMMENDATION: Receive and File Monthly Reports for the Fire Department

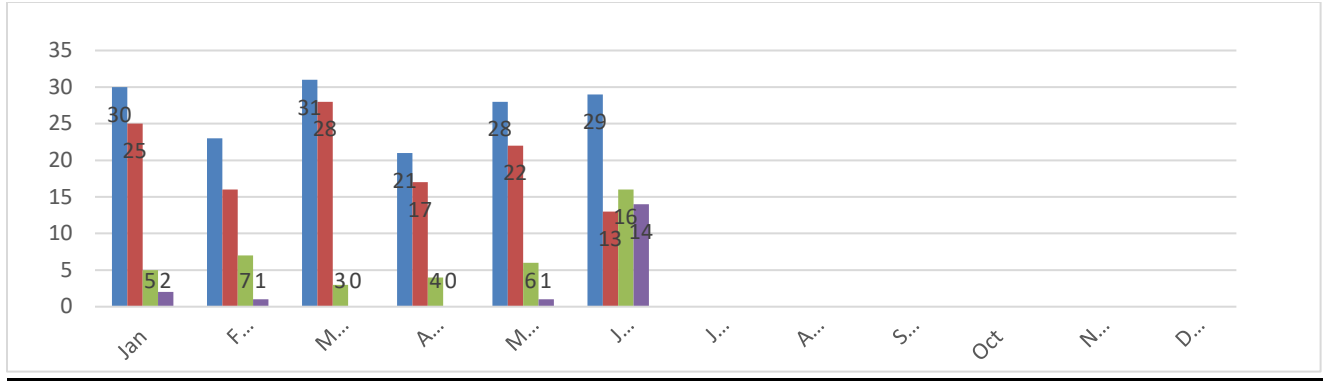
INCIDENT RESPONSE:

- Total Incidents for June 2021 **29**
- Average Calls for per 6 Months in 2021 **27.5**
- Total calls for the year to date **162**

Emergency Response Man Hours in June = 72	Total	476
Stand-By Man Hours for June = 21	Total	<u>176</u>
	Total hr.	652

Emergency Response Man Hours = **2.4 hr.** Per call for June **2.9** Per call for the year
 Stand-By Average per Call = **.7** Per call for, June **1** Per call for the year





Total calls
District
Mutual Aid
Camp Roberts



Response Breakdown by %

- Structure fires
- Wildland Fires
- Vehicle Fires
- Misc. fire
- Illegal Burn
- Vehicle Accidents

For 162 calls for 6 Month in 2021

District Calls	121	81%
Mutual Aid	41	18%
XX		
Structure fires	8	4.9%
Wildland Fires	6	3.7%
Vehicle Fires	2	1.2%
Misc. fire	3	1.8%
Illegal Burn	4	2.4%
Vehicle Accidents	13	8%
False Alarms	5	3%
Haz Condition	6	3.7%
Haz Mat	1	0.6%
Stand by	0	0.0%
PSA	8	4.9%
Medical Aids	106	65.4%

Personnel:

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

Fire Department Financial overview

May / 2021

Beginning - **\$856,609.39**
 Received - \$93,707.02 = \$950,316.41
 Transferred in - \$ 0 = \$950,316.41
 Disbursed- \$332.52 = \$949,983.89
 Transferred Out- \$6,714.50 = **\$943,269.39**

June / 2021

Beginning - **\$943,269.39**
 Received -
 Transferred in -
 Disbursed-
 Transferred Out-

Equipment:

- All equipment is in service.
- E8668 had the rear view and front end camera installed, Rear traffic control light.

Activities:

- Actively working within the COVID standards
- Working on the Temporary Housing Unit Project.
- Weed abatement has been completed, it was completed by the district. The cost for the weed abatement was be placed on the tax roll for the 2022 property tax assessment.

June

<u>Date</u>	<u>Subject matter</u>
1	Wildland Progressive Hose Lays
8	Vehicle Extrication
15	Engine Company Operations / Mission Response
22	Association Meeting

July

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

<u>Date</u>	<u>Other activities</u>	<u>Time</u>
Cleanup		0800-1200 4 th of July

Information:

- Fire Prevention Report.

Prepared By:

Rob Roberson | Scott Young

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

FIRE EQUIPMENT

2021 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	32	17	115	17	50	40	9	0	37	0	26	17	269	91	3.0
E-8668	67	40.2	30	11	30	20	64	14	162	62	133	26	486	173	2.8
P-8651	67	0	47	24	118	12.4	51	13	145	21	27	0	455	70.4	6.5
6 Month Total												1210	335	3.6	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	7.7	0	920	70	931	66	874	63.8	666	34	31	0	3663.5	234	15.7
C-8601	663	63	389	36	399	33	291	32.6	359	25	300	21	2401	211	11.4
C-8600	368	37	216	22	296	18	268	40	347	42	278	26	1773	185	9.6
6 Month Total												7837.5	629	12.5	

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													269	91	3.0
E-8687/68													486	173	2.8
P-8651													455	70.4	6.5
12 Month Total												1210	335	3.6	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630													3663.5	234	15.7
C-8601													2401	211	11.4
C-8600													1773	185	9.6
12 Month Total												7837.5	629	12.5	

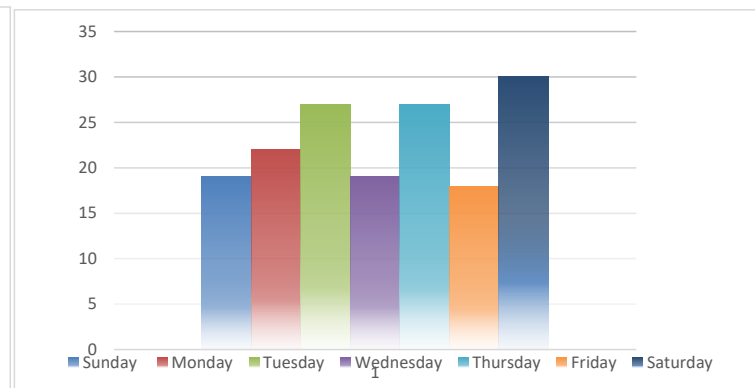
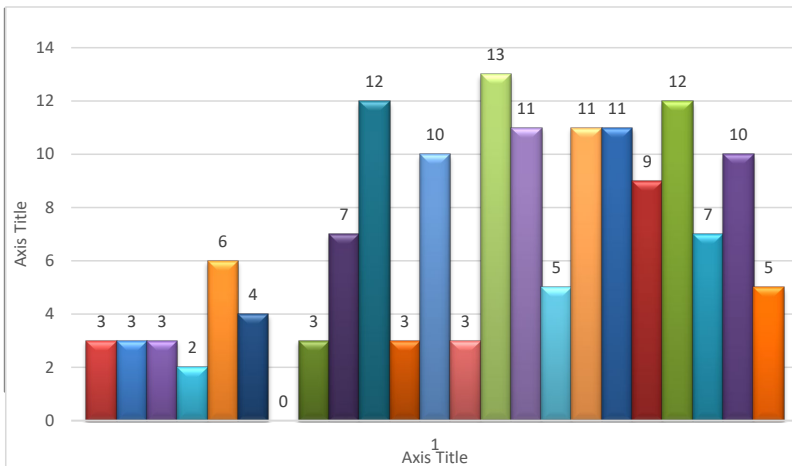
YTD 2021 Total	mi.	gal.	Avg. MPG
Diesel	1210	335	3.6
Gas	7837.5	629	12.5

Call per time of day and day of the week 2021

	After Hours					CSD Work Hours											Off Hours									
	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total	
Sunday					1	1			1	3				2	1		1	3		3	1	2			19	12%
Monday		1	2						2	4			1	1	2	1	2		4				1	1	22	14%
Tuesday				2						3		4		1	3		1	2		4	3	2	1	1	27	18%
Wednesday	1		1					1		1		1		4		1	3	3		2	1			19	9%	
Thursday		1			2				1	1	2	4	1	3	1	1	3		1		1	2	1	2	27	18%
Friday		1			2	1			1		1			1	1				3	2		1	1	2	18	10%
Saturday	2				1	2		2	2			1	0	2	3	1	1	3	1	1	1	3	1	3	30	18%
Hour Total	3	3	3	2	6	4	0	3	7	12	3	10	3	13	11	5	11	11	9	12	7	10	5	9	162	
	1%	2%	1%	1%	3%	3%	0%	2%	5%	6%	1%	5%	2%	9%	7%	3%	6%	6%	5%	6%	4%	6%	3%	6%		

Total calls during CSD Work Hours	49	30%
Total calls during Off time and weekends	113	69%
After Hours calls 22:00 to 06:00	35	21%
Total Weekend Calls	49	30%
Total Calls Monday thru Friday	113	69%

8am to 8pm	31	19%
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	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		TOTAL		
	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	
Structure Fires	2	0	0	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	2	
Veg. Fires	0	1	0	0	0	0	0	0	0	1	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5
Vehicle Fires	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Misc. Fires	0	0	0	0	0	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2
Illegal Burning	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0
Vehicle Accidents	1	1	1	0	2	2	0	0	1	0	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	7	6
False Alarms	2	0	0	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0
Hazardous Condition	3	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0
Hazardous Materials	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Standby	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pub.Svc.Asst.	2	0	3	0	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	0
Medical Aids	12	3	11	5	18	1	16	2	17	4	8	9	0	0	0	0	0	0	0	0	0	0	0	0	0	82	24
Call TOTALS	25	5	16	7	28	3	17	4	22	6	13	16	0	0	0	0	0	0	0	0	0	0	0	0	0	121	41
	30		23		31		21		28		29		0		0		0		0		0		0		162		
<i>CPR</i>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid SLO/Mon.	3	0	7	0	2	0	1	1	6	0	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35	0
Camp Bob Asst.	1		1		0		0		1		14		0		0		0		0		0		0		0	17	0
Average Calls Per	<i>Month</i>		27.0	<i>Day</i>	0.9	<i>SLO Co. MA</i>					34	<i>Montrey Co. MA</i>					1	<i>CPR TOTAL</i>					0				



BOARD OF DIRECTORS

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

REGULAR MEETING MINUTES
6:00 P.M. Closed Session 7:00 P.M. Opened Session
SMCSD Boardroom 06-24-2021

I.	Call to Order:	6:03 PM
II.	Pledge of Allegiance:	Roney
III.	Roll Call:	<i>Sangster, Kalvans (arrived at 6:10PM), Roney, Palafox, Gregory</i>

IV. **Approval of Regular Meeting Agenda:**
 Motion by: Director Kalvans
 Second by: Director Sangster
 Motion: Voice vote

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans					X
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

Public Comment for items on closed session agenda
 None

V. **ADJOURN TO CLOSED SESSION:** Time: 6:05 PM

A. **CLOSED SESSION AGENDA:**

- PUBLIC EMPLOYMENT**
 Title: Interim General Manager/Fire Chief; Pursuant to Government Code Section 54954.5
- CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
 Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: White Oak
- CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
 Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:
 Confidential Complainant

VI. **Call to Order for Regular Board Meeting/Report out of Closed Session 7:00 PM**
 Time: 7:02 PM

Pledge of Allegiance:

- Report out of closed session by District General Counsel (WhiteBrenner, LLP)
 - 1. Direction was given to staff

[Video part 1/7 time: 00:00](#)
[Video part 1/7 time: 00:10](#)
[Video part 1/7 time: 00:34](#)

VII. **Public Comment and Communications for items not on the Agenda:** [Video part 1/7 time: 00:45](#)

Richard Smithens (San Miguel District Resident) - Complaints about Cruise Night
 Jesus Renoso (San Miguel District Resident) - Complained about the traffice speed on Mission St and around town
 Laverne Buckman (San Miguel District Resident) - Mentioned that the CHP and SO come to Advisory Meetings. Suggested Michael Britton is invited to the CSD Meetings. Asked about the Financial Officer Replacement.
 Paola Freeman (Monterey County Resident) - Asked about the COVID Supply reimbursement. Asked for a hiring freeze at the C.S.D. Requested that the C.S.D. hire a new GM.
 Owen Davis (San Miguel District Resident) - Asked about Utility Spending and the proposed fuel tanks.
 Paola Freeman (Monterey County Resident) - Asked about the toxic spill on River Road
 Owen Davis (San Miguel District Resident) - Asked about his 6/8/21 Public Records Requests
 Gib Buckman (San Miguel District Resident) - Asked Legal how long after being off the board could a board member discuss Closed Session Items.

VII. **Special Presentations/Public Hearings/Other:** [Video part 2/7 time: 07:31](#)

1. **PUBLIC HEARING:** Consider approving Resolution No 2021-16 confirming the 2021 Weed Abatement Cost Report and Authorizing Collection of the charges on the County Tax Rolls.

Recommendation: That the Board of Directors approve the Cost Report for the 2021 Weed Abatement Program (Exhibit “A” to **Resolution 2021-16**)
 Updated Exhibit A presented

Public Comments:
 None

Director Sangster closed the public hearing, board discussion ensued

Board Discussion:
 Director Sangster asked about the administrative costs
 Owen Davis (San Miguel District Resident) - asked about which district workers did the weed abatement

Motion by: Director Sangster
Second by: Director Gregory
Motion: to approve Resolution 2021-16 as amended

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

- 2. **PUBLIC HEARING:** Consider approving Resolution No 2021-17 Authorizing Delinquent Water and Sewer Services Charges to be collected on the 2021-2022 Tax Roll.

Recommendation: After Public Hearing; The Board of Directors Approve Resolution 2021-17 authorizing collection of the charges on the 2021-2022 Tax Roll.

Updated Exhibit A presented

Public Comments:

Owen Davis (San Miguel District Resident) - Shared his opinion on owners being responsible for water/sewer charges not paid.

Jesus Renoso (San Miguel District Resident) - The landscaping in front of his house covered a Water Meter box and a worker damaged the landscaping when checking the box. He would like to know why. His residence is 937 Mission St

Director Sangster closed the public hearing, board discussion ensued

Board Discussion:

Director Kalvans asked if one of the properties on the list is the same one that has a lot of crime problems

Director Palafox asked if the people don't pay will they get shut off in September

Director Gregory asked about the regular procedure for past due accounts

Motion by: Director Kalvans

Second by: Director Roney

Motion: to approve Resolution 2021-17 as amended

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster		X			
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

IX. Staff & Committee Reports – Receive & File: [Video part 2/7 Time: 29:32](#)

Non-District Reports:

1. San Luis Obispo County Sheriff **Manuele** Verbal [Video part 2/7 Time: 29:50](#)

MAY Stats		2021	2020
Sheriff CFS (Calls For Service)	Total:	1778	1942
CFS for San Miguel		191	200
CFS for Templeton		365	353

Total CFS turned into Reports	262	
Reports for San Miguel	32	33
Reports for Templeton	64	

CFS breakdown for critical areas:		
Assault/Battery	CFS: 4	Reports Generated: 4 (all domestic violence)
Disturbance Calls (noise, fights etc)	CFS: 23	Reports Generated: 2 (1 domestic violence, 1 fight)
Burgleries (both vehicular)	CFS: 2	Reports Generated: 2 (1 broken window, 1 alarm went off)
Thefts (all catalytic converters)	CFS: 3	Reports Generated: 3
Vandalism (Vehicle window broken)	1	Reports Generated: 1
Trespassing	5	
Suspicious Circumstances	5	

Discussed plans for 4th of July coverage

CAT liason (Community Action Team) has been assigned to help with the unsheltered/unhoused population and mental health population.

Board Comment:

Director Kalvans: Templeton is 3x the size of SM, but has only 2x the calls of SM. Asked about the types of calls.

Director Sangster: Month over month is there an increase, a trend with the heat rising?

Director Roney: SLO county does not have an ordinance prohibiting public consumption of alcohol? Yes. Asked about businesses. Asked about businesses code 25600

Director Kalvans: Asked about cross trained SO with traffic enforcement costs.

Manuelli is aware of the burn outs and recklessness of the cruise nights

Public Comments:

Laverne Buckman (San Miguel District Resident) - asked about the dark park and if deputies still walk through it?

2. Camp Roberts—Army National Guard (Mitten) None
3. Community Service Organizations – SMFA Verbal [Video part 3/7 Time: 09:43](#)

Scott Young, President of SMFA: Fireworks Booth, Addressing project, Sagebrush Days Parade went well. SMFA is repairing the Park Bell stand. SMFA is also installing a US flag in the park.

District Staff & Committee Reports:

4. Interim General Manager (Mr. Roberson) Verbal [Video part 3/7 Time: 12:49](#)

COVID update, weed abatement was completed, 1200 block property was aquired, 12 St property was sold and closed escrow, IWMA meeting, new time clock for board meetings - asked the public to respect the 3 minute comment time limit, Minutes format, 4th of July, Financial Officer position, Public Records Request, Ice Machine, UPS replacement and Security Camera memory

Discussion ensued

5. District General Counsel (Mr. White) Verbal [Video part 4/7 Time: 15:17](#)
Regarding the minutes- there is a nationwide shortage for stenographers.
The PRA were processed and identified. Costs are being prepared for the hard copies.
Public Comment: Owen Davis (San Miguel Resident) wants to have the public meeting announced to the public.
Wants copies of the agenda.
6. District Engineer (Dr. Reely) Report Attached [Video part 4/7 Time: 20:00](#)
Submitted as written. AS: what specifically prevented the GSP from being approved? Water production history: what is the cause of the 1/2-million gallon difference between what was produced and what was billed? Would like a clarification on the numbers.
Laverne Buckman (San Miguel District Resident) why isn't the Dudek report in yet? Asked about the Class 3 Plant Operator for the plant. Cost Proposal has a lot of pending items, aren't they close to construction? Asked about the Fuel System and wants the board to understand whats in the report. Lift Station costs on the owners.
Owen Davis (San Miguel District Resident) we don't need desiel generators and storage tanks.
Director Sangster: agreed that they are questionable
7. Director of Utilities (Mr. Dodds) Report Attached [Video part 4/7 Time: 31:15](#)
Director Sangster: On the first page the water system status leaks say 0, doesn't think it's accurate. We have had a leak.
8. Fire Chief (Chief Roberson) Report Attached [Video part 4/7 Time: 31:58](#)
As submitted.
Board Comment:
Director Gregory: asked about the fire in June, possibly in Camp Roberts

Public Comments:

Paola Freeman (Monterey County resident) - Asked about fire trucks parked on 12th St. Asked how many EMTs are on the Fire Dept?

Owen Davis (San Miguel District Resident) - Would also like to know

Vidya Schalk (San Miguel Resident) - Would like to know how to learn more about what is happening in the town.

X. CONSENT CALENDAR: [Video part 5/7 Time: 08:15](#)

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

- a) 3-25-2021 Regular Board Meeting
- b) 4-16-2021 Special Board Meeting
- c) 5-6-2021 3rd Strategic Planning Informal Work Session- Fire
- d) 5-13-2021 4th Strategic Planning Informal Work Session- LAFCO

Board Comment:
 Director Sangster noted a name spelling corrections in item A.

Motion by: Director Sangster
Second by: Director Roney
Motion: to approve as amended

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

XI. BOARD ACTION ITEMS: [Video part 5/7 Time: 13:07](#)

1. **Review, Discuss, Receive and File the Enumeration of Financial Report for April 2021** (Dodds)

- A. Claims Detail Report MAY
 - i. Claims Detail Report APRIL (tabled from MAY meeting)
- 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:
 None

Board Comment:
 Director Sangster: US Bank still not included in April. Requests more descriptive invoice information on purchases. Detailed itemization of what each transaction represents. 19.50 5/7
 Director Kalvans: 9898 N River Rd lighting charges in April, asks about why it's still named that and why?

Status: Tabled, requests that the reports come back with more detail and US Bank is moved to April.

[Video part 5/7 Time: 22:14](#)

2. **Discussion on LAFCO sphere of influence boundaries.** (Roberson/Young)

Recommendation: Discuss LAFCO sphere of influence boundaries.

Board Comment:

Director Kalvans: Asked Legal to find out if LAFCO can annex areas outside of their boundaries? Asked about the territories to the south, the Welsonna Area, and their commercial and industrial zoning.

Director Gregory: Asked about types of zoning in and around the San Miguel District.

Director Kalvans: Wants LAFCO to come to San Miguel and discuss it with the board.

Director Kalvans: Wants legal to look into the mechanism for creating the fire annexation for west 10th Street

Public Comments:

Laverne Buckman (San Miguel District Resident) - resents that the board is using district employee time and legal money to research a board member's personal agendas. Informed the Board that when the west 10th St residents were invited to be a part of the fire dept/CSD, they refused.

Gib Buckman (San Miguel District Resident) - the west 10th St people don't want anything to do with the CSD

Director Gregory: Doesn't think this is a personal agenda, this is a look into expanding the towns borders.

Director Sangster: Mr Kalvans brings his questions to the board before bringing it to employees or legal.

Director Gregory: Asked about the 5 goals and the white board for them.

Status: Informational Item only. Director Kalvans will contact LAFCO.

[Video part 6/7 Time: 19:34](#)

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

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

Public Comments:

Board Comment:

Director Sangster: asked about the soils report.

Director Palafox: asked about the process if the soils report is not favorable.

Status: Informational Item only. See Status Report.

[Video part 6/7 Time: 25:54](#)**4. Review status of Machado Wastewater Treatment Facility expansion and aeration upgrade project**

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

Public Comments:

None

Board Comment:

None

Status: Informational Item only. See Status Report.

XII. BOARD COMMENT:[Video part 6/7 Time: 27:18](#)

Director Kalvans: 5 goals, discussing with GM regarding funding and tools, San Miguel Pool Status, the Advisory Council did not have a meeting because they did not have any new items.

S. Young: spoke about the Advisory Council having training to be on the board.

Director Gregory: asked about how to get a copy about the Advisory Councils Requirements for San Miguel. Also asked for a map of our current utilities- water, sewer and lighting. And natural gas penciled in.

XIII. ADJOURNMENT TO NEXT REGULAR MEETING

10:20 PM

[Video part 7/7 Time: 00:10](#)



San Miguel Community Services District

Board of Directors Staff Report

July 22, 2021

AGENDA ITEM: X-2

SUBJECT: Approval of **Resolution No 2021-18** approving a rate increase from \$5.22 per HCF to \$5.38 per HCF for construction hydrant meter usage to be retroactive to July 16th, 2021

RECOMMENDATION: Approve **Resolution No. 2021-18** approving a rate increase for construction hydrant meters to be retroactive to July 16th, 2021

Like many other public agencies, the District sometimes “rents out” the District’s fire hydrants to contractors for nearby construction projects. The District’s current rates are \$100 a month for the hydrant meter rental (not prorated) and \$5.22 for every hundred cubic feet (HCF) of water used. Based on the amount of time associated with each hydrant rental and taking into consideration the District’s operations and maintenance costs, District staff estimates that the current rental and usage rates for its hydrant rentals are insufficient to cover the District’s actual costs.

The proposed rental rate of \$100.00 (not prorated) and usage charges of \$5.38 per hundred cubic foot (HCF) covers District staff time to process the rental paperwork for each month, its costs to install and remove the meter, and the District’s costs associated with providing such water.

The \$750 deposit is to secure any potential damage to the meter by the contractor or nonpayment of the District’s fees.

These fees are consistent with the past fee schedule and the current usage rates as outlined in the current rate study for Non-Residential use.

This rate change will only affect individuals/ contractors who rent construction hydrant meters. These rates will not affect any other commercial or residential users.

FISCAL IMPACT

There is no additional cost to the District related to this increase.

PREPARED BY:

Kelly Dodds

Kelly Dodds, Director of Utilities

Attachment: Resolution 2021-18



RESOLUTION NO. 2021-18

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
AMENDING THE DISTRICT'S FEES AND CHARGES FOR THE USE OF DISTRICT
WATER HYDRANTS**

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Miguel Community Services District ("District") hereby amends the District's fees and charges for the use of District water hydrants as set forth in Exhibit "A" attached hereto and incorporated herein by this reference. Effective July 16th, 2021.

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby passed and adopted this 22nd day of July 2021

Ashley Sangster, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, General Manager

Douglas L. White, District General Counsel

Exhibit A**San Miguel Community Services District Water Hydrant Usage Fee and Charges****(Effective July 16th, 2021)**

1. A hydrant meter deposit of \$750 will be required by the applicant. The deposit, less the rental and usage fees, is refundable if no damage to the meter occurred while in the possession of the applicant.
2. A monthly rental fee of the hydrant meter of \$100 will be required. This is a non-refundable fee and is a 1 month minimum that is not prorated.
3. The actual metered water use will be billed at \$5.38 per hundred cubic foot.



San Miguel Community Services District Board of Directors

July 22nd, 2021

AGENDA ITEM: XI - 1

SUBJECT: Review and File the Enumeration for Financial Reports for May 2021

May 2021 Revenue: \$318,100.80 (primarily property tax and user fee revenue)

May 2021 Expenses: \$163,653.99

Project expenses

10th and 11th street waterline replacement (retainer/ final payment)

- Raminha Construction \$21,093.24

CALOES power resiliency generator project (\$21,596.29 of \$230,000 / 9% / spent thru May)

- PRW Steel Supply \$1,473.99 bollards for propane tanks and generators
- Alameda Electric \$4,627.77 wire, boxes, and conduit for generators

Other projects

- Slo County Tax assessor \$3,500 for property purchase on Mission street
- Monsoon Consultants \$19,852.50 (Fire station, WWTF, Waterline replacement)

Legal Services

- WhiteBrenner LLP Legal Services \$26,237.80 **March** legal services
- WhiteBrenner LLP Legal Services \$25,636.25 **April** legal services
 - \$3,488 of April Legal services was for research into Quality of Life functions and creation of a new department to account for Board Goals funding.

Normal Operating expenses

- Ferguson Enterprises \$2,041.51 Replacement valves and fittings
- Fruit Growers Laboratories \$2,432.00 routing wate sample analysis
- Santa Maria Famcon \$3,670.37 Materials for sewer line repair and air vac repairs
- PG&E \$9,040.06 Facilities

Recommendation: Review and File the Enumeration for the Financial Reports for May 2021. This item is for information and discussion only.

PREPARED BY:

REVIEWED BY:

Kelly Dodds

Rob Roberson

Director of Utilities

Interim General Manager/Fire Chief

07/16/21
08:31:32

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 4/21

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6738	18945S	650 13 STARS MEDIA	63.20					
		Advertisement for MBR RFP						
1	6911	04/23/21 LEGAL ADD FOR MBR RFP	63.20			40 64000	587	10200
		Total for Vendor:	63.20					
6739	18946S	675 All Tech Services Inc	320.68					
		CALOES GENERATOR PURCHASE RESOLUTION 2021-10/ 11						
1	19-11569	04/26/21 CONCRETE GENERATOR PAD	320.68			50 65000	590	10200
6740	18946S	675 All Tech Services Inc	4,070.14					
		CALOES GENERATOR PURCHASE RESOLUTION 2021-10/ 11						
1	19-11568	04/26/21 13KW GENERATOR FOR TANK	4,070.14			50 65000	590	10200
		Total for Vendor:	4,390.82					
6697	18924S	576 APEX FIRE CONTROL	411.34					
5	3500	04/06/21 Fire Extg. Annual Maintenance	205.67			40 64000	351	10200
6	3500	04/06/21 Fire Extg. Annual Maintenance	205.67*			50 65000	351	10200
6719	18947S	576 APEX FIRE CONTROL	698.90					
1	3501	04/06/21 Annual Fire Extinguisher test	698.90*			20 62000	305	10200
		Total for Vendor:	1,110.24					
6698	18925S	672 Battery Systems	2.00					
1	03/31/21	Battery charge	2.00			50 65000	352	10200
		Total for Vendor:	2.00					
6689	18926S	340 C&N TRACTORS	17.77					
1	47880P	10/02/20 Combo Wrench	17.77			20 62000	457	10200
6690	18926S	340 C&N TRACTORS	353.28					
1	50461P	02/25/21 Chain saw chains	353.28			20 62000	457	10200
		Total for Vendor:	371.05					

07/16/21
08:31:33

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 4/21

Page: 2 of 15
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6967	E 416	CALPERS CalPers 457 Plan Contribution PPE 3/22/2021 4/4/2021	1,350.00					
1	16406639	04/09/21 CalPers 457 Plan	95.00			20 21860		10250
3	16406639	04/09/21 CalPers 457 Plan	27.00			30 21860		10250
4	16406639	04/09/21 CalPers 457 Plan	511.00			40 21860		10250
5	16406639	04/09/21 CalPers 457 Plan	683.00			50 21860		10250
6	16406639	04/09/21 CalPers 457 Plan	34.00			60 21860		10250
6968	E 416	CALPERS CalPers 457 Plan Contribution PPE 4/5/2021 4/18/2021	1,350.00					
1	16437032	04/23/21 CalPers 457 Plan	95.00			20 21860		10250
3	16437032	04/23/21 CalPers 457 Plan	27.00			30 21860		10250
4	16437032	04/23/21 CalPers 457 Plan	511.00			40 21860		10250
5	16437032	04/23/21 CalPers 457 Plan	683.00			50 21860		10250
6	16437032	04/23/21 CalPers 457 Plan	34.00			60 21860		10250
6976	E 416	CALPERS CalPers 26019 Retirement/PEPRA PPE 3/22/2021 4/4/2021 Payroll Check Date 04/12/2021	1,968.85					
1	16367839	04/12/21 CalPers 3100 Retirement	498.86			20 21851		10250
2	16367839	04/12/21 CalPers 3100 Retirement	22.75			30 21851		10250
3	16367839	04/12/21 CalPers 3100 Retirement	769.67			40 21851		10250
4	16367839	04/12/21 CalPers 3100 Retirement	654.40			50 21851		10250
5	16367839	04/12/21 CalPers 3100 Retirement	23.17			60 21851		10250
6977	E 416	CALPERS CalPers 3100 Retirement Classic Classic Plan PP 3/22/2021 04/04/2021 Check Date 04/12/21	1,587.79					
1	16367805	04/12/21 CalPers 3100 Retirement	0.00			20 21850		10250
2	16367805	04/12/21 CalPers 3100 Retirement	59.89			30 21850		10250
3	16367805	04/12/21 CalPers 3100 Retirement	525.99			40 21850		10250
4	16367805	04/12/21 CalPers 3100 Retirement	942.03			50 21850		10250
5	16367805	04/12/21 CalPers 3100 Retirement	59.88			60 21850		10250

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6978	E 416	CALPERS CalPers 3100 Retirement Classic Classic Plan PP 4/5/2021	1,567.27					
		04/18/2021 Check Date 04/26/21						
1	16367824	04/26/21 CalPers 3100 Retirement	0.00			20 21850		10250
2	16367824	04/26/21 CalPers 3100 Retirement	59.48			30 21850		10250
3	16367824	04/26/21 CalPers 3100 Retirement	522.72			40 21850		10250
4	16367824	04/26/21 CalPers 3100 Retirement	925.61			50 21850		10250
5	16367824	04/26/21 CalPers 3100 Retirement	59.46			60 21850		10250
6979	E 416	CALPERS CalPers 26019 Retirement/PEPRA PPE 4/5/2021	1,945.39					
		4/18/2021 Payroll Check Date 04/26/2021						
1	16367852	04/26/21 CalPers 3100 Retirement	498.86			20 21851		10250
2	16367852	04/26/21 CalPers 3100 Retirement	22.28			30 21851		10250
3	16367852	04/26/21 CalPers 3100 Retirement	750.91			40 21851		10250
4	16367852	04/26/21 CalPers 3100 Retirement	650.64			50 21851		10250
5	16367852	04/26/21 CalPers 3100 Retirement	22.70			60 21851		10250
6993	E 416	CALPERS CalPers 1800 Health Coverage month APRIL 2021	7,772.25					
1	16370643	03/15/21 CalPers 1800 Health	399.43			20 62000	205	10250
2	16370643	03/15/21 CalPers 1800 Health	0.00			20 62000	206	10250
3	16370643	03/15/21 CalPers 1800 Health	99.20			20 21810		10250
4	16370643	03/15/21 CalPers 1800 Health	96.70			30 63000	205	10250
5	16370643	03/15/21 CalPers 1800 Health	0.00			30 63000	206	10250
6	16370643	03/15/21 CalPers 1800 Health	12.30			30 21810		10250
7	16370643	03/15/21 CalPers 1800 Health	2,431.25			40 64000	205	10250
8	16370643	03/15/21 CalPers 1800 Health	109.42*			40 64000	206	10250
9	16370643	03/15/21 CalPers 1800 Health	517.82			40 21810		10250
10	16370643	03/15/21 CalPers 1800 Health	3,182.56			50 65000	205	10250
11	16370643	03/15/21 CalPers 1800 Health	109.42*			50 65000	206	10250
12	16370643	03/15/21 CalPers 1800 Health	705.18			50 21810		10250
13	16370643	03/15/21 CalPers 1800 Health	96.70			60 66000	205	10250
14	16370643	03/15/21 CalPers 1800 Health	0.00*			60 66000	206	10250
15	16370643	03/15/21 CalPers 1800 Health	12.27			60 21810		10250
Total for Vendor:			17,541.55					

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6728	18948S	67 CHARTER COMMUNICATIONS	314.94					
	Acct# 8245-10-105-0027311	Spectrum Business Internet/Voice						
	Service 04/11/21 ~ 05/10/21							
1	0041121	04/11/21 Internet/Voice	94.48*			20 62000	375	10200
2	041121	04/11/21 Internet/Voice	110.23*			40 64000	375	10200
3	041121	04/11/21 Internet/Voice	110.23			50 65000	375	10200
6744	18948S	67 CHARTER COMMUNICATIONS	134.97					
	Acct# 8245101050040553	1765 Bonita Treatment Plant						
	Service from 04/18/2021 ~ 05/17/2021							
1	11821	03/18/21 Internet/Voice	134.97*			40 64000	375	10200
		Total for Vendor:	449.91					
6718	18949S	199 CITY OF EL PASO DE ROBLES	222.29					
1	20210416	04/16/21 GSP 2nd annual share	222.29			50 65000	324	10200
		Total for Vendor:	222.29					
6730	18950S	583 COBLENTZ BIEHLE & CRAMER	300.00					
1	8215	04/10/21 Assist with bank rec / payroll	69.00			20 62000	325	10200
2	8215	04/10/21 Assist with bank rec / payroll	6.00			30 63000	325	10200
3	8215	04/10/21 Assist with bank rec / payroll	105.00			40 64000	325	10200
4	8215	04/10/21 Assist with bank rec / payroll	114.00			50 65000	325	10200
5	8215	04/10/21 Assist with bank rec / payroll	6.00			60 66000	325	10200
		Total for Vendor:	300.00					
6734	18951S	429 COUNTY OF SAN LUIS OBISPO - EH	288.50					
1	04/02/21	Cross Connection Reporting	288.50*			50 65000	362	10200
		Total for Vendor:	288.50					
6695	18927S	654 CULLIGAN WATER	8.67					
	Water Delivery							
1	03/31/21	Water Delivery	2.16			30 63000	305	10200
2	03/31/21	Water Delivery	2.17			40 64000	305	10200
3	03/31/21	Water Delivery	2.17			50 65000	305	10200

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4	03/31/21	Water Delivery	2.17			60 66000	305	10200
		Total for Vendor:	8.67					
6741	18952S	105 FAILSAFE TESTING	345.20					
1	11564	04/20/21 ANNUAL LADDER TESTING	345.20			20 62000	351	10200
		Total for Vendor:	345.20					
6696	18928S	109 FERGUSON ENTERPRISES	3,657.23					
1	b654756	04/05/21 Locator and transmitter	731.45*			30 63000	490	10200
2	b654756	04/05/21 Locator and transmitter	1,462.89			40 64000	490	10200
3	b654756	04/05/21 Locator and transmitter	1,462.89			50 65000	490	10200
		Total for Vendor:	3,657.23					
6681	18929S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	180650A	03/30/21 Metals Total As	67.00			50 65000	358	10200
6682	18929S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	180742A	03/30/02 Metals Total As	67.00			50 65000	358	10200
6684	18929S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	180821A	03/30/21 Metals Total As	67.00			50 65000	358	10200
6714	18953S	112 FGL - ENVIRONMENTAL ANALYTICAL	225.00					
1	180875A	04/15/21 Coliform	225.00*			50 65000	359	10200
6715	18953S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	180883A	04/12/21 Metals Total As	67.00			50 65000	358	10200
6716	18953S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	180971A	04/12/21 Metals Total As	67.00			50 65000	358	10200
		Total for Vendor:	560.00					
6693	18930S	308 FRONTIER COMMUNICATIONS	71.04					
		Acct #805-467-2015-051216-5						
		Service from 4/1/21 ~ 4/31/21						
SCADA								
1	4/21	04/01/21 Alarm/SCADA	35.52			40 64000	310	10200

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2	4/21 04/01/21	Alarm/SCADA	35.52			50 65000	310	10200
Total for Vendor:			71.04					
6742 A0702	18954S 125	GREAT WESTERN ALARM	75.60					
Service Period: 5/01/21 ~ 5/31/21								
Inv 210402242101								
1	05/01/21	Answering Service	37.80*			40 64000	380	10200
2	05/01/21	Answering Service	37.80*			50 65000	380	10200
6743 GW-661	18954S 125	GREAT WESTERN ALARM	32.00					
Service Period: 05/1/21 ~ 05/31/21								
inv 210400545101								
1	05/01/21	Alarm Monitoring	16.00*			40 64000	380	10200
2	05/01/21	Alarm Monitoring	16.00*			50 65000	380	10200
Total for Vendor:			107.60					
6683	18931S 147	JB DEWAR	1,019.18					
1	154307 03/25/21	Clear Diesel	466.38			20 62000	485	10200
2	154307 03/25/21	Clear Diesel	276.40*			40 64000	485	10200
3	154307 03/25/21	Clear Diesel	276.40			50 65000	485	10200
Total for Vendor:			1,019.18					
6694 Hydrant paint	18932S 633	KELLY-MOORE PAINTS	71.76					
1	111509 04/05/21	Paint for HYDRANTS	71.76			50 65000	353	10200
Total for Vendor:			71.76					
6692	18933S 510	LOCAL IT EXPERTS	979.00					
Managed IT Services, Setup of profile								
1	292 04/07/21	Profile setup	4.45			30 63000	334	10200
2	292 04/07/21	Profile setup	40.05			40 64000	334	10200
3	292 04/07/21	Profile setup	40.05			50 65000	334	10200
4	292 04/07/21	Profile setup	4.45			60 66000	334	10200
5	292 04/07/21	IT Service	204.70*			20 62000	334	10200
6	292 04/07/21	IT Service	17.80			30 63000	334	10200

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7	292 04/07/21	IT Service	311.50			40 64000	334	10200
8	292 04/07/21	IT Service	338.20			50 65000	334	10200
9	292 04/07/21	IT Service	17.80			60 66000	334	10200
Total for Vendor:			979.00					
6691	18934S	646 MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman, Paslay	50.17					
1	514390848 03/17/21	Employee Uniforms	1.00			30 63000	495	10200
2	514390848 03/17/21	Employee Uniforms	24.08			40 64000	495	10200
3	514390848 03/17/21	Employee Uniforms	24.09			50 65000	495	10200
4	514390848 03/17/21	Employee Uniforms	1.00			60 66000	495	10200
6731	18955S	646 MISSION UNIFORM SUPPLY Uniforms; Dodds, Sobotka, Pittman, Paslay	50.17					
1	514562853 04/14/21	Employee Uniforms	1.00			30 63000	495	10200
2	514562853 04/14/21	Employee Uniforms	24.08			40 64000	495	10200
3	514562853 04/14/21	Employee Uniforms	24.09			50 65000	495	10200
4	514562853 04/14/21	Employee Uniforms	1.00			60 66000	495	10200
Total for Vendor:			100.34					
6699	18935S	559 MONSOON VENTURES, INC.	435.00					
1	2698 03/29/21	BOARD AND COMMITTEE MTG	217.50			40 64000	326	10200
2	2698 03/29/21	BOARD AND COMMITTEE MTG	217.50*			50 65000	326	10200
6700	18935S	559 MONSOON VENTURES, INC.	1,885.00					
1	2703 04/02/21	10TH AND 11TH ST WATERLINE	1,885.00*			50 65000	500	10200
6701	18935S	559 MONSOON VENTURES, INC.	605.00					
1	2696 03/29/21	WWTF CON DOCS	605.00			40 64000	587	10200
6702	18935S	559 MONSOON VENTURES, INC.	870.00					
1	2699 03/29/21	GSP / GSA	870.00			50 65000	324	10200
6703	18935S	559 MONSOON VENTURES, INC.	145.00					
1	2697 03/29/21	WWTF PER	145.00			40 64000	587	10200

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6704	18935S	559 MONSOON VENTURES, INC.	725.00					
1	2695	03/29/21 WWTF MANAGEMENT SVCS	725.00			40 64000	587	10200
		Total for Vendor:	4,665.00					
6729	18956S	17 N REX AWALT CORPORATION	6.11					
1	19798	04/19/21 Ball valve	6.11			50 65000	353	10200
		Total for Vendor:	6.11					
6707	18936S	636 OFFICE1	77.45					
		Maintenance Contract #CBM6913-02						
		Samsung/X4250LX						
		Acct No. 013014						
1	AR665665	04/06/21 Maint Contract 4/1/21~4/31/2	25.81*			20 62000	334	10200
2	AR665665	04/06/21 Maint Contract 4/1/21~4/31/2	25.82			40 64000	334	10200
3	AR665665	04/06/21 Maint Contract 4/1/21~4/31/2	25.82			50 65000	334	10200
		Total for Vendor:	77.45					
6713	18957S	638 ONE BEAT CPR	79.00					
1	76996-2	01/07/21 Large Defibrillator Cabinet	79.00			20 62000	450	10200
		Total for Vendor:	79.00					
6745	18958S	208 PG&E #6480-8	1,086.71					
		Acct #8565976480-8						
1		04/19/21 12th & K 8565976725	8.93*			30 63000	381	10200
2		04/19/21 Tract 2710 - 8562053214	69.46*			30 63000	381	10200
3		04/19/21 Tract 2710 - 8564394360	30.23*			30 63000	381	10200
4		04/19/21 Tract 2710 - 8560673934	75.57*			30 63000	381	10200
5		04/19/21 Mission Heights - 8565976482	164.49*			30 63000	381	10200
6		04/19/21 Tract 2605 - 8565976109	35.25*			30 63000	381	10200
7		04/19/21 9898 River Rd. - 8565976002	327.68*			30 63000	381	10200
8		04/19/21 9898 River Rd. - 8565976004	42.24*			30 63000	381	10200
9		04/19/21 9898 River Rd. - 8565976008	199.43*			30 63000	381	10200
10		04/19/21 9898 River Rd. - 8565976014	67.16*			30 63000	381	10200
11		04/19/21 9898 River Rd. - 8565976481	47.08*			30 63000	381	10200
12		04/19/21 9898 River Rd. - 8565976483	19.19*			30 63000	381	10200
		Total for Vendor:	1,086.71					

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6746	18959S	209 PG&E #6851-8	9,676.65					
Acct #3675186851-8								
1	04/20/21	Old Fire Station / 1297 L St	26.84			20 62000	381	10200
2	04/20/21	New Fire Station 1150 Mission	10.51			20 62000	381	10200
3	04/20/21	Water Works #1 / Well 3	721.24			50 65000	381	10200
4	04/20/21	Bonita Pl & 16th / Well 4	2,386.46			50 65000	381	10200
5	04/20/21	N St / WWTP	6,127.93			40 64000	381	10200
6	04/20/21	2HP Booster Station	18.90			50 65000	381	10200
7	04/20/21	Mission Heights Booster	10.51			50 65000	381	10200
8	04/20/21	14th St. & K St.	53.82			50 65000	381	10200
9	04/20/21	942 Soka Way lift station	126.05			40 64000	381	10200
10	04/20/21	Missn & 12th Lanscape~St light	105.87*			30 63000	381	10200
11	04/20/21	SLT Well	88.52			50 65000	381	10200
Total for Vendor:			9,676.65					
6687	18937S	665 RAMINHA CONSTRUCTION, INC	95,293.54					
Resolution 2020-38 10th and 11th water main improvement								
1	#3 02/28/21	water main improvement	95,293.54*			50 65000	500	10200
Total for Vendor:			95,293.54					
6710	18960S	450 SAN LUIS OBISPO COUNTY	2,500.00					
Waterline replacement 10th street to San Luis Obispo Mission Alley Engineering Deposit								
1		Engineering Deposit	2,500.00*			50 65000	500	10200
Total for Vendor:			2,500.00					
6686	18938S	595 SAN LUIS OBISPO COUNTY EMS	62.00					
EMT RECERT MATTHEW ROBERSON								
1	560 04/01/21	EMT RECERT	62.00			20 62000	715	10200
Total for Vendor:			62.00					
6732	18961S	440 SAN LUIS OBISPO COUNTY FIRE	636.54					
Elite EMS Saas Image Trend								
1	1485 10/14/20	Elite EMS Saas Image Trend	636.54*			20 62000	385	10200
Total for Vendor:			636.54					

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6720	18962S	481 SAN MIGUEL COMMUNITY SERVICES 1199 Mission Irrigation Meter Acct#01004-00	22.45					
04-15-21								
1	04/15/21	1150 Mission 01004-00	11.23			40 64000	384	10200
2	04/15/21	1150 Mission 01004-00	11.22			50 65000	384	10200
6721	18962S	481 SAN MIGUEL COMMUNITY SERVICES 1203 Mission Irrigation Meter Acct#20547-00	319.56					
04-15-21								
1	04/15/21	1203 Mission Irrig 20547-00	319.56			30 63000	384	10200
6722	18962S	481 SAN MIGUEL COMMUNITY SERVICES 942 Soka Way Acct#20840-00	50.03					
04-15-21								
1	04/15/21	942 Soka Way #20840-00	50.03			40 64000	384	10200
6723	18962S	481 SAN MIGUEL COMMUNITY SERVICES 1199 Mission Irrigation Meter Acct#27476-00	92.24					
04-15-21								
1	04/15/21	1199 Mission Irrig 27476-00	92.24			30 63000	384	10200
6724	18962S	481 SAN MIGUEL COMMUNITY SERVICES 1765 Bonita Acct#27475-00	8.98					
04-15-21								
1	04/15/21	1765 Bonita 27475-00	8.98			40 64000	384	10200
Total for Vendor:			493.26					
6685	18939S	238 SAN MIGUEL GARBAGE Account # 318694 Service 04/01/21 ~ 4/31/21	103.98					
1	4-2021	04/01/21 Trash Disposal	51.99			40 64000	383	10200

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2	4-2021 04/01/21	Trash Disposal	51.99			50 65000	383	10200
		Total for Vendor:	103.98					
6705	18940S 673	SCOTT KELLER	4,800.00					
		ANNUAL LEASE PAYMENT FOR APN 021-221-014/015/016/018						
1	2021 04/08/21	ANNUAL LEASE PAYMENT	4,800.00*			20 62000	352	10200
		Total for Vendor:	4,800.00					
6709	4121S 247	SDRMA	1,029.94					
		Employee Dental & Vision Insurance						
		Coverage Month: May 2021						
1	35140 04/09/21	Dental	49.02			20 21811		10250
2	35140 04/09/21	Dental	15.24			30 21811		10250
3	35140 04/09/21	Dental	402.76			40 21811		10250
4	35140 04/09/21	Dental	422.02			50 21811		10250
5	35140 04/09/21	Dental	16.08			60 21811		10250
6	35140 04/09/21	Vision	7.25			20 21812		10250
7	35140 04/09/21	Vision	2.08			30 21812		10250
8	35140 04/09/21	Vision	45.16			40 21812		10250
9	35140 04/09/21	Vision	68.12			50 21812		10250
10	35140 04/09/21	Vision	2.21			60 21812		10250
		Total for Vendor:	1,029.94					
6711	18963S 657	SOUTHERN CALIFORNIA GAS COMPANY	4,043.77					
		Natural Gas line extension for SLT Well part of CAL OES grant						
1	248042-1 04/23/21	Gas Line Extension	4,043.77			50 65000	590	10200
6712	18963S 657	SOUTHERN CALIFORNIA GAS COMPANY	3,856.60					
		Natural Gas line extension for Well 3 part of CAL OES grant						
1	248034-1 04/23/21	Gas Line Extension	3,856.60			50 65000	590	10200
		Total for Vendor:	7,900.37					
6680	18941S 534	STREAMLINE	200.00					
		Web Page Hosting						
		Service for April May 2021						
DA029807-0005								
1	04/01 04/01/21	Web Page Monthly Fee	46.00			20 62000	376	10200

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2	04/01	04/01/21 Web Page Monthly Fee	4.00			30 63000	376	10200
3	04/01	04/01/21 Web Page Monthly Fee	70.00			40 64000	376	10200
4	04/01	04/01/21 Web Page Monthly Fee	76.00			50 65000	376	10200
5	04/01	04/01/21 Web Page Monthly Fee	4.00			60 66000	376	10200
Total for Vendor:			200.00					
6678	18942S	664 UNITED STAFFING ASSOCIATES, LLC Transcriptionist 3-25-21 meeting	191.25					
2	177842	03/31/21 Transcriptionist	43.99*			20 62000	330	10200
3	177842	03/31/21 Transcriptionist	3.82			30 63000	330	10200
4	177842	03/31/21 Transcriptionist	66.94			40 64000	330	10200
5	177842	03/31/21 Transcriptionist	72.68			50 65000	330	10200
6	177842	03/31/21 Transcriptionist	3.82*			60 66000	330	10200
6733	18964S	664 UNITED STAFFING ASSOCIATES, LLC Transcriptionist 3-25-21 meeting	133.88					
2	178155	04/07/21 Transcriptionist	30.80*			20 62000	330	10200
3	178155	04/07/21 Transcriptionist	2.68			30 63000	330	10200
4	178155	04/07/21 Transcriptionist	46.85			40 64000	330	10200
5	178155	04/07/21 Transcriptionist	50.87			50 65000	330	10200
6	178155	04/07/21 Transcriptionist	2.68*			60 66000	330	10200
6737	18964S	664 UNITED STAFFING ASSOCIATES, LLC Transcriptionist 3-25-21 meeting	344.25					
2	178969	04/21/21 Transcriptionist	79.18*			20 62000	330	10200
3	178969	04/21/21 Transcriptionist	6.88			30 63000	330	10200
4	178969	04/21/21 Transcriptionist	120.49			40 64000	330	10200
5	178969	04/21/21 Transcriptionist	130.82			50 65000	330	10200
6	178969	04/21/21 Transcriptionist	6.88*			60 66000	330	10200
Total for Vendor:			669.38					
6725	18965S	298 UNIVAR USA INC	1,398.31					
1	49081816	04/12/21 Chlorine Well 4	1,398.31			50 65000	482	10200

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Claim Details
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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6726	18965S	298 UNIVAR USA INC	812.70					
1	49081817	04/12/21 Chlorine SLT Well	812.70*			50 65000	483	10200
6727	18965S	298 UNIVAR USA INC	690.99					
1	49081815	04/12/21 Chlorine Well 3	690.99			50 65000	481	10200
		Total for Vendor:	2,902.00					
6708	18943S	327 VALLI INFORMATION SYSTEMS	75.00					
1	64738	03/31/21 OTC MONTHLY MAINT	37.50			40 64000	305	10200
2	64738	03/31/21 OTC MONTHLY MAINT	37.50			50 65000	305	10200
6736	18966S	327 VALLI INFORMATION SYSTEMS	721.61					
		Web Posting service and Postage for April						
1	64978	04/16/21 Web Posting, Postage	168.82			40 64000	315	10200
2	64978	04/16/21 Web Posting, Postage	168.82			50 65000	315	10200
3	64978	04/16/21 Printed insert ~ Recycle	169.13			60 66000	320	10200
4	64978	04/16/21 Printing	107.42			40 64000	320	10200
5	64978	04/16/21 Printing	107.42			50 65000	320	10200
		Total for Vendor:	796.61					
6717	18967S	511 VERIZON	90.16					
		Laptop 805-423-7591,805-591-9233,805-591-9352						
		Laptop 805-369-9703						
		03/09/21 ~ 04/08/21						
1	9877180343	04/08/21 Tablets	20.05			20 62000	310	10200
2	9877180343	04/08/21 Tablets	35.06			40 64000	310	10200
3	9877180343	04/08/21 Tablets	35.05			50 65000	310	10200
		Total for Vendor:	90.16					
6679	18944S	612 WEX BANK	869.29					
1	70635414	03/07/21 Fuel 8600	0.00			20 62000	485	10200
2	70635414	03/07/21 Fuel 8601	128.04			20 62000	485	10200
3	70635414	03/07/21 Fuel 8632	100.01*			40 64000	485	10200
4	70635414	03/07/21 Fuel 8632	100.02			50 65000	485	10200
5	70635414	03/07/21 Fuel 8636	86.22*			40 64000	485	10200
6	70635414	03/07/21 Fuel 8636	86.22			50 65000	485	10200

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Claim Details
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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7	70635414	03/07/21 Fuel 8630	368.78			20 62000	485	10200
		Total for Vendor:	869.29					
6735	18968S	674 Wilber Construction	1,537.00					
1	50750	04/21/21 Patch paving	1,537.00			50 65000	353	10200
		Total for Vendor:	1,537.00					
		# of Claims	74	Total:	167,134.57			
		Total Electronic Claims		17,541.55				
		Total Non-Electronic Claims		149593.02				

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Fund Summary for Claims
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Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$8,607.25
10250 Pac Premier - Payroll	\$1,742.62
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$2,385.62
10250 Pac Premier - Payroll	\$344.72
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$11,783.40
10250 Pac Premier - Payroll	\$7,097.70
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$125,567.88
10250 Pac Premier - Payroll	\$9,025.98
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$218.93
10250 Pac Premier - Payroll	\$360.47
Total:	\$167,134.57

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6765	18969S	650 13 STARS MEDIA	120.12					
		Budget Publication						
1	6991 05/10/21	Budget publication	27.63			20 62000	393	10200
2	6991 05/10/21	Budget publication	2.40			30 63000	393	10200
3	6991 05/10/21	Budget publication	42.04			40 64000	393	10200
4	6991 05/10/21	Budget publication	45.65			50 65000	393	10200
5	6991 05/10/21	Budget publication	2.40			60 66000	393	10200
6825	18995S	650 13 STARS MEDIA	101.75					
1	7020 05/14/21	Weed abatement notice	101.75			20 62000	393	10200
		Total for Vendor:	221.87					
6761	18970S	671 Alameda Electrical Distributors	3,738.89					
1	5058888.0 05/07/21	GenMaterial Resolution 2021	3,738.89			50 65000	590	10200
6805	18996S	671 Alameda Electrical Distributors	298.74					
1	5067569.01 05/13/21	CONDUIT FOR GENERATOR INST	298.74			50 65000	590	10200
6806	18996S	671 Alameda Electrical Distributors	358.50					
1	505888.003 05/12/21	CONDUIT FOR GENERATOR INST	358.50			50 65000	590	10200
6808	18996S	671 Alameda Electrical Distributors	231.64					
1	505888.002 05/12/21	CONDUIT FOR GENERATOR INST	231.64			50 65000	590	10200
		Total for Vendor:	4,627.77					
6780	18971S	622 BALDWIN ELECTRIC SERVICE	249.36					
1	308 04/25/21	Street light wiring	249.36			30 63000	353	10200
6822	18997S	622 BALDWIN ELECTRIC SERVICE	843.19					
		CALOES Generator Grant						
1	317 05/16/21	Generator connection for tank	843.19			50 65000	590	10200
		Total for Vendor:	1,092.55					

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 5/21

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6770	18972S	573 BURT INDUSTRIAL SUPPLY	217.01					
1	90906	04/26/21 Piping materials	217.01			50 65000	353	10200
6788	18998S	573 BURT INDUSTRIAL SUPPLY	14.66					
1	91358	05/05/21 Caution tape, cap	14.66			50 65000	353	10200
		Total for Vendor:	231.67					
6760	18973S	420 CALIFORNIA RURAL WATER	643.00					
1		04/27/21 2021-22 membership	321.50			40 64000	385	10200
2		04/28/21 2021-22 membership	321.50			50 65000	385	10200
		Total for Vendor:	643.00					
6969	E	416 CALPERS	1,350.00					
		CalPers 457 Plan Contribution						
		PPE 4/19/2021 5/2/2021						
1	16437031	05/07/21 CalPers 457 Plan	95.00			20 21860		10250
3	16437031	05/07/21 CalPers 457 Plan	27.00			30 21860		10250
4	16437031	05/07/21 CalPers 457 Plan	511.00			40 21860		10250
5	16437031	05/07/21 CalPers 457 Plan	683.00			50 21860		10250
6	16437031	05/07/21 CalPers 457 Plan	34.00			60 21860		10250
6970	E	416 CALPERS	1,350.00					
		CalPers 457 Plan Contribution						
		PPE 5/3/2021 5/16/2021						
1	16437033	05/21/21 CalPers 457 Plan	95.00			20 21860		10250
3	16437033	05/21/21 CalPers 457 Plan	27.00			30 21860		10250
4	16437033	05/21/21 CalPers 457 Plan	511.00			40 21860		10250
5	16437033	05/21/21 CalPers 457 Plan	683.00			50 21860		10250
6	16437033	05/21/21 CalPers 457 Plan	34.00			60 21860		10250
6971	E	416 CALPERS	1,250.00					
		CalPers 457 Plan Contribution						
		PPE 5/17/2021 5/30/2021						
1	16448704	06/04/21 CalPers 457 Plan	90.00			20 21860		10250
3	16448704	06/04/21 CalPers 457 Plan	25.00			30 21860		10250
4	16448704	06/04/21 CalPers 457 Plan	471.00			40 21860		10250

* ... Over spent expenditure

Claim/ Line #	Check #	Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5	16448704	06/04/21	CalPers 457 Plan	631.00			50 21860		10250
6	16448704	06/04/21	CalPers 457 Plan	33.00			60 21860		10250
6980	E	416	CALPERS	1,598.24					
CalPers 3100 Retirement Classic									
Classic Plan PP 4/19/2021 05/2/2021 Check Date 05/10/21									
1	16401001	05/10/21	CalPers 3100 Retirement	0.00			20 21850		10250
2	16401001	05/10/21	CalPers 3100 Retirement	60.10			30 21850		10250
3	16401001	05/10/21	CalPers 3100 Retirement	527.67			40 21850		10250
4	16401001	05/10/21	CalPers 3100 Retirement	950.39			50 21850		10250
5	16401001	05/10/21	CalPers 3100 Retirement	60.08			60 21850		10250
6981	E	416	CALPERS	1,968.37					
CalPers 26019 Retirement/PEPRA									
PPE 4/19/2021 5/2/2021 Payroll Check Date 05/10/2021									
1	16401035	05/10/21	CalPers 3100 Retirement	498.73			20 21851		10250
2	16401035	05/10/21	CalPers 3100 Retirement	22.86			30 21851		10250
3	16401035	05/10/21	CalPers 3100 Retirement	771.68			40 21851		10250
4	16401035	05/10/21	CalPers 3100 Retirement	651.80			50 21851		10250
5	16401035	05/10/21	CalPers 3100 Retirement	23.30			60 21851		10250
6982	E	416	CALPERS	1,598.24					
CalPers 3100 Retirement Classic									
Classic Plan PP 5/3/2021 05/16/2021 Check Date 05/24/21									
1	16401013	05/24/21	CalPers 3100 Retirement	0.00			20 21850		10250
2	16401013	05/24/21	CalPers 3100 Retirement	60.10			30 21850		10250
3	16401013	05/24/21	CalPers 3100 Retirement	527.67			40 21850		10250
4	16401013	05/24/21	CalPers 3100 Retirement	950.39			50 21850		10250
5	16401013	05/24/21	CalPers 3100 Retirement	60.08			60 21850		10250
6983	E	416	CALPERS	1,945.33					
CalPers 26019 Retirement/PEPRA									
PPE 5/3/2021 5/16/2021 Payroll Check Date 05/24/2021									
1	16401048	05/24/21	CalPers 3100 Retirement	498.48			20 21851		10250
2	16401048	05/24/21	CalPers 3100 Retirement	22.64			30 21851		10250
3	16401048	05/24/21	CalPers 3100 Retirement	756.77			40 21851		10250
4	16401048	05/24/21	CalPers 3100 Retirement	644.36			50 21851		10250

* ... Over spent expenditure

Claim/ Line #	Check #	Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5	16401048	05/24/21	CalPers 3100 Retirement	23.08			60 21851		10250
6994	E	416	CALPERS CalPers 1800 Health Coverage month MAY 2021	6,816.13					
1	16404598	04/14/21	CalPers 1800 Health	399.11			20 62000	205	10250
2	16404598	04/14/21	CalPers 1800 Health	0.00			20 62000	206	10250
3	16404598	04/14/21	CalPers 1800 Health	99.20			20 21810		10250
4	16404598	04/14/21	CalPers 1800 Health	96.65			30 63000	205	10250
5	16404598	04/14/21	CalPers 1800 Health	0.00			30 63000	206	10250
6	16404598	04/14/21	CalPers 1800 Health	12.30			30 21810		10250
7	16404598	04/14/21	CalPers 1800 Health	2,048.92			40 64000	205	10250
8	16404598	04/14/21	CalPers 1800 Health	109.42*			40 64000	206	10250
9	16404598	04/14/21	CalPers 1800 Health	422.44			40 21810		10250
10	16404598	04/14/21	CalPers 1800 Health	2,799.96			50 65000	205	10250
11	16404598	04/14/21	CalPers 1800 Health	109.42*			50 65000	206	10250
12	16404598	04/14/21	CalPers 1800 Health	609.80			50 21810		10250
13	16404598	04/14/21	CalPers 1800 Health	96.65			60 66000	205	10250
14	16404598	04/14/21	CalPers 1800 Health	0.00*			60 66000	206	10250
15	16404598	04/14/21	CalPers 1800 Health	12.26			60 21810		10250
Total for Vendor:				17,876.31					
6821	18999S	67	CHARTER COMMUNICATIONS	324.94					
Acct# 8245-10-105-0027311 Spectrum Business Internet/Voice									
Service 04/11/21 ~ 05/10/21									
1	051121	05/11/21	Internet/Voice	97.48*			20 62000	375	10200
2	051121	05/11/21	Internet/Voice	113.73*			40 64000	375	10200
3	051121	05/11/21	Internet/Voice	113.73			50 65000	375	10200
6837	19022S	67	CHARTER COMMUNICATIONS	134.97					
Acct# 8245101050040553 1765 Bonita Treatment Plant									
Service from 05/18/2021 ~ 06/17/2021									
1	11821	05/26/21	Internet/Voice	134.97*			40 64000	375	10200
Total for Vendor:				459.91					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6828	19023S	473 CHURCHWELL WHITE LLP	26,237.80					
1	42082 05/21/21	General Legal services	2,796.14*			20 62000	327	10200
2	42082 05/21/21	General Legal services	177.14*			30 63000	327	10200
3	42082 05/21/21	General Legal services	3,188.52*			40 64000	327	10200
4	42082 05/21/21	General Legal services	4,637.06*			50 65000	327	10200
5	42082 05/21/21	General Legal services	177.14*			60 66000	327	10200
6	42083 05/21/21	Stinebeck Legal	1,568.70*			50 65000	327	10200
7	42084 05/21/21	Water Legal	27.10*			50 65000	327	10200
8	42085 05/21/21	WO Legal	1,271.40*			50 65000	327	10200
9	42086 05/21/21	HR legal	836.03*			20 62000	327	10200
10	42086 05/21/21	HR legal	72.70*			30 63000	327	10200
11	42086 05/21/21	HR legal	1,272.22*			40 64000	327	10200
12	42086 05/21/21	HR legal	1,381.26*			50 65000	327	10200
13	42086 05/21/21	HR legal	72.70*			60 66000	327	10200
14	42087 05/21/21	HR investigation	1,969.63*			20 62000	327	10200
15	42087 05/21/21	HR investigation	171.27*			30 63000	327	10200
16	42087 05/21/21	HR investigation	2,997.26*			40 64000	327	10200
17	42087 05/21/21	HR investigation	3,254.16*			50 65000	327	10200
18	42087 05/21/21	HR investigation	171.27*			60 66000	327	10200
19	42088 05/21/21	Public Record Request	43.14*			20 62000	327	10200
20	42088 05/21/21	Public Record Request	3.92*			30 63000	327	10200
21	42088 05/21/21	Public Record Request	70.60*			40 64000	327	10200
22	42088 05/21/21	Public Record Request	74.52*			50 65000	327	10200
23	42088 05/21/21	Public Record Request	3.92*			60 66000	327	10200
6857	19023S	473 CHURCHWELL WHITE LLP	25,636.25					
1	42285 05/27/21	General Legal services	2,401.48*			20 62000	327	10200
2	42285 05/27/21	General Legal services	169.42*			30 63000	327	10200
3	42285 05/27/21	General Legal services	3,872.64*			40 64000	327	10200
4	42285 05/27/21	General Legal services	5,867.75*			50 65000	327	10200
5	42285 05/27/21	General Legal services	169.42*			60 66000	327	10200
6	42286 05/27/21	Stinebeck Legal	487.80*			50 65000	327	10200
7		Water Legal	0.00*			50 65000	327	10200
8		WO Legal	0.00*			50 65000	327	10200
9	42287 05/27/04	HR legal	1,087.31*			20 62000	327	10200
10	42287 05/27/21	HR legal	94.55*			30 63000	327	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
11	42287	05/27/21 HR legal	1,654.61*			40 64000	327	10200
12	42287	05/27/21 HR legal	1,796.43*			50 65000	327	10200
13	42287	05/27/21 HR legal	94.55*			60 66000	327	10200
14	42288	05/27/21 HR investigation	1,826.27*			20 62000	327	10200
15	42288	05/27/21 HR investigation	158.80*			30 63000	327	10200
16	42288	05/27/21 HR investigation	2,779.11*			40 64000	327	10200
17	42288	05/27/21 HR investigation	3,017.31*			50 65000	327	10200
18	42288	05/27/21 HR investigation	158.80*			60 66000	327	10200
19		Public Record Request	0.00*			20 62000	327	10200
20		Public Record Request	0.00*			30 63000	327	10200
21		Public Record Request	0.00*			40 64000	327	10200
22		Public Record Request	0.00*			50 65000	327	10200
23		Public Record Request	0.00*			60 66000	327	10200
Total for Vendor:			51,874.05					
6826	19000S	199 CITY OF EL PASO DE ROBLES	14.88					
1	20210513	05/13/21 Paso Robles 2nd Annual Repor	14.88			50 65000	324	10200
Total for Vendor:			14.88					
6842	19025S	429 COUNTY OF SAN LUIS OBISPO - EH	171.40					
1	IN0132038	05/20/21 Cross Connection Admin Fee	171.40*			50 65000	362	10200
Total for Vendor:			171.40					
6831	19001S	252 COUNTY PUBLIC WORKS DEPARTMENT	1,384.00					
1	05/20/21	Encroachment permit	384.00			40 64000	582	10200
2	05/20/21	Damage Bond Deposit	1,000.00			40 64000	582	10200
Total for Vendor:			1,384.00					
6773	18974S	654 CULLIGAN WATER	27.42					
1	04/30/21	Water	13.71			40 64000	305	10200
2	04/30/21	Water	13.71			50 65000	305	10200
Total for Vendor:			27.42					
6824	19002S	660 DUDEK	637.50					
1	202102747	05/11/21 WWTF enviromental	637.50			40 64000	587	10200
Total for Vendor:			637.50					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6752	18975S	651 DUSTIN PITTMAN	163.13					
1	05/03/21	Boot allowance	81.57			40 64000	495	10200
2	05/03/21	Boot allowance	81.56			50 65000	495	10200
6779	18975S	651 DUSTIN PITTMAN	192.00					
1	05/04/21	CWEA membership	192.00			40 64000	385	10200
6787	19003S	651 DUSTIN PITTMAN	150.00					
DMV physical								
1	05/24/21	DMV Physical	75.00*			40 64000	121	10200
2	05/24/21	DMV Physical	75.00*			50 65000	121	10200
Total for Vendor:			505.13					
6757	18976S	109 FERGUSON ENTERPRISES	863.90					
1	9130166	04/19/21 repair clamps	863.90			50 65000	353	10200
6758	18976S	109 FERGUSON ENTERPRISES	78.83					
1	9130166-01	04/20/21 repair clamps	78.83			50 65000	353	10200
6803	19004S	109 FERGUSON ENTERPRISES	358.22					
1	9208570	05/10/21 4" CHECK VALVE AND FITTINGS	358.22			50 65000	353	10200
6804	19004S	109 FERGUSON ENTERPRISES	740.56					
HYDRANT VALVE REPAIR 815 16TH STREET								
1	9217165	05/11/21 6" VALVE AND FITTINGS	740.56			50 65000	520	10200
Total for Vendor:			2,041.51					
6747	18977S	112 FGL - ENVIRONMENTAL ANALYTICAL	125.00					
Coliform								
1	181025A	04/26/21 Coliform P/A	125.00*			50 65000	359	10200
6748	18977S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	181026A	04/27/21 Total Metals	67.00			50 65000	358	10200

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6749	18977S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	181134A	04/29/21 Total Metals	67.00			50 65000	358	10200
6750	18977S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	181202A	04/30/21 Total Metals	67.00			50 65000	358	10200
6791	19005S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	181283A	05/13/21 Total Metals As	67.00			50 65000	358	10200
6792	19005S	112 FGL - ENVIRONMENTAL ANALYTICAL	162.00					
1	181334A	05/14/21 Total Metals Na	81.00			50 65000	356	10200
2	181334A	05/14/21 Total Metals Na	81.00			50 65000	357	10200
6793	19005S	112 FGL - ENVIRONMENTAL ANALYTICAL	81.00					
1	181333A	05/14/21 Total Metals Na	81.00			50 65000	358	10200
6794	19005S	112 FGL - ENVIRONMENTAL ANALYTICAL	225.00					
1	181201A	05/18/21 Coliform P/A	225.00*			50 65000	359	10200
6795	19005S	112 FGL - ENVIRONMENTAL ANALYTICAL	205.00					
1	181332A	05/18/21 Metals Total B Na	205.00			40 64000	355	10200
6840	19028S	112 FGL - ENVIRONMENTAL ANALYTICAL	530.00					
1	181284A	05/25/21 Well 4 PFAS	530.00			50 65000	357	10200
6841	19028S	112 FGL - ENVIRONMENTAL ANALYTICAL	530.00					
1	181285A	05/25/21 Well 3 PFAS	530.00			50 65000	356	10200
6844	19028S	112 FGL - ENVIRONMENTAL ANALYTICAL	181.00					
1	181385A	05/27/21 Coliform MPN	60.33			50 65000	356	10200
2	181385A	05/27/21 Coliform MPN	60.33			50 65000	357	10200
3	181385A	05/27/21 Coliform MPN	60.34			50 65000	358	10200

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6847	19028S	112 FGL - ENVIRONMENTAL ANALYTICAL	125.00					
1	181388A	05/27/21 Coliform PA	125.00			50 65000	358	10200
		Total for Vendor:	2,432.00					
6759	18978S	308 FRONTIER COMMUNICATIONS	62.12					
		Acct #805-467-2818-010415-5						
		Service from 5/1/21 ~ 5/31/21						
		FS ALARM						
1	0422	04/22/21 FS Alarm	31.06			40 64000	310	10200
2	0422	04/22/21 FS Alarm	31.06			50 65000	310	10200
6767	18978S	308 FRONTIER COMMUNICATIONS	95.19					
		Acct #805-467-2015-051216-5						
		Service from 5/1/21 ~ 5/31/21						
		SCADA						
1	MAY 21	05/01/21 Alarm/SCADA	47.60			40 64000	310	10200
2	MAY 21	05/01/21 Alarm/SCADA	47.59			50 65000	310	10200
6846	19029S	308 FRONTIER COMMUNICATIONS	62.12					
		Acct #805-467-2818 010412-5						
		Service from 05/22/21 ~ 06/21/21						
		1150 Mission Street						
1	June	05/22/21 Building Alarm	20.71			40 64000	310	10200
2	June	05/22/21 Building Alarm	20.71			50 65000	310	10200
3	June	05/22/21 Building Alarm	20.70			20 62000	310	10200
		Total for Vendor:	219.43					
6782	18979S	348 GOLDING CONCRETE SAWING	350.00					
1	1595	05/11/21 Saw cutting well 4 gen install	350.00			50 65000	590	10200
		Total for Vendor:	350.00					
6838	19030S	125 GREAT WESTERN ALARM	75.60					
		A0702						
		Service Period: 6/01/21 ~ 6/31/21						
		Inv 210502242101						
1	06/01/21	Answering Service	37.80*			40 64000	380	10200

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2	06/01/21	Answering Service	37.80*			50 65000	380	10200
6839	19030S	125 GREAT WESTERN ALARM	32.00					
		GW-661						
		Service Period: 06/1/21 ~ 06/31/21						
		inv 210500545101						
1	06/01/21	Alarm Monitoring	16.00*			40 64000	380	10200
2	06/01/21	Alarm Monitoring	16.00*			50 65000	380	10200
		Total for Vendor:	107.60					
6775	18980S	676 HAAKER EQUIPMENT COMPANY	984.84					
1	C69984 04/30/21	SEWER JETTING TOOLS	984.84			40 64000	490	10200
		Total for Vendor:	984.84					
6845	19032S	147 JB DEWAR	785.74					
1	161302 05/27/21	Diesel Fuel 84 gallons	330.01			20 62000	485	10200
2	161302 05/27/21	Diesel Fuel 58 gallons	227.86*			40 64000	485	10200
3	161302 05/27/21	Diesel Fuel 58 gallons	227.87			50 65000	485	10200
		Total for Vendor:	785.74					
6836	19033S	633 KELLY-MOORE PAINTS	109.20					
1	113074 05/26/21	Hydrant paint	109.20			50 65000	353	10200
		Total for Vendor:	109.20					
6801	19006S	586 LEHR	43.46					
1	SI61339 05/20/21	Cables	43.46			20 62000	456	10200
		Total for Vendor:	43.46					
6754	18981S	510 LOCAL IT EXPERTS	1,068.00					
		Managed IT Services, lorex setup						
1	296 05/04/21	Lorex setup	59.33*			20 62000	334	10200
2	296 05/04/21	Lorex setup	59.34			40 64000	334	10200
3	296 05/04/21	Lorex setup	59.33			50 65000	334	10200
5	292 04/07/21	IT Service	204.70*			20 62000	334	10200
6	292 04/07/21	IT Service	17.80			30 63000	334	10200
7	292 04/07/21	IT Service	311.50			40 64000	334	10200
8	292 04/07/21	IT Service	338.20			50 65000	334	10200

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9	292 04/07/21	IT Service	17.80			60 66000	334	10200
		Total for Vendor:	1,068.00					
6777	18982S MID_CO	MID-COAST GEOTECHNICAL, INC.	250.00					
1	24064 05/03/21	Density testing report	250.00*			50 65000	500	10200
		Total for Vendor:	250.00					
6755	18983S 646	MISSION UNIFORM SUPPLY	42.90					
		Mat						
1	514638880 04/28/21	Mat	0.86			30 63000	305	10200
2	514638880 04/28/21	Mat	20.59			40 64000	495	10200
3	514638880 04/28/21	Mat	20.59			50 65000	495	10200
4	514638880 04/28/21	Mat	0.86			60 66000	495	10200
6756	18983S 646	MISSION UNIFORM SUPPLY	135.96					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	514649057 04/28/21	Employee Uniforms	1.00			30 63000	495	10200
2	514649057 04/28/21	Employee Uniforms	24.08			40 64000	495	10200
3	514649057 04/28/21	Employee Uniforms	24.09			50 65000	495	10200
4	514649057 04/28/21	Employee Uniforms	1.00			60 66000	495	10200
5	514649057 04/28/21	Cleaner	42.89			40 64000	305	10200
6	514649057 04/28/21	Cleaner	42.90			50 65000	305	10200
6778	18983S 646	MISSION UNIFORM SUPPLY	50.17					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	514691615 05/05/21	Employee Uniforms	1.00			30 63000	495	10200
2	514691615 05/05/21	Employee Uniforms	24.08			40 64000	495	10200
3	514691615 05/05/21	Employee Uniforms	24.09			50 65000	495	10200
4	514691615 05/05/21	Employee Uniforms	1.00			60 66000	495	10200
6783	19007S 646	MISSION UNIFORM SUPPLY	50.17					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	514780077 05/19/21	Employee Uniforms	1.00			30 63000	495	10200
2	514780077 05/19/21	Employee Uniforms	24.08			40 64000	495	10200
3	514780077 05/19/21	Employee Uniforms	24.09			50 65000	495	10200
4	514780077 05/19/21	Employee Uniforms	1.00			60 66000	495	10200

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6784	19007S	646 MISSION UNIFORM SUPPLY	50.17					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	514824776	05/26/21 Employee Uniforms	1.00			30 63000	495	10200
2	514824776	05/26/21 Employee Uniforms	24.08			40 64000	495	10200
3	514824776	05/26/21 Employee Uniforms	24.09			50 65000	495	10200
4	514824776	05/26/21 Employee Uniforms	1.00			60 66000	495	10200
6823	19007S	646 MISSION UNIFORM SUPPLY	50.17					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	514736422	05/12/21 Employee Uniforms	1.00			30 63000	495	10200
2	514736422	05/12/21 Employee Uniforms	24.08			40 64000	495	10200
3	514736422	05/12/21 Employee Uniforms	24.09			50 65000	495	10200
4	514736422	05/12/21 Employee Uniforms	1.00			60 66000	495	10200
		Total for Vendor:	379.54					
6829	19008S	679 Mission View Homes LLC	1,095.22					
1	05/26/21	13125 N Bluff Sewer Refund	1,095.22			40 20550		10200
		Total for Vendor:	1,095.22					
6810	19009S	559 MONSOON VENTURES, INC.	580.00					
1	2714	05/17/21 SMCSO BOARD MEETINGS	290.00			40 64000	326	10200
2	2714	05/17/21 SMCSO BOARD MEETINGS	290.00*			50 65000	326	10200
6811	19009S	559 MONSOON VENTURES, INC.	435.00					
1	2715	05/17/21 GSA/ GSP PBCC	435.00			50 65000	324	10200
6812	19009S	559 MONSOON VENTURES, INC.	1,540.00					
1	2716	05/17/21 10TH AND 11TH STREET WL	1,540.00*			50 65000	326	10200
6813	19009S	559 MONSOON VENTURES, INC.	942.50					
1	2717	05/17/21 WWTF PROJECT MANAGMENT SVC	942.50			40 64000	587	10200
6814	19009S	559 MONSOON VENTURES, INC.	7,050.00					
1	2718	05/17/21 WWTF PROJECT DESIGN	7,050.00			40 64000	587	10200

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6815	19009S	559 MONSOON VENTURES, INC.	7,410.00					
1	2719 05/17/21	WWTF PER	7,410.00			40 64000	587	10200
6816	19009S	559 MONSOON VENTURES, INC.	870.00					
1	2720 05/17/21	WWTF GRANT ADMIN	870.00			40 64000	587	10200
6817	19009S	559 MONSOON VENTURES, INC.	220.00					
1	2721 05/17/21	WWTF FISCAL SUSTAINABILITY PLA	220.00			40 64000	587	10200
6818	19009S	559 MONSOON VENTURES, INC.	145.00					
1	2722 05/17/21	CAMP ROBERT RESILIENCY INIT	72.50			40 64000	326	10200
2	2722 05/17/21	CAMP ROBERT RESILIENCY INIT	72.50*			50 65000	326	10200
6819	19009S	559 MONSOON VENTURES, INC.	1,820.00					
1	2723 05/17/21	SLT PRESSURE ZONE	1,820.00*			50 65000	326	10200
6820	19009S	559 MONSOON VENTURES, INC.	110.00					
1	2724 05/17/21	SMCSD PROJECT FILE ARCHIVE	55.00			40 64000	326	10200
2	2724 05/17/21	SMCSD PROJECT FILE ARCHIVE	55.00*			50 65000	326	10200
		Total for Vendor:	21,122.50					
6809	19010S	678 Monterey County Fire Prevention	25.00					
1	05/17/21	membership	25.00*			20 62000	385	10200
		Total for Vendor:	25.00					
6790	19011S	17 N REX AWALT CORPORATION	10.77					
1	19841 05/21/21	PVC COUPLING	10.77			50 65000	353	10200
		Total for Vendor:	10.77					
6766	18984S	636 OFFICE1	95.76					
		Maintenance Contract #CBM6913-02						
		Samsung/X4250LX						
Acct No.	013014							
1	AR677020 05/05/21	Maint Contract 5/1/21~5/31/2	31.92*			20 62000	334	10200
2	AR677020 05/05/21	Maint Contract 5/1/21~5/31/2	31.92			40 64000	334	10200
3	AR677020 05/05/21	Maint Contract 5/1/21~5/31/2	31.92			50 65000	334	10200
		Total for Vendor:	95.76					

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6849	19040S	209 PG&E #6851-8	9,040.06					
Acct #3675186851-8								
1	05/20/21	Old Fire Station / 1297 L St	24.28			20 62000	381	10200
2	05/20/21	New Fire Station 1150 Mission	9.53			20 62000	381	10200
3	05/20/21	Water Works #1 / Well 3	961.36			50 65000	381	10200
4	05/20/21	Bonita Pl & 16th / Well 4	2,210.70			50 65000	381	10200
5	05/20/21	N St / WWTP	5,463.87			40 64000	381	10200
6	05/20/21	2HP Booster Station	16.31			50 65000	381	10200
7	05/20/21	Mission Heights Booster	9.53			50 65000	381	10200
8	05/20/21	14th St. & K St.	53.15			50 65000	381	10200
9	05/20/21	942 Soka Way lift station	103.01			40 64000	381	10200
10	05/20/21	Missn & 12th Lanscape~St light	99.58*			30 63000	381	10200
11	05/20/21	SLT Well	88.74			50 65000	381	10200
Total for Vendor:			9,040.06					
6789	19012S	585 PRW Steel Supply	1,473.99					
1	387112	05/17/21 4" bollards for generators	1,473.99			50 65000	590	10200
Total for Vendor:			1,473.99					
6769	18985S	665 RAMINHA CONSTRUCTION, INC	21,093.42					
Resolution 2020-38 10th and 11th water main improvement								
1	#4	03/31/21 water main improvement	21,093.42*			50 65000	500	10200
Total for Vendor:			21,093.42					
6855	19041S	5 SAN LUIS OBISPO COUNTY AIR	625.00					
1	21339	06/01/21 610 12th Gen Permit	625.00			50 65000	590	10200
6856	19041S	5 SAN LUIS OBISPO COUNTY AIR	725.00					
1	21340	06/01/21 8687 Martinez Gen Permit	725.00			50 65000	590	10200
Total for Vendor:			1,350.00					
6796	19013S	609 SAN LUIS POWER HOUSE	580.00					
1	44858	05/19/21 Mission Garden LS Gen SVC	580.00			40 64000	349	10200

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6797	19013S	609 SAN LUIS POWER HOUSE	185.00					
1	44857	05/19/21 Fire Station Gen Testing	185.00*			20 62000	334	10200
6798	19013S	609 SAN LUIS POWER HOUSE	534.16					
1	44855	05/19/21 WWTP Gen SVC	534.16			40 64000	582	10200
6799	19013S	609 SAN LUIS POWER HOUSE	576.89					
1	44856	05/19/21 Well 3 Gen SVC	576.89			50 65000	353	10200
		Total for Vendor:	1,876.05					
6832	19014S	481 SAN MIGUEL COMMUNITY SERVICES	22.45					
1		05/15/21 1150 Mission street	11.23			50 65000	384	10200
2		05/15/21 1150 Mission street	11.22			40 64000	384	10200
6833	19014S	481 SAN MIGUEL COMMUNITY SERVICES	312.06					
1		05/15/21 1203 Mission	312.06			30 63000	384	10200
6834	19014S	481 SAN MIGUEL COMMUNITY SERVICES	50.03					
1		05/15/21 942 Soka	50.03			40 64000	384	10200
6835	19014S	481 SAN MIGUEL COMMUNITY SERVICES	92.24					
1		05/15/21 1199 Mission	92.24			30 63000	384	10200
		Total for Vendor:	476.78					
6772	18986S	238 SAN MIGUEL GARBAGE	103.98					
1		may 21 05/01/21 may charges	51.99			40 64000	383	10200
2		may 21 05/01/21 may charges	51.99			50 65000	383	10200
		Total for Vendor:	103.98					
6774	18987S	624 SANTA MARIA FAMCON PIPE SUPPLY	3,670.37					
1		02/08/21 249 10th street	231.93			40 64000	353	10200
2		03/01/21 249 10th street	10.73			40 64000	353	10200
3		03/04/21 Air valves and enclosures	3,427.71			50 65000	353	10200
		Total for Vendor:	3,670.37					

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6764	4122S	247 SDRMA Employee Dental & Vision Insurance Coverage Month: June 2021	761.34					
1	35354	05/10/21 Dental	49.02			20 21811		10250
2	35354	05/10/21 Dental	13.60			30 21811		10250
3	35354	05/10/21 Dental	289.46			40 21811		10250
4	35354	05/10/21 Dental	308.72			50 21811		10250
5	35354	05/10/21 Dental	14.44			60 21811		10250
6	35354	05/10/21 Vision	7.25			20 21812		10250
7	35354	05/10/21 Vision	1.81			30 21812		10250
8	35354	05/10/21 Vision	30.28			40 21812		10250
9	35354	05/10/21 Vision	44.80			50 21812		10250
10	35354	05/10/21 Vision	1.96			60 21812		10250
Total for Vendor:			761.34					
6843	19043S	437 SLOACTTC Assessment # 021-261-019 Tax sale #258	3,500.00					
1	06/02/21	APN 021-261-019 sale #258	805.00*			20 62000	305	10200
2	06/02/21	APN 021-261-019 sale #258	70.00			30 63000	305	10200
3	06/02/21	APN 021-261-019 sale #258	1,225.00			40 64000	305	10200
4	06/02/21	APN 021-261-019 sale #258	1,330.00			50 65000	305	10200
5	06/02/21	APN 021-261-019 sale #258	70.00			60 66000	305	10200
Total for Vendor:			3,500.00					
6830	19015S	680 SM 18 LLC 1 05/17/21 1166 Cortez Circle Water Ref	56.35			50 20550		10200
Total for Vendor:			56.35					
6751	18988S	534 STREAMLINE Web Page Hosting Service for May June 2021	200.00					
DA029807-0006								
1	05/01	05/01/21 Web Page Monthly Fee	46.00			20 62000	376	10200
2	05/01	05/01/21 Web Page Monthly Fee	4.00			30 63000	376	10200
3	05/01	05/01/21 Web Page Monthly Fee	70.00			40 64000	376	10200
4	05/01	05/01/21 Web Page Monthly Fee	76.00			50 65000	376	10200

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5	05/01	05/01/21 Web Page Monthly Fee	4.00			60		66000	376		10200
		Total for Vendor:	200.00								
6771	18989S	280 TEMPLETON UNIFORMS	243.46								
1	137394	05/04/21 Pants - Rojas	243.46*			20		62000	495		10200
		Total for Vendor:	243.46								
6786	19016S	677 Trevor Paslay	204.00								
		Reimbursement for CWEA membership									
1	05/24/21	Cwea membership	204.00			40		64000	385		10200
		Total for Vendor:	204.00								
6753	18990S	664 UNITED STAFFING ASSOCIATES, LLC	420.75								
		Transcriptionist 4-22-21 meeting									
2	179184	04/28/21 Transcriptionist	96.77*			20		62000	330		10200
3	179184	04/28/21 Transcriptionist	8.42			30		63000	330		10200
4	179184	04/28/21 Transcriptionist	147.27			40		64000	330		10200
5	179184	04/28/21 Transcriptionist	159.87			50		65000	330		10200
6	179184	04/28/21 Transcriptionist	8.42*			60		66000	330		10200
6776	18990S	664 UNITED STAFFING ASSOCIATES, LLC	191.25								
		Transcriptionist 3-25-21 meeting									
2	179891	05/05/21 Transcriptionist	43.99*			20		62000	330		10200
3	179891	05/05/21 Transcriptionist	3.83			30		63000	330		10200
4	179891	05/05/21 Transcriptionist	66.94			40		64000	330		10200
5	179891	05/05/21 Transcriptionist	72.66			50		65000	330		10200
6	179891	05/05/21 Transcriptionist	3.83*			60		66000	330		10200
6800	19017S	664 UNITED STAFFING ASSOCIATES, LLC	306.00								
		Transcriptionist 4-22-21 meeting									
2	180716	05/19/21 Transcriptionist	70.38*			20		62000	330		10200
3	180716	05/19/21 Transcriptionist	6.10			30		63000	330		10200
4	180716	05/19/21 Transcriptionist	107.14			40		64000	330		10200
5	180716	05/19/21 Transcriptionist	116.28			50		65000	330		10200
6	180716	05/19/21 Transcriptionist	6.10*			60		66000	330		10200

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6848	19046S	664 UNITED STAFFING ASSOCIATES, LLC Transcriptionist 4-22-21 meeting	66.94					
2	181188	05/26/21 Transcriptionist	15.40*			20 62000	330	10200
3	181188	05/26/21 Transcriptionist	1.34			30 63000	330	10200
4	181188	05/26/21 Transcriptionist	23.43			40 64000	330	10200
5	181188	05/26/21 Transcriptionist	25.43			50 65000	330	10200
6	181188	05/26/21 Transcriptionist	1.34*			60 66000	330	10200
Total for Vendor:			984.94					
6781	18991S	301 US BANK	5,546.03					
1	04/22/21	LOWES - MAINTENANCE	160.97			50 65000	353	10200
2	04/22/21	ADOBE MONTHLY KD	0.75*			30 63000	385	10200
3	04/22/21	ADOBE MONTHLY KD	6.75			40 64000	385	10200
4	04/22/21	ADOBE MONTHLY KD	6.74			50 65000	385	10200
5	04/22/21	ADOBE MONTHLY KD	0.75*			60 66000	385	10200
6	04/22/21	ECPR- BLS PACKAGE	321.75			20 62000	386	10200
7	04/22/21	ANTHONY TIRE 8600	900.03*			20 62000	354	10200
8	04/22/21	SUPPLY CASHE- IR HANDBOOKS	113.11			20 62000	457	10200
9	04/22/21	CDW- MDC	489.90			20 62000	456	10200
10	04/22/21	BARCODE GIANT-MOUNTING BRACKET	121.11			20 62000	456	10200
11	04/22/21	CDW - MOUNTING BRACKET	126.53			20 62000	456	10200
12	04/22/21	CDW - ROUTER	328.51			20 62000	456	10200
13	04/22/21	WESTERN JANITORIAL - CLEANERS	70.68*			20 62000	305	10200
14	04/22/21	CDW - MDC	403.55			20 62000	456	10200
16	04/22/21	NEWEGG - ROUTER	1,902.46			20 62000	456	10200
17	04/22/21	USPS - SLO COUNTY	1.20			50 65000	315	10200
18	04/22/21	USPS - SWB	1.80			40 64000	587	10200
19	04/22/21	USPS - STAMPS	55.15			40 64000	315	10200
20	04/22/21	USPS - STAMPS	55.15			50 65000	315	10200
21	04/22/21	ACE HARDWR- LANDSCAPING	288.59			30 63000	353	10200
22	04/22/21	VISTA PRINT - SY B. CARDS	42.89			20 62000	320	10200
23	04/22/21	ZOOM - BOARD MEETINGS	3.45*			20 62000	305	10200
24	04/22/21	ZOOM - BOARD MEETINGS	0.30			30 63000	305	10200
25	04/22/21	ZOOM - BOARD MEETINGS	5.25			40 64000	305	10200
26	04/22/21	ZOOM - BOARD MEETINGS	5.69			50 65000	305	10200
27	04/22/21	ZOOM - BOARD MEETINGS	0.30			60 66000	305	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
28	04/22/21	ADOBE - MONTHLY TP	3.45*			20 62000	334	10200
29	04/22/21	ADOBE - MONTHLY TP	0.30			30 63000	334	10200
30	04/22/21	ADOBE - MONTHLY TP	5.25			40 64000	334	10200
31	04/22/21	ADOBE - MONTHLY TP	5.69			50 65000	334	10200
32	04/22/21	ADOBE - MONTHLY TP	0.30			60 66000	334	10200
33	04/22/21	AMAZON - PAPER, OFFICE SUPPLY	58.84			40 64000	305	10200
34	04/22/21	AMAZON - PAPER, OFFICE SUPPLY	58.84			50 65000	305	10200
Total for Vendor:			5,546.03					
6763	18992S	327 VALLI INFORMATION SYSTEMS	75.00					
1	65290	04/30/21	37.50			40 64000	305	10200
2	65290	04/30/21	37.50			50 65000	305	10200
6785	19018S	327 VALLI INFORMATION SYSTEMS	360.00					
Credit card scanner								
1	65500	05/24/21 Credit card scanner	180.00			40 64000	305	10200
2	65500	05/24/21 Credit card scanner	180.00			50 65000	305	10200
Total for Vendor:			435.00					
6802	19019S	511 VERIZON	90.12					
Laptop 805-423-7591,805-591-9233,805-591-9352								
Laptop 805-369-9703								
04/09/21 ~ 05/08/21								
1	9879319224	05/17/21 Tablets	20.04			20 62000	310	10200
2	9879319224	05/17/21 Tablets	35.04			40 64000	310	10200
3	9879319224	05/17/21 Tablets	35.04			50 65000	310	10200
Total for Vendor:			90.12					
6768	18993S	612 WEX BANK	999.92					
1	71184389	04/07/21 Fuel 8600	77.42			20 62000	485	10200
2	71184389	04/07/21 Fuel 8601	181.14			20 62000	485	10200
3	71184389	04/07/21 Fuel 8632	114.44*			40 64000	485	10200
4	71184389	04/07/21 Fuel 8632	114.43			50 65000	485	10200
5	71184389	04/07/21 Fuel 8636	101.34*			40 64000	485	10200
6	71184389	04/07/21 Fuel 8636	101.34			50 65000	485	10200
7	71184389	04/07/21 Fuel 8630	275.34			20 62000	485	10200
8	71184389	04/07/21 Fuel 8634	17.23*			40 64000	485	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 5/21

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Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9	71184389	04/07/21 Fuel 8634	17.24			50 65000	485	10200
		Total for Vendor:	999.92					
6762	18994S	318 WILDHORSE PROPANE	660.15			50 65000	590	10200
1	0066668	05/10/21 Gen propane Resolution 2021-1	660.15					
		Total for Vendor:	660.15					
		# of Claims	112	Total:				163,653.99
		Total Electronic Claims						17,876.31
		Total Non-Electronic Claims						145777.68

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Fund Summary for Claims
For the Accounting Period: 5/21

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Report ID: AP110

Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$18,823.15
10250 Pac Premier - Payroll	\$1,831.79
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$2,010.73
10250 Pac Premier - Payroll	\$369.06
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$48,493.02
10250 Pac Premier - Payroll	\$6,977.31
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$74,720.54
10250 Pac Premier - Payroll	\$9,066.64
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$968.90
10250 Pac Premier - Payroll	\$392.85
Total:	\$163,653.99

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 %
40300	Fireworks Permit Fees	0.00	3,120.00	0.00	-3,120.00	** %
40310	Fireworks Refundable C/Up Bond	0.00	0.00	2,700.00	2,700.00	0 %
40410	Mutual Aid Fires ~ OES	0.00	47,246.47	0.00	-47,246.47	** %
40420	Ambulance Reimbursement	0.00	3,759.52	4,400.00	640.48	85 %
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	69,125.99	29,100.00	-40,025.99	238 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	93,622.89	422,397.75	417,997.00	-4,400.75	101 %
	Account Group Total:	93,622.89	422,397.75	417,997.00	-4,400.75	101 %
44000	Forestry & Fire Protection Reimbursement					
44000	Forestry & Fire Protection Reimbursement	0.00	19,031.10	0.00	-19,031.10	** %
	Account Group Total:	0.00	19,031.10	0.00	-19,031.10	** %
46000	Revenues & Interest					
46000	Revenues & Interest	84.13	967.42	0.00	-967.42	** %
46150	Miscellaneous Income	0.00	9,750.28	0.00	-9,750.28	** %
46151	Refund/Adjustments	0.00	1,815.51	0.00	-1,815.51	** %
46153	Plan Check Fees and Inspections	0.00	10,553.72	2,000.00	-8,553.72	528 %
	Account Group Total:	84.13	23,086.93	2,000.00	-21,086.93	*** %
	Fund Total:	93,707.02	533,641.77	449,097.00	-84,544.77	119 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	28,653.35	126,822.74	124,439.00	-2,383.74	102 %
	Account Group Total:	28,653.35	126,822.74	124,439.00	-2,383.74	102 %
46000	Revenues & Interest					
46000	Revenues & Interest	32.67	4,135.61	0.00	-4,135.61	** %
46100	Realized Earnings	0.00	-2,104.50	0.00	2,104.50	** %
46150	Miscellaneous Income	0.00	11,733.76	0.00	-11,733.76	** %
46151	Refund/Adjustments	0.00	24.48	0.00	-24.48	** %
	Account Group Total:	32.67	13,789.35	0.00	-13,789.35	** %
	Fund Total:	28,686.02	140,612.09	124,439.00	-16,173.09	113 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	0.00	330,704.00	0.00	-330,704.00	** %
40900	Wastewater Sales	90,530.89	990,823.13	954,125.00	-36,698.13	104 %
	Account Group Total:	90,530.89	1,321,527.13	954,125.00	-367,402.13	139 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	14,196.88	63,032.26	62,508.00	-524.26	101 %
	Account Group Total:	14,196.88	63,032.26	62,508.00	-524.26	101 %
46000	Revenues & Interest					
46000	Revenues & Interest	131.46	1,763.94	0.00	-1,763.94	** %
46006	IRWM Grants	0.00	8,561.77	0.00	-8,561.77	** %
46008	DWR Grants	0.00	96,974.00	250,000.00	153,026.00	39 %
46150	Miscellaneous Income	0.00	16,018.47	0.00	-16,018.47	** %
46151	Refund/Adjustments	0.00	2,208.50	0.00	-2,208.50	** %
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:	131.46	126,376.18	250,000.00	123,623.82	51 %
	Fund Total:	104,859.23	1,510,935.57	1,266,633.00	-244,302.57	119 %
50 WATER DEPARTMENT						
40000						
40440	CDBG Grant	0.00	164,387.50	0.00	-164,387.50	** %
	Account Group Total:	0.00	164,387.50	0.00	-164,387.50	** %
41000	Water Sales					
41000	Water Sales	82,504.21	853,962.42	895,101.00	41,138.58	95 %
41001	Water Connection Fees	0.00	332,852.00	0.00	-332,852.00	** %
41010	Water Meter Fees	0.00	12,150.00	0.00	-12,150.00	** %
	Account Group Total:	82,504.21	1,198,964.42	895,101.00	-303,863.42	134 %
46000	Revenues & Interest					
46000	Revenues & Interest	42.17	570.45	0.00	-570.45	** %
46115	CALOES Resiliency Grant	0.00	230,000.00	230,000.00	0.00	100 %
46150	Miscellaneous Income	5,000.00	12,504.57	0.00	-12,504.57	** %
46151	Refund/Adjustments	0.00	800.21	0.00	-800.21	** %
46152	Recycling	0.00	1,977.10	0.00	-1,977.10	** %
46155	Will Serve Processing Fees	0.00	2,700.00	0.00	-2,700.00	** %
	Account Group Total:	5,042.17	248,552.33	230,000.00	-18,552.33	108 %
	Fund Total:	87,546.38	1,611,904.25	1,125,101.00	-486,803.25	143 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
60 SOLID WASTE DEPARTMENT						
46000 Revenues & Interest						
46000	Revenues & Interest	8.33	105.17	0.00	-105.17	** %
46005	Franchise Fees	3,293.82	36,910.39	32,323.00	-4,587.39	114 %
46150	Miscellaneous Income	0.00	199.83	0.00	-199.83	** %
46151	Refund/Adjustments	0.00	17.77	0.00	-17.77	** %
	Account Group Total:	3,302.15	37,233.16	32,323.00	-4,910.16	115 %
	Fund Total:	3,302.15	37,233.16	32,323.00	-4,910.16	115 %
	Grand Total:	318,100.80	3,834,326.84	2,997,593.00	-836,733.84	128 %

Fund	Received			Revenue To Be Received	% Received
	Current Month	Received YTD	Estimated Revenue		
20 FIRE PROTECTION DEPARTMENT	93,707.02	533,641.77	449,097.00	-84,544.77	119 %
30 STREET LIGHTING DEPARTMENT	28,686.02	140,612.09	124,439.00	-16,173.09	113 %
40 WASTEWATER DEPARTMENT	104,859.23	1,510,935.57	1,266,633.00	-244,302.57	119 %
50 WATER DEPARTMENT	87,546.38	1,611,904.25	1,125,101.00	-486,803.25	143 %
60 SOLID WASTE DEPARTMENT	3,302.15	37,233.16	32,323.00	-4,910.16	115 %
Grand Total:	318,100.80	3,834,326.84	2,997,593.00	-836,733.84	128 %

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	0.00	102,248.49	150,000.00	150,000.00	47,751.51	68 %
	111 BOD Stipend	0.00	924.00	1,380.00	1,380.00	456.00	67 %
	112 OES Payroll Tax Expense	0.00	0.00	1.00	1.00	1.00	0 %
	113 OES Payroll Tax FICA	0.00	0.00	1.00	1.00	1.00	0 %
	114 OES Tax Medicare	0.00	0.00	1.00	1.00	1.00	0 %
	115 Payroll Expenses	332.52	4,166.80	1,800.00	3,600.00	-566.80	116 %
	116 OES Payroll Expense	0.00	0.00	1.00	1.00	1.00	0 %
	117 OES Backfill Coverage	0.00	0.00	1.00	1.00	1.00	0 %
	119 OES Payroll Tax Fed W/H	0.00	0.00	1.00	1.00	1.00	0 %
	120 Workers' Compensation	0.00	10,435.74	7,260.00	10,435.00	-0.74	100 %
	121 Physicals	0.00	75.00	2,000.00	2,000.00	1,925.00	4 %
	125 Volunteer firefighter stipends	0.00	39,754.31	45,000.00	45,000.00	5,245.69	88 %
	126 Strike Team Pay - VFF	0.00	114,489.30	0.00	107,352.00	-7,137.30	107 %
	135 Payroll Tax - FICA	0.00	8,432.57	2,800.00	11,318.00	2,885.43	75 %
	140 Payroll Tax - Medicare	0.00	1,722.76	2,800.00	2,800.00	1,077.24	62 %
	155 Payroll Tax - SUI	0.00	2,769.08	3,918.00	3,918.00	1,148.92	71 %
	205 Insurance - Health	399.11	4,771.89	13,884.00	6,942.00	2,170.11	69 %
	210 Insurance - Dental	0.00	421.30	686.00	686.00	264.70	61 %
	215 Insurance - Vision	0.00	69.11	250.00	250.00	180.89	28 %
	225 Retirement - PERS expense	0.00	4,987.99	6,940.00	6,940.00	1,952.01	72 %
	305 Operations and maintenance	879.13	6,455.91	6,000.00	6,000.00	-455.91	108 %
	310 Phone and fax expense	40.74	424.21	475.00	475.00	50.79	89 %
	315 Postage, shipping and freight	0.00	497.35	300.00	600.00	102.65	83 %
	320 Printing and reproduction	42.89	403.88	600.00	600.00	196.12	67 %
	325 Professional svcs - Accounting	0.00	4,450.50	5,800.00	8,349.00	3,898.50	53 %
	326 Professional svcs - Engineering	0.00	1,330.00	4,000.00	4,000.00	2,670.00	33 %
	327 Professional svcs - Legal (General)	10,960.00	19,096.00	8,000.00	10,997.00	-8,099.00	174 %
	328 Insurance - prop and liability	0.00	22,508.41	13,000.00	22,509.00	0.59	100 %
	330 Contract labor	226.54	776.41	0.00	0.00	-776.41	*** %
	334 Maintenance Agreements	484.40	5,740.59	4,979.00	4,979.00	-761.59	115 %
	335 Meals - Reimbursement	0.00	354.23	600.00	600.00	245.77	59 %
	340 Meetings and conferences	0.00	0.00	1,000.00	500.00	500.00	0 %
	345 Mileage expense reimbursement	0.00	14.50	500.00	500.00	485.50	3 %
	348 Safety Equipment and Supplies	0.00	422.76	0.00	700.00	277.24	60 %
	350 Repairs and maint - computers	0.00	1,300.81	4,500.00	3,500.00	2,199.19	37 %
	351 Repairs and maint - equip	0.00	1,141.61	10,000.00	5,000.00	3,858.39	23 %
	352 Repairs and maint - structures	0.00	4,958.70	5,000.00	3,000.00	-1,958.70	165 %
	354 Repairs and maint - vehicles	900.03	14,065.50	10,000.00	13,000.00	-1,065.50	108 %
	370 Dispatch services (Fire)	0.00	8,999.06	10,000.00	10,000.00	1,000.94	90 %
	375 Internet expenses	97.48	1,042.28	1,134.00	1,134.00	91.72	92 %
	376 Webpage- Upgrade/Maint	46.00	506.00	552.00	552.00	46.00	92 %
	380 Utilities - Alarm Service	0.00	0.00	120.00	120.00	120.00	0 %
	381 Utilities - electric	33.81	2,495.71	1,600.00	4,634.92	2,139.21	54 %
	382 Utilities - propane	0.00	327.13	500.00	500.00	172.87	65 %
	385 Dues and subscriptions	25.00	7,819.58	6,272.00	6,572.00	-1,247.58	119 %
	386 Education and training	321.75	623.67	4,000.00	2,000.00	1,376.33	31 %
	393 Advertising and public notices	129.38	129.38	500.00	500.00	370.62	26 %
	394 LAFCO Allocations	0.00	1,483.11	2,250.00	1,550.00	66.89	96 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
395	Community Outreach	0.00	0.00	1,500.00	750.00	750.00	0 %
405	Software	0.00	0.00	3,000.00	1,500.00	1,500.00	0 %
410	Office Supplies	0.00	402.78	2,000.00	1,200.00	797.22	34 %
450	EMS supplies	0.00	4,264.81	10,000.00	5,000.00	735.19	85 %
455	Fire Safety Gear & Equipment	0.00	1,218.13	3,500.00	2,500.00	1,281.87	49 %
456	VFF Assistance Grant	3,415.52	3,415.52	40,000.00	20,000.00	16,584.48	17 %
457	CFF Grant ~ California Fire Grant	113.11	5,048.97	0.00	15,000.00	9,951.03	34 %
460	OES Vehicle Repairs	0.00	25,748.31	0.00	30,000.00	4,251.69	86 %
465	Cell phones, radios and pagers	0.00	536.86	1,171.00	1,171.00	634.14	46 %
470	Communication equipment	0.00	838.50	5,000.00	5,000.00	4,161.50	17 %
475	Computer supplies and upgrades	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
485	Fuel expense	863.91	5,122.11	6,000.00	6,000.00	877.89	85 %
490	Small tools and equipment	0.00	2,111.86	2,500.00	2,500.00	388.14	84 %
495	Uniform expense	243.46	3,434.72	3,000.00	3,000.00	-434.72	114 %
500	Capital Outlay	0.00	759.00	0.00	0.00	-759.00	*** %
503	Weed Abatement Costs	0.00	0.00	9,000.00	9,000.00	9,000.00	0 %
505	Fire Training Grounds	0.00	689.00	2,500.00	2,500.00	1,811.00	28 %
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	2,000.00	2,000.00	0 %
715	Licenses, permits and fees	0.00	641.58	1,000.00	1,000.00	358.42	64 %
960	Property tax expense	0.00	210.62	220.00	220.00	9.38	96 %
	Account Total:	19,554.78	457,552.76	447,797.00	586,839.92	129,287.16	78 %
	Account Group Total:	19,554.78	457,552.76	447,797.00	586,839.92	129,287.16	78 %
	Fund Total:	19,554.78	457,552.76	447,797.00	586,839.92	129,287.16	78 %
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000	Lighting						
105	Salaries and Wages	0.00	8,629.72	12,849.00	12,849.00	4,219.28	67 %
111	BOD Stipend	0.00	84.00	120.00	120.00	36.00	70 %
115	Payroll Expenses	5.41	107.47	180.00	180.00	72.53	60 %
120	Workers' Compensation	0.00	364.64	100.00	400.00	35.36	91 %
135	Payroll Tax - FICA	0.00	13.45	163.00	163.00	149.55	8 %
140	Payroll Tax - Medicare	0.00	117.27	163.00	163.00	45.73	72 %
155	Payroll Tax - SUI	0.00	71.42	91.00	91.00	19.58	78 %
205	Insurance - Health	96.65	1,297.75	1,638.00	1,728.00	430.25	75 %
210	Insurance - Dental	0.00	47.74	65.00	0.00	-47.74	*** %
215	Insurance - Vision	0.00	6.13	24.00	-1.00	-7.13	*** %
225	Retirement - PERS expense	0.00	1,486.27	1,108.00	1,800.00	313.73	83 %
305	Operations and maintenance	71.16	432.27	2,000.00	2,000.00	1,567.73	22 %
315	Postage, shipping and freight	0.00	11.82	0.00	50.00	38.18	24 %
320	Printing and reproduction	0.00	8.39	200.00	200.00	191.61	4 %
325	Professional svcs - Accounting	0.00	387.00	508.00	508.00	121.00	76 %
326	Professional svcs - Engineering	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
327	Professional svcs - Legal (General)	847.80	2,512.42	1,700.00	1,700.00	-812.42	148 %
328	Insurance - prop and liability	0.00	944.80	500.00	890.00	-54.80	106 %
329	New Hire Screening	0.00	22.50	0.00	0.00	-22.50	*** %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
330	Contract labor	19.69	67.51	23,000.00	10,000.00	9,932.49	1 %
331	Professional Services - Legal	0.00	0.00	200.00	200.00	200.00	0 %
334	Maintenance Agreements	18.10	351.10	320.00	640.00	288.90	55 %
340	Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %
345	Mileage expense reimbursement	0.00	52.11	150.00	150.00	97.89	35 %
348	Safety Equipment and Supplies	0.00	61.13	500.00	500.00	438.87	12 %
350	Repairs and maint - computers	0.00	108.38	250.00	250.00	141.62	43 %
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	13.80	0.00	100.00	86.20	14 %
353	Repairs & Maint- Infrastructure	537.95	4,258.87	10,000.00	10,000.00	5,741.13	43 %
354	Repairs and maint - vehicles	0.00	91.79	0.00	150.00	58.21	61 %
376	Webpage- Upgrade/Maint	4.00	44.00	48.00	48.00	4.00	92 %
381	Utilities - electric	99.58	11,995.55	0.00	14,244.00	2,248.45	84 %
382	Utilities - propane	0.00	28.44	100.00	100.00	71.56	28 %
384	Utilities - Water/Sewer	404.30	6,603.07	0.00	10,000.00	3,396.93	66 %
385	Dues and subscriptions	0.75	139.83	132.00	132.00	-7.83	106 %
386	Education and training	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
393	Advertising and public notices	2.40	2.40	1,000.00	1,000.00	997.60	0 %
394	LAFCO Allocations	0.00	247.19	375.00	375.00	127.81	66 %
410	Office Supplies	0.00	174.57	125.00	125.00	-49.57	140 %
465	Cell phones, radios and pagers	0.00	51.46	143.00	143.00	91.54	36 %
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	1,300.51	1,000.00	1,000.00	-300.51	130 %
495	Uniform expense	5.00	44.73	200.00	200.00	155.27	22 %
500	Capital Outlay	0.00	9,064.70	0.00	8,998.70	-66.00	101 %
581	WWTP Expansion	0.00	1,840.80	0.00	1,800.00	-40.80	102 %
715	Licenses, permits and fees	0.00	0.00	50.00	50.00	50.00	0 %
	Account Total:	2,112.79	53,087.00	67,502.00	91,546.70	38,459.70	58 %
	Account Group Total:	2,112.79	53,087.00	67,502.00	91,546.70	38,459.70	58 %
	Fund Total:	2,112.79	53,087.00	67,502.00	91,546.70	38,459.70	58 %

40 WASTEWATER DEPARTMENT

64000 Sanitary

64000 Sanitary

105	Salaries and Wages	0.00	145,305.43	214,800.00	214,800.00	69,494.57	68 %
109	Stand-by Hours	0.00	5,517.50	7,500.00	7,500.00	1,982.50	74 %
111	BOD Stipend	0.00	1,512.00	2,100.00	2,100.00	588.00	72 %
115	Payroll Expenses	94.62	1,880.53	3,420.00	3,420.00	1,539.47	55 %
120	Workers' Compensation	0.00	7,874.01	8,000.00	8,000.00	125.99	98 %
121	Physicals	75.00	75.00	0.00	0.00	-75.00	*** %
135	Payroll Tax - FICA	0.00	233.47	3,052.00	500.00	266.53	47 %
140	Payroll Tax - Medicare	0.00	2,061.42	3,052.00	3,052.00	990.58	68 %
155	Payroll Tax - SUI	0.00	1,209.51	2,140.00	306.00	-903.51	395 %
160	Payroll Tax - ETT	0.00	0.00	4,056.00	0.00	0.00	0 %
205	Insurance - Health	2,048.92	24,083.46	32,844.00	34,927.00	10,843.54	69 %
206	Insurance - CalPers Health Retiree	109.42	1,783.37	0.00	1,350.00	-433.37	132 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
210	Insurance - Dental	0.00	1,012.95	1,526.00	0.00	-1,012.95	*** %
215	Insurance - Vision	0.00	93.00	557.00	0.00	-93.00	*** %
225	Retirement - PERS expense	0.00	18,532.10	15,833.00	15,833.00	-2,699.10	117 %
305	Operations and maintenance	1,563.19	4,729.16	8,000.00	8,000.00	3,270.84	59 %
310	Phone and fax expense	134.41	993.38	1,138.00	1,138.00	144.62	87 %
315	Postage, shipping and freight	55.15	2,994.60	4,000.00	4,000.00	1,005.40	75 %
320	Printing and reproduction	0.00	482.21	1,000.00	1,000.00	517.79	48 %
324	Professional Svcs- GSA-GSP	0.00	217.50	0.00	0.00	-217.50	*** %
325	Professional svcs - Accounting	0.00	6,772.50	8,897.00	8,897.00	2,124.50	76 %
326	Professional svcs - Engineering	417.50	16,031.25	12,000.00	18,250.00	2,218.75	88 %
327	Professional svcs - Legal (General)	15,834.96	31,327.60	29,750.00	29,750.00	-1,577.60	105 %
328	Insurance - prop and liability	0.00	12,356.91	12,000.00	12,000.00	-356.91	103 %
329	New Hire Screening	0.00	22.50	100.00	100.00	77.50	23 %
330	Contract labor	344.78	1,181.47	5,000.00	5,000.00	3,818.53	24 %
331	Professional Services - Legal	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
334	Maintenance Agreements	408.01	8,173.13	13,161.00	13,161.00	4,987.87	62 %
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	1,000.00	1,000.00	0 %
345	Mileage expense reimbursement	0.00	640.11	1,000.00	1,000.00	359.89	64 %
348	Safety Equipment and Supplies	0.00	1,552.65	1,000.00	1,500.00	-52.65	104 %
349	Repairs & Maintenance Mission Gardens	580.00	580.00	10,000.00	10,000.00	9,420.00	6 %
350	Repairs and maint - computers	0.00	1,089.98	1,500.00	1,500.00	410.02	73 %
351	Repairs and maint - equip	0.00	965.81	10,000.00	10,000.00	9,034.19	10 %
352	Repairs and maint - structures	0.00	718.21	1,500.00	1,500.00	781.79	48 %
353	Repairs & Maint- Infrastructure	242.66	550.52	5,000.00	5,000.00	4,449.48	11 %
354	Repairs and maint - vehicles	0.00	2,501.45	2,000.00	2,000.00	-501.45	125 %
355	Testing & Supplies (WWTP)	205.00	1,376.00	12,000.00	12,000.00	10,624.00	11 %
375	Internet expenses	248.70	2,700.70	1,863.00	2,863.00	162.30	94 %
376	Webpage- Upgrade/Maint	70.00	770.00	840.00	840.00	70.00	92 %
379	Utilities Electric Mission Gardens	0.00	178.13	5,000.00	5,000.00	4,821.87	4 %
380	Utilities - Alarm Service	53.80	648.15	620.00	620.00	-28.15	105 %
381	Utilities - electric	5,566.88	70,827.47	50,000.00	82,000.00	11,172.53	86 %
382	Utilities - propane	0.00	497.81	1,000.00	1,000.00	502.19	50 %
383	Utilities - trash	51.99	571.89	700.00	700.00	128.11	82 %
384	Utilities - Water/Sewer	61.25	612.70	0.00	700.00	87.30	88 %
385	Dues and subscriptions	724.25	3,884.07	4,000.00	4,000.00	115.93	97 %
386	Education and training	0.00	-895.00	5,000.00	1,000.00	1,895.00	-90 %
393	Advertising and public notices	42.04	142.04	1,000.00	1,000.00	857.96	14 %
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	0.00	691.55	1,125.00	1,125.00	433.45	61 %
432	Utility Rate Design Study	0.00	1,755.00	0.00	1,800.00	45.00	98 %
459	Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
465	Cell phones, radios and pagers	0.00	998.46	1,530.00	1,530.00	531.54	65 %
475	Computer supplies and upgrades	0.00	0.00	2,450.00	2,450.00	2,450.00	0 %
485	Fuel expense	460.87	5,048.23	5,000.00	5,000.00	-48.23	101 %
490	Small tools and equipment	984.84	3,102.64	6,000.00	6,000.00	2,897.36	52 %
495	Uniform expense	222.56	1,327.36	1,800.00	1,800.00	472.64	74 %
500	Capital Outlay	0.00	10,153.70	0.00	8,998.70	-1,155.00	113 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
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	0.00	3,842.19	0.00	54,000.00	50,157.81	7 %
582	WWTP Plant Maintenance	1,918.16	13,864.18	50,000.00	50,000.00	36,135.82	28 %
585	Sludge Removal Project	0.00	2,419.40	10,000.00	10,000.00	7,580.60	24 %
587	WWTF Final Design/ Construction	17,131.80	138,605.68	250,000.00	250,000.00	111,394.32	55 %
589	Proposition 68 Grant	0.00	4,500.00	0.00	4,500.00	0.00	100 %
705	Waste Discharge Fees/Permits	0.00	23,210.00	25,000.00	25,000.00	1,790.00	93 %
715	Licenses, permits and fees	0.00	1,817.52	1,500.00	1,500.00	-317.52	121 %
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:	49,650.76	599,315.51	991,854.00	1,086,510.70	487,195.19	55 %
	Account Group Total:	49,650.76	599,315.51	991,854.00	1,086,510.70	487,195.19	55 %
	Fund Total:	49,650.76	599,315.51	991,854.00	1,086,510.70	487,195.19	55 %
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
105	Salaries and Wages	0.00	170,838.18	234,901.00	234,901.00	64,062.82	73 %
109	Stand-by Hours	0.00	5,517.50	7,500.00	7,500.00	1,982.50	74 %
111	BOD Stipend	0.00	1,596.00	2,280.00	2,280.00	684.00	70 %
115	Payroll Expenses	102.73	2,041.69	3,420.00	3,420.00	1,378.31	60 %
120	Workers' Compensation	0.00	8,992.09	6,050.00	9,050.00	57.91	99 %
121	Physicals	75.00	75.00	0.00	0.00	-75.00	*** %
135	Payroll Tax - FICA	0.00	279.44	3,403.00	564.00	284.56	50 %
140	Payroll Tax - Medicare	0.00	2,395.32	3,403.00	3,403.00	1,007.68	70 %
155	Payroll Tax - SUI	0.00	1,416.77	2,166.00	287.00	-1,129.77	494 %
160	Payroll Tax - ETT	0.00	0.00	3,967.00	7,934.00	7,934.00	0 %
205	Insurance - Health	2,799.96	32,524.48	34,896.00	37,104.00	4,579.52	88 %
206	Insurance - CalPers Health Retiree	109.42	1,783.39	0.00	1,350.00	-433.39	132 %
210	Insurance - Dental	0.00	1,054.45	1,618.00	0.00	-1,054.45	*** %
215	Insurance - Vision	0.00	158.33	590.00	0.00	-158.33	*** %
225	Retirement - PERS expense	0.00	20,351.35	20,913.00	20,913.00	561.65	97 %
305	Operations and maintenance	1,668.64	4,582.29	8,000.00	8,000.00	3,417.71	57 %
310	Phone and fax expense	134.40	993.26	1,138.00	1,138.00	144.74	87 %
315	Postage, shipping and freight	56.35	3,020.09	4,000.00	4,000.00	979.91	76 %
320	Printing and reproduction	0.00	767.67	1,000.00	1,000.00	232.33	77 %
324	Professional Svcs- GSA-GSP	449.88	8,902.62	20,000.00	20,000.00	11,097.38	45 %
325	Professional svcs - Accounting	0.00	7,353.00	9,660.00	9,660.00	2,307.00	76 %
326	Professional svcs - Engineering	3,777.50	43,207.28	20,000.00	32,750.00	-10,457.28	132 %
327	Professional svcs - Legal (General)	23,383.49	43,987.46	32,300.00	32,300.00	-11,687.46	136 %
328	Insurance - prop and liability	0.00	19,477.18	20,000.00	20,000.00	522.82	97 %
329	New Hire Screening	0.00	22.50	100.00	100.00	77.50	23 %
330	Contract labor	374.24	1,282.67	5,000.00	5,000.00	3,717.33	26 %
331	Professional Services - Legal	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
332	Professional Services - Legal	0.00	47,056.33	100,000.00	100,000.00	52,943.67	47 %
334	Maintenance Agreements	435.14	10,052.00	13,671.00	13,671.00	3,619.00	74 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
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	1,000.00	1,000.00	0 %
345	Mileage expense reimbursement	0.00	725.00	1,000.00	1,000.00	275.00	73 %
348	Safety Equipment and Supplies	0.00	1,688.23	1,000.00	1,500.00	-188.23	113 %
350	Repairs and maint - computers	0.00	1,169.09	1,500.00	1,500.00	330.91	78 %
351	Repairs and maint - equip	0.00	3,848.68	4,000.00	4,000.00	151.32	96 %
352	Repairs and maint - structures	0.00	936.68	2,000.00	2,000.00	1,063.32	47 %
353	Repairs & Maint- Infrastructure	5,818.16	16,692.07	50,000.00	50,000.00	33,307.93	33 %
354	Repairs and maint - vehicles	0.00	2,501.42	2,000.00	2,000.00	-501.42	125 %
356	Testing & Supplies - Well #3 (Water)	671.33	1,515.83	3,500.00	3,500.00	1,984.17	43 %
357	Testing & Supplies - Well #4 (Water)	671.33	1,440.81	3,500.00	3,500.00	2,059.19	41 %
358	Testing & Supplies- SLT Well (Water)	534.34	3,829.82	6,000.00	6,000.00	2,170.18	64 %
359	Testing & Supplies-Other	350.00	7,217.00	6,000.00	6,000.00	-1,217.00	120 %
362	Cross-Connection Control Srvcs.	171.40	1,169.00	1,000.00	1,000.00	-169.00	117 %
375	Internet expenses	113.73	1,216.03	1,863.00	2,863.00	1,646.97	42 %
376	Webpage- Upgrade/Maint	76.00	836.00	912.00	912.00	76.00	92 %
380	Utilities - Alarm Service	53.80	648.15	620.00	620.00	-28.15	105 %
381	Utilities - electric	3,339.79	39,826.22	50,000.00	50,000.00	10,173.78	80 %
382	Utilities - propane	0.00	540.49	1,000.00	1,000.00	459.51	54 %
383	Utilities - trash	51.99	571.89	700.00	700.00	128.11	82 %
384	Utilities - Water/Sewer	11.23	40.41	0.00	700.00	659.59	6 %
385	Dues and subscriptions	328.24	3,232.49	4,000.00	4,000.00	767.51	81 %
386	Education and training	0.00	25.00	5,000.00	1,000.00	975.00	3 %
393	Advertising and public notices	45.65	214.93	2,000.00	2,000.00	1,785.07	11 %
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	0.00	713.73	1,125.00	1,125.00	411.27	63 %
432	Utility Rate Design Study	0.00	1,755.00	0.00	1,800.00	45.00	98 %
459	Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
465	Cell phones, radios and pagers	0.00	1,110.44	1,573.00	1,573.00	462.56	71 %
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	690.99	4,000.00	4,000.00	3,309.01	17 %
482	Chemicals-Well #4	0.00	2,464.54	4,000.00	4,000.00	1,535.46	62 %
483	Chemicals-SLT Well	0.00	2,314.21	2,000.00	2,000.00	-314.21	116 %
485	Fuel expense	460.88	2,865.76	4,000.00	4,000.00	1,134.24	72 %
490	Small tools and equipment	0.00	2,688.34	6,000.00	6,000.00	3,311.66	45 %
495	Uniform expense	222.60	1,327.47	1,800.00	1,800.00	472.53	74 %
500	Capital Outlay	21,343.42	491,847.39	0.00	406,978.70	-84,968.69	121 %
520	Water Main Valves Replacement	740.56	1,951.42	10,000.00	10,000.00	8,048.58	20 %
525	Water meter replacement	0.00	18,085.78	20,000.00	20,000.00	1,914.22	90 %
526	Development Meters	0.00	6,043.87	15,000.00	15,000.00	8,956.13	40 %
535	Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
581	WWTP Expansion	0.00	1,841.16	0.00	5,400.00	3,558.84	34 %
582	WWTP Plant Maintenance	0.00	2,126.06	0.00	3,000.00	873.94	71 %
590	CALOES Resiliency Grant	9,305.10	21,596.29	0.00	230,000.00	208,403.71	9 %
605	USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
715	Licenses, permits and fees	0.00	4,060.99	6,500.00	6,500.00	2,439.01	62 %
930	Interest Fees	0.00	25,585.07	50,000.00	50,000.00	24,414.93	51 %
940	Bank service charges	0.00	42.04	0.00	100.00	57.96	42 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
	Account Total:	77,676.30	1,120,322.39	894,469.00	1,552,196.70	431,874.31	72 %
	Account Group Total:	77,676.30	1,120,322.39	894,469.00	1,552,196.70	431,874.31	72 %
	Fund Total:	77,676.30	1,120,322.39	894,469.00	1,552,196.70	431,874.31	72 %
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
66000 SOLID WASTE							
	105 Salaries and Wages	0.00	8,700.66	12,849.00	12,849.00	4,148.34	68 %
	111 BOD Stipend	0.00	83.99	120.00	120.00	36.01	70 %
	115 Payroll Expenses	5.40	107.42	180.00	180.00	72.58	60 %
	120 Workers' Compensation	0.00	364.64	100.00	400.00	35.36	91 %
	135 Payroll Tax - FICA	0.00	13.65	163.00	163.00	149.35	8 %
	140 Payroll Tax - Medicare	0.00	118.82	163.00	163.00	44.18	73 %
	155 Payroll Tax - SUI	0.00	72.40	91.00	91.00	18.60	80 %
	205 Insurance - Health	96.65	1,333.82	1,638.00	1,728.00	394.18	77 %
	206 Insurance - CalPers Health Retiree	0.00	0.02	0.00	0.00	-0.02	*** %
	210 Insurance - Dental	0.00	47.83	65.00	0.00	-47.83	*** %
	215 Insurance - Vision	0.00	5.94	24.00	-1.00	-6.94	*** %
	225 Retirement - PERS expense	0.00	1,516.75	1,108.00	1,800.00	283.25	84 %
	305 Operations and maintenance	70.30	430.82	2,000.00	2,000.00	1,569.18	22 %
	315 Postage, shipping and freight	0.00	11.82	500.00	500.00	488.18	2 %
	320 Printing and reproduction	0.00	264.15	500.00	500.00	235.85	53 %
	325 Professional svcs - Accounting	0.00	387.00	508.00	508.00	121.00	76 %
	327 Professional svcs - Legal (General)	847.80	2,512.41	1,700.00	1,700.00	-812.41	148 %
	328 Insurance - prop and liability	0.00	727.61	500.00	890.00	162.39	82 %
	329 New Hire Screening	0.00	22.50	0.00	0.00	-22.50	*** %
	330 Contract labor	19.69	67.51	0.00	0.00	-67.51	*** %
	331 Professional Services - Legal	0.00	0.00	200.00	200.00	200.00	0 %
	334 Maintenance Agreements	18.10	376.90	320.00	640.00	263.10	59 %
	340 Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %
	345 Mileage expense reimbursement	0.00	54.64	100.00	100.00	45.36	55 %
	348 Safety Equipment and Supplies	0.00	61.13	500.00	500.00	438.87	12 %
	350 Repairs and maint - computers	0.00	82.57	0.00	100.00	17.43	83 %
	352 Repairs and maint - structures	0.00	13.80	0.00	100.00	86.20	14 %
	353 Repairs & Maint- Infrastructure	0.00	514.98	0.00	0.00	-514.98	*** %
	354 Repairs and maint - vehicles	0.00	91.79	0.00	150.00	58.21	61 %
	376 Webpage- Upgrade/Maint	4.00	44.00	48.00	48.00	4.00	92 %
	382 Utilities - propane	0.00	28.44	0.00	100.00	71.56	28 %
	384 Utilities - Water/Sewer	0.00	0.00	2,000.00	500.00	500.00	0 %
	385 Dues and subscriptions	0.75	142.53	132.00	132.00	-10.53	108 %
	386 Education and training	0.00	0.00	500.00	500.00	500.00	0 %
	393 Advertising and public notices	2.40	2.40	500.00	500.00	497.60	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	0.00	174.94	125.00	125.00	-49.94	140 %
	465 Cell phones, radios and pagers	0.00	53.10	143.00	143.00	89.90	37 %
	475 Computer supplies and upgrades	0.00	0.00	50.00	50.00	50.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
490	Small tools and equipment	0.00	32.86	0.00	0.00	-32.86	*** %
495	Uniform expense	5.86	45.59	200.00	200.00	154.41	23 %
500	Capital Outlay	0.00	9,064.70	0.00	8,998.70	-66.00	101 %
581	WWTP Expansion	0.00	1,840.88	0.00	1,800.00	-40.88	102 %
	Account Total:	1,070.95	29,662.20	28,602.00	40,052.70	10,390.50	74 %
	Account Group Total:	1,070.95	29,662.20	28,602.00	40,052.70	10,390.50	74 %
	Fund Total:	1,070.95	29,662.20	28,602.00	40,052.70	10,390.50	74 %
	Grand Total:	150,065.58	2,259,939.86	2,430,224.00	3,357,146.72	1,097,206.86	67 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 5/21

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 Operating Cash - Premier	76,558.88	0.00	0.00	0.00	6,658.23	69,900.65
10250 Pac Premier - Payroll	6,806.17	0.00	0.00	332.52	56.27	6,417.38
10340 Pac Premier Operational Reserve	467,253.42	93,668.02	0.00	0.00	0.00	560,921.44
10350 Pac Premier- Capital Reserve	305,990.92	39.00	0.00	0.00	0.00	306,029.92
Total Fund	856,609.39	93,707.02		332.52	6,714.50	943,269.39
30 STREET LIGHTING DEPARTMENT						
10200 Operating Cash - Premier	164,569.54	28,653.35	0.00	0.00	992.01	192,230.88
10250 Pac Premier - Payroll	910.16	0.00	0.00	5.41	15.41	889.34
10340 Pac Premier Operational Reserve	150,188.76	12.09	0.00	0.00	0.00	150,200.85
10350 Pac Premier- Capital Reserve	161,511.93	20.58	0.00	0.00	0.00	161,532.51
10460 Cantella & Co. Investment Acct.	160,415.59	0.00	0.00	0.00	0.00	160,415.59
Total Fund	637,595.98	28,686.02		5.41	1,007.42	665,269.17
40 WASTEWATER DEPARTMENT						
10200 Operating Cash - Premier	645,814.60	93,946.11	2,147.15	98.75	25,405.41	716,403.70
10250 Pac Premier - Payroll	21,187.61	0.00	0.00	94.62	319.74	20,773.25
10260 Pac Western Bank --Long Term	100,031.94	0.00	0.00	0.00	0.00	100,031.94
10340 Pac Premier Operational Reserve	180,225.94	14.51	0.00	0.00	0.00	180,240.45
10350 Pac Premier- Capital Reserve	917,609.03	116.95	0.00	0.00	0.00	917,725.98
Total Fund	1,864,869.12	94,077.57	2,147.15	193.37	25,725.15	1,935,175.32
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	263,399.71	71,954.88	0.00	54.52	45,490.00	289,810.07
10250 Pac Premier - Payroll	2,707.85	0.00	0.00	102.73	353.52	2,251.60
10340 Pac Premier Operational Reserve	25,255.29	2.03	0.00	0.00	0.00	25,257.32
10350 Pac Premier- Capital Reserve	310,434.25	5,039.57	0.00	0.00	0.00	315,473.82
10400 HOB - USDA Reserve	66,967.26	0.57	0.00	0.00	0.00	66,967.83
Total Fund	745,419.72	76,997.05		157.25	45,843.52	776,416.00
60 SOLID WASTE DEPARTMENT						
10200 Operating Cash - Premier	41,457.10	3,293.82	0.00	0.00	49.76	44,701.16
10250 Pac Premier - Payroll	1,174.95	0.00	0.00	5.40	16.40	1,153.15
10340 Pac Premier Operational Reserve	62,248.14	5.01	0.00	0.00	0.00	62,253.15
10350 Pac Premier- Capital Reserve	26,052.14	3.32	0.00	0.00	0.00	26,055.46
Total Fund	130,932.33	3,302.15		5.40	66.16	134,162.92
73 CLAIMS CLEARING FUND						
10200 Operating Cash - Premier	324,185.70	0.00	76,448.26	0.00	0.00	400,633.96
10250 Pac Premier - Payroll	6,680.96	0.00	761.34	0.00	0.00	7,442.30
Total Fund	330,866.66		77,209.60			408,076.26
Totals	4,566,293.20	296,769.81	79,356.75	693.95	79,356.75	4,862,369.06

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

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



San Miguel Community Services District

Board of Directors Staff Report

July 22, 2021

AGENDA ITEM: XI-2

SUBJECT: Review and approve contract with Rob Roberson as Interim General Manager/ Fire Chief

RECOMMENDATION: Approve contract with Rob Roberson as Interim General Manager/ Fire Chief by Resolution 2021-19

Robert Roberson ("Roberson") has been acting as Interim General Manager since June 10, 2017. On February 22, 2018, the San Miguel Community Services Board of Directors ("Board") approved a First Amendment to the Interim General Manager Temporary Employment Agreement. The First Amendment will expire on June 30, 2019.

Roberson was appointed as the San Miguel Community Services District ("District") Fire Chief since January 1, 2012. On September 24, 2015, the Board entered into an employment agreement with Roberson for Fire Chief services. The agreement expired on September 24, 2018.

On May 2021 the Board provided Roberson a performance evaluation on his performance as Fire Chief and Interim General Manager with a satisfactory reviews.

The Board desires to renew Roberson to Interim General Manager/Fire Chief for the term of this Agreement shall be for one (1) year from the Effective Date ("Term"), with a mutual option to extend the Agreement for one (1) additional year. No later than three (3) months prior to the expiration of the Term, the Board shall provide written notice to Employee as to whether the Board intends to extend the Term. ("Agreement").

PREPARED BY: Rob Roberson

Attachment:

1. Resolution 2021-19
2. 7-16-2021 Draft Interim General Manager
3. Exhibit A: General Manager Job Description
4. Exhibit B: Fire Chief Job Description
5. Exhibit C: 7-2021 Contract Agreement R. Roberson & SMCSO

EMPLOYMENT AGREEMENT

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

RECITALS

- A. Employee has been employed with the District’s Fire Department for over 14 years.
- B. The Fire Chief position is appointed by the Interim General Manager; however, since Employee is also acting as the Interim General Manager, the San Miguel Community Services District Board of Directors (“Board”) has the authority to appoint Employee as Interim General Manager/Fire Chief.
- C. The Board has evaluated Employee’s knowledge, experience, administrative skills and abilities, and desires to reappoint Employee as the Interim General Manager/Fire Chief pursuant to the terms of this Agreement.
- D. The Parties desire to execute this Agreement pursuant to the authority of and subject to the provisions of California Government Code (“Government Code”) section 53260 et seq.

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

AGREEMENT

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

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

Section 3. Appointment of Interim General Manager/Fire Chief, Duties, and Term.

Section 3.1. Appointment of Interim General Manager/Fire Chief and Duties. The Board hereby appoints Employee to the position of Interim General Manager/Fire Chief, in and for the District, to perform the function and duties of the Interim General Manager, as listed in **Exhibit A**, and the Fire Chief, as listed in **Exhibit B**. Employee accepts such appointment and employment pursuant to the terms of this Agreement. Employee shall further perform the functions and duties specified under the laws of the

State of California, the District's Resolutions, and such other duties and functions as may from time-to-time be assigned.

Section 3.2. Other Employment. Employee may undertake outside activities for compensation, provided such activities do not interfere with Employee's duties and responsibilities specified herein and do not create a conflict of interest with said duties. Employee's employment outside of the District must conform with applicable District conflict of interest policies in effect at the time of execution of the Agreement, which may be amended from time to time. Employee is presently employed as a full time Fire Captain for State Department of Corrections. The outside employment position, described in Section 3.2 only, are expressly authorized by the Board.

Section 3.3. Exempt Employee. The general business hours for District employees are Monday through Friday, 8:30 a.m. to 4:30 p.m. However, it is recognized by the Parties that Employee is an exempt employee for purposes of the Fair Labor Standards Act of 1938 (29 U.S.C. § 201 et seq.). Employee shall not receive overtime or extra compensation for hours worked outside of the District's general business hours, which are necessary to fulfill the duties of the Interim General Manager/Fire Chief position, unless otherwise provided in this Agreement. The Parties acknowledge that Employee, due to his other employment, will be unavailable on Sundays, Mondays and one Tuesday each month, and other days as may be necessary to effectuate the employment authorized in Section 3.2 of this Agreement.

Section 3.4. Schedule. The Interim General Manager/Fire Chief's daily and weekly work schedule shall vary in accordance with the work required to be performed. Employee shall devote at least 40 hours per week to his duties as Interim General Manager/Fire Chief. Employee shall keep a daily log of the work he performs as Interim General Manager/Fire Chief. The Interim General Manager/Fire Chief position may include frequent attendance at evening meetings, out of District meetings, and frequent irregular hours as necessary to meet deadlines and achieve objectives.

Section 3.5. Term. The term of this Agreement shall be for one (1) year from the Effective Date ("Term"), with a mutual option to extend the Agreement for one (1) additional year. No later than three (3) months prior to the expiration of the Term, the Board shall provide written notice to Employee as to whether the Board intends to extend the Term.

Section 3.6. Physical Examination. Employee shall comply with the District's Drug and Alcohol Abuse policies and procedures. Failure to adhere to those policies may be considered a material breach of this Agreement and cause for termination under Section 6 of this Agreement.

Employee must receive an annual physical examination at the District's expense or provide a copy of an annual physical examination performed by or for another employer. Refusal to submit for an annual physical examination by April of each year of this Agreement may be considered a material breach of this Agreement.

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

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

Section 5. Compensation and Evaluations.

Section 5.1. Base Salary. The District agrees to pay Employee an annual salary of Eighty-Three Thousand Nine Hundred and Seventy-Eight Dollars and Forty Cents (\$83,978.40) ("Base Salary") payable in installments at the same time that the other District employees are paid. Of Employee's Base Salary, Forty Thousand One Hundred Eighty-Five Dollars and Sixty Cents (\$40,185.60) shall be taken from the Fire Fund and Forty-Three Thousand Seven Hundred Ninety-Two Dollars and Eighty Cents (\$43,792.80) shall be taken from the General Fund.

If this Agreement is extended at the end of the first year (July 2022), effective the first full pay period following July 1, 2022, Employee's Base Salary shall be increased by two percent (2%) to Eighty-Five Thousand Six Hundred Fifty-Seven Dollars and Ninety-Seven Cents (\$85,657.97).

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

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

Section 5.4. Benefits. Employee agrees that he shall not receive retirement or other benefits from the District, including medical or healthcare benefits, holiday pay, compensatory time-off, or vacation time, except as otherwise provided for in this Agreement.

Section 5.5. Uniform Allowance. District shall provide Employee with an annual allowance for fire station uniforms in an amount up to Two Hundred and Fifty Dollars (\$250.00) per year. Employee must submit receipt(s) for uniform purchases in order to receive reimbursement for a station uniform.

Section 5.6. Use of District Fire Vehicle. District shall provide Employee with a District vehicle for use and work performance as District Fire Chief. The Board may, at its sole discretion, withdraw providing a District vehicle for Employee's use. Employee shall

provide proof of insurance coverage, pursuant to California law, annually to the District. Both Parties agree to comply with the District's applicable Vehicle & Equipment Replacement Policies and Procedures, which may be amended from time to time.

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

Section 6. Termination of Employment and Severance.

Section 6.1. Voluntary Resignation. Employee may resign at any time and agrees to give the District at least one hundred eighty (180) days advance written notice of the effective date of Employee's resignation, unless the Parties otherwise agree in writing. If Employee retires from full time public service with the District, Employee shall provide six (6) months advance written notice. Employee's actual retirement date will be mutually established between the Parties. During the notice period, all rights and obligations of the Parties under this Agreement shall remain in full force and effect. Promptly after the effective date of resignation, the District shall pay to Employee all salary and benefit amounts, both accrued and owing, under this Agreement.

Section 6.2. Termination by the Board. The Board may terminate this Agreement and remove Employee from his position as Interim General Manager at any time with or without cause, by a three-member vote of the Board as then constituted, convened in a regular Board meeting. If Employee's termination is based on charges of misconduct that publicly stigmatizes Employee's reputation or impairs his ability to earn a living, or might damage his standing in the community, Employee may, within five (5) business days of the Board's notice to Employee of their intent to terminate Employee's employment as Interim General Manager, make a written request for a "name-clearing" hearing (as described in *Lubey v. City and County of San Francisco* (1979) 98 Cal.App.3d 340, and its progeny) before the Board in closed session. The "name-clearing" hearing is solely to provide Employee the opportunity to clear his name. The Board may determine whether the allegations contained in the notice of termination are supported. If the Board determines that the allegations are not supported, a decision shall be issued to reflect that Employee's termination was without fault. This decision will not, however, require that Employee be reinstated to his position. In the event that Employee does not request a "name-clearing" hearing before the Board, the Board's decision to terminate will be effective by the close of business on the fifth (5th) business day after the notice was provided to Employee of their intent to terminate his employment.

If the Board removes Employee from his position as Fire Chief or as Interim General Manager/Fire Chief, pursuant to California Government Code section 3254(c), the Board shall provide Employee with written notice, the reason(s) for removal, and an opportunity for an administrative appeal. Within ten (10) days of the Board's termination of this Agreement, Employee may make a written request for an administrative hearing

San Miguel, California 93451
ATTN: President of the Board

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

If to Employee: San Miguel Community Services District
1150 Mission Street
San Miguel, California 93451
ATTN: Robert Roberson
w/cc: home address on file

Section 10. General Provisions.

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

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

10.3. Severability of Agreement. If a court or an arbitrator of competent jurisdiction holds any section of this Agreement to be illegal, unenforceable, or invalid for any reason, the validity and enforceability of the remaining sections of this Agreement shall not be affected.

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

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

10.6. Necessary Acts and Further Assurances. The Parties shall, at their own cost and expense, execute and deliver such further documents and instruments and shall

take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

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

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

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

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

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

[SIGNATURE PAGE TO FOLLOW]

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

DISTRICT:
San Miguel Community Services District, a
California community services District

EMPLOYEE:
By: _____
Robert Roberson, an individual

By: _____
Ashley Sangster, Board President

Date Signed: _____

Date Signed: _____

By: _____
Tamara Parent, Board Clerk

Date Signed: _____

Approved as to Form and Content:

By: _____
Douglas L. White, District General Counsel

EXHIBIT A
(General Manager)

EXHIBIT B
(Fire Chief)



TITLE: GENERAL MANAGER
REPORTS TO: Board of Directors
PAY GRADE: Employment Agreement
FLSA: Exempt
CONFIDENTIAL: Yes

SUPERVISORY RESPONSIBILITIES

DIRECT: Board Clerk, Director of Utilities, District Office Staff
INDIRECT: None

MINIMUM QUALIFICATION REQUIREMENTS

Unless required by law, experience and education may be substituted for each other upon approval by the Board of Directors. The following certifications are required at the time of hire date or an equivalent combination of education and experience sufficient to successfully perform the duties of the position:

EDUCATION: Undergraduate degree from an accredited four (4) year college or university with a major in Business Administration, Public Administration, Engineering, or a closely related field.

EXPERIENCE: Minimum of five (5) years of broad and extensive work experience in a management or administrative position in a private or public utility agency. Background should include responsibility for formulation and implementation of programs, budgets, and administrative operations.

CONTACT RESPONSIBILITY

INTERNAL: Interaction with: Board of Directors to receive policy direction and project directives, receive specific work assignments and review results; Board Clerk and Director of Utilities to discuss outstanding issues and coordinate assignments; and all other District personnel as required.

EXTERNAL: Interaction with: general public to answer questions pertaining to the San Miguel Community Services District ("District"); intergovernmental and regulatory agencies to foster cooperative working relationships; and community groups, businesses, media, and emergency service personnel as required.

PHYSICAL REQUIREMENTS

While performing the duties of this job, the employee is regularly required to sit, talk, and hear. The employee is occasionally required to stand, walk, stoop, kneel, or crouch.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

ENVIRONMENTAL CONDITIONS

When working indoors, work is performed in an office environment with lighting and ventilation. The indoor working environment is subject to conversational noise from other personnel, as well as standard background noise found in an office environment and exposure to a computer screen.

DETAILED DUTIES AND RESPONSIBILITIES - ESSENTIAL FUNCTIONS

The General Manager is the executive officer of the District and for the Board of Directors ("Board").

This at-will, exempt position plans, organizes, directs, and coordinates all District functions and activities, subject to approval by the District's Board, in order to provide customers with safe and reliable water, wastewater, and fire services. This position provides day-to-day leadership for the District, and develops

policies and objectives for the District in accordance with the Board's directives. This position must perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, or ability required.

Must be able to effectively lead, supervise, motivate, train, and evaluate personnel. Must be able to exercise sound and independent judgment to prioritize and manage projects. Must be familiar with public administration and budget development as they pertain to the District's water, wastewater, and fire services. Must be able to maintain confidentiality, respond professionally to the public and emergencies, and prepare policy reports and letters. Must have knowledge of pertinent federal, state, and local laws, codes, and regulations. Must be able to communicate clearly and concisely, both orally and in writing.

Basic knowledge of personal computer use is preferred, as this position will be required to monitor timeclock use, set up video conferences for meetings, and assist in running payroll, among other duties.

The following tasks are typical for this classification. Incumbents may not regularly perform all the listed duties, but may be required to perform additional or different duties from those set forth below to address business or staffing needs and changing business practices, as defined by the Board.

Administrative

- Daily Administration
 - Provides day-to-day leadership for the District;
 - Plans, organizes, coordinates, and administers, either directly or through subordinate department heads, the work of the District in accordance with the adopted goals and objectives of the Board and applicable laws and regulations;
 - Directs and coordinates the development and implementation of goals, objectives, policies, procedures, and programs for the District, as defined by the Board;
 - Implements administrative policies, procedures, and work standards to assure that goals and objectives are met and that programs provide mandated services in an effective and efficient manner;
 - Coordinates the activities of the waste, wastewater, fire, and administrative departments to effect operational efficiency and economy;
 - Maintains cordial relationships with all persons entitled to the services of the District and attempts to resolve all public complaints;
 - Directs the maintenance of District records and documents;
 - Supervises the District's facilities, services, and finances;
 - Maintains custody and manages the condition of all District property; and
 - Uses independent judgment and follows proper protocol to address emergencies and provide direction to department heads.
- Long-Term Operations
 - Plans, develops, and implements immediate and long-term District policies and goals, as defined by the Board;
 - Confers with administrative personnel and reviews activity, operating, and expense reports to determine if any changes in programs or operations are required;
 - Directs preparation of directives to department heads, outlining policy, programs, or operational changes to be implemented; and
 - Supports the District mission statement.
- Executive Officer for the District
 - Facilitates constructive and harmonious Board relations;
 - Attends all meetings of the District's Board and such other meetings as the Board may specify from time to time;
 - Represents the Board and District in contacts with governmental agencies, community groups and various businesses, professional and legislative organizations, District customers, and the media;
 - Consults with legal counsel concerning matters of litigation, contracts, and District operations;
 - Monitors legislation on the state, federal, and local level;

- Directs and coordinates changes required by new legislation;
- Coordinates press releases as necessary; and
- Acts as staff for the Board and advises the Board on District issues and programs.
- **Budgeting**
 - Directs and coordinates the preparation and administration of the District annual budget;
 - Evaluates and reviews current programs and formulates long-range financial goals of the District;
 - Reviews all District expenditures;
 - Provides financial management for the District;
 - Manages all departmental budget, budget requests, and controls expenditures to ensure adherence to the District budget;
 - Ensures accurate records are being developed and maintained in all District departments;
 - Prepares procedures for tracking and evaluating the budget through the year; and
 - Calculates anticipated revenue or expenditures.

Personnel Supervisor

- Appoints and employs such personnel as the Board or he or she deems necessary for the proper administration and operation of the District, in accordance with District regulations and other applicable laws;
- Recommends changes in organizational structure and position classification;
- Maintains the authority to hire, discipline, and discharge employees;
- Approves or disapproves merit salary increases;
- Plans and directs the selection, training, assignment, supervision, and evaluation of employees;
- Delegates authority to carry out certain duties at his or her discretion;
- Provides supervision to District employees;
- Directs all personnel in accordance with District regulations and other applicable laws;
- Functions as the District's bargaining representative in negotiations with personnel bargaining units;
- Coordinates investigations and resolutions of personnel grievances within his or her delegated authority;
- Approves overtime, vacation, and other time off for department heads;
- Trains personnel as needed;
- Analyzes problems that arise in the areas of supervision and implements solutions;
- Follows the employee relations system established by the Board when appointing, supervising, disciplining, and dismissing District employees;
- Evaluates and recommends to the Board, the hiring, promotion, or salary increase of District personnel; and
- Performs performance evaluations for department heads and other District personnel as needed.

DETAILED DUTIES AND RESPONSIBILITIES - NON-ESSENTIAL FUNCTIONS

Related Duties

- Performs all other related duties as assigned by the Board of Directors.



Exhibit "B"

JOB DESCRIPTIONS

Class Title: *Fire Chief* (Part Time--Contract)
Reports to: District General Manager or Board of Directors
Department: Fire
FLSA: Non-exempt
CONFIDENTIAL: Yes

SUPERVISORY RESPONSIBILITIES

DIRECT: Yes
INDIRECT: None

GENERAL PURPOSE

Performs a variety of technical, administrative, and supervisory work in planning, organizing, directing and implementing fire prevention, suppression and emergency medical services to prevent or minimize the loss of life and property by fire and emergency medical conditions.

SUPERVISION RECEIVED

The Fire Chief is accountable to the General Manager and Board of Directors. Fire Chief shall be held responsible for the general condition and efficient operation of the San Miguel Fire Department.

SUPERVISION EXERCISED

Directly Supervises the Assistant Fire Chief, Fire Captains, and other department staff through these subordinate officers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Plans, coordinates, supervises and evaluates Fire operations.

Establishes policies and procedures for Fire Department in order to implement directives from the General Manager and Board of Directors.

Plans and implements Fire programs for the San Miguel District in order to better carry out the policies and goals including those set forth in the Standard Operating Procedures document;

Reviews Departmental performance and effectiveness; formulates programs or policies to alleviate deficiencies.

Supervises and coordinates the preparation and presentation of an annual budget for Fire Department and Directs implementation of the Departments' budgets;

Plans for and reviews specifications for new or replaced equipment.

Responds to alarms and may direct activities at the scene of major emergencies.

(continued on next page)

Supervises inspection of buildings and other properties for fire hazards and enforces fire prevention ordinances, local and state fire codes, while also following UBC, UFC, and The Life and Safety code.

Directs the operation of departmental in-service training activities

Controls the expenditure of departmental appropriations

Handles grievances as directed by the General Manager, maintains Departmental discipline and the conduct and general behavior of assigned personnel

Attends monthly Board of Director meetings and other Community meetings, as directed by General Manager

Prepares and submits monthly reports to the General Manager regarding Department activities

Prepares other reports as appropriate, including annual report of activities

Plans departmental operations for equipment, apparatus, and personnel

Supervises the implementation of such plans

Assigns personnel and equipment to such duties and uses as the service requires

Evaluates the need for and recommends the purchase of new equipment and supplies

PERIPHERAL DUTIES

Meet with elected or appointed officials, other Fire officials, community and business representatives and the public on all aspects of the Departments' activities.

Attend conferences and meetings to keep abreast of current trends in the field; represents the San Miguel Fire Department in a variety of local, county, state and other meetings.

Perform the duties of command personnel as needed and fulfills obligations during duty days or duty weeks.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

(A) Graduation from high school or GED equivalent

(B) Ten (10) years prior work experience of a progressively responsible nature in firefighting and prevention and emergency medical services, including supervisory duties which must have been equivalent to Fire Captain or higher

Necessary Knowledge, Skills and Abilities

(A) Thorough knowledge of modern fire suppression and prevention and emergency medical services principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application as demonstrated through State E.M.T Certification; Considerable knowledge of applicable laws, ordinances, departmental standard operating procedures and regulations

(B) Skill in the operation of listed tools and equipment.

(C) Ability to train and supervise subordinate personnel; Ability to perform work requiring good physical condition; Ability to communicate effectively orally and in writing; Ability to exercise sound judgment in evaluating situations and in making decisions; Ability to effectively give and receive verbal and written instructions; Ability to establish and maintain effective working relationships with other employees, supervisors and the public; and Ability to meet the special requirements listed below.

SPECIAL REQUIREMENTS

(A) Must possess, or be able to obtain by time of hire, a valid State Driver's License with Commercial Driver's License endorsement and participate in the Employer Pull Notice Program EPN without record of suspension or revocation in any state;

(B) No criminal convictions or disqualifying criminal histories within the past ten years;

(C) Ability to read, write and communicate the English language, and

(D) Ability to meet Departmental physical standards

TOOLS AND EQUIPMENT USED

Emergency medical aid unit, fire apparatus, fire pumps, hoses, and other standard firefighting equipment, ladders, first aid equipment, radio, pager, personal computer, phone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit; talk or hear; stand; walk; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily in office, vehicles, and outdoor settings, in all weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually quiet in office settings, and loud at an emergency scene.

SELECTION GUIDELINES

The San Miguel Community Services District Personnel Policy on Recruitment will be followed.

This may include a formal application; review of education and experience; appropriate testing and interviews; oral interview; background check; physical agility; drug screening; final selection and pre-employment medical examination.

NOTE: Appointees will be subject to completion of a probationary period of 6 months. The examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

DETAILED DUTIES AND RESPONSIBILITIES - ESSENTIAL FUNCTIONS

The following tasks are typical for this classification. Incumbents may not regularly perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business or staffing needs and changing business practices as defined by the General Manager.

% TIME TASKS

70%

Develops, coordinates, and maintains fire protection management database and related activities, such as:

Communicates District policies and procedures to customers, safety rules and regulations and is active participant in the District's safety programs as necessary.

Uses computer, computer software, data and applications, copy machine, and other office equipment; proof read documents for details and accuracy; and composes reports or correspondence as required

Coordinates with and works with other staff to resolve issues; may work with outside contractors to solve specific technical issues, maintains the database for fire vehicle and equipment records, and operational preventative maintenance logs, reports and records as directed.

Develops consistent, effective strategies of tracking preventative maintenance schedules. Reviews, evaluates, develops and implements programs, policies and procedures, as directed by General Manager, for training and fire prevention.

Supervises subordinate volunteer officers in their assigned duties.

Assist in the planning and implementation of Fire programs for the San Miguel District in order to better carry out the policies and goals of the District.

Responds to multiple alarm fire as needed; assumes command in the absence of Fire Chief. Performs the duties of command personnel as needed and fulfills obligations during duty days or duty weeks.

25%

Prepare and submit periodic reports to the General Manager and/or Board of Directors regarding the Department activities.

Assigns personnel and equipment as required to such duties and uses based on service needs

Handles grievances from volunteer officers and firefighters,

Maintain departmental discipline and the conduct and general behavior of volunteer personnel.

Directs and supervises departmental in-service training activities

Provides general administrative support:

Proofreads the Operations section of the District web site and recommends corrections.

Provides administrative and project support to General Manager and/or staff; including the preparation of agreements, request for purchase orders, contracts, and other documentation.

Assists General Manager in providing suggestions policy changes in order to streamline department operations.

Answer inquiries involving department procedures, activities, and functions.

Generate original, clear, and concise department business correspondence, forms, and notices, which may require posting and/or publication.

Edits and proofreads department memos, reports, agendas, policies, and Board related correspondence.

Perform copying, faxing, filing, and other administrative tasks.

Maintain department files and records in accordance with approved records retention schedules.

DETAILED DUTIES AND RESPONSIBILITIES - NON-ESSENTIAL FUNCTIONS

5%

Performs all related duties as assigned by General Manager and/or Board of Directors.

Meet with elected or appointed officials, other Fire officials, community and business representatives and the public on all aspects of the Departments' activities, as directed by Fire Chief and/or General Manager.

Attends conferences and meetings to keep abreast of current trends in the field; represents the Fire Departments in a variety of local, county, state and other meetings.

SELECTION GUIDELINES

The San Miguel Community Services District Personnel Policy on recruitment will be followed. This may include: a formal application, review of education and experience, appropriate testing and interviews, oral interview, background check, physical agility, drug screening, final selection and pre-employment medical examination.

NOTE:

Appointees will be subject to completion of a 9-month probationary period.

The example of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee that is subject to change by the employer as the needs of the employer and requirements of the job change.

RESOLUTION NO. 2021 - 19

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING AN
EMPLOYMENT AGREEMENT FOR INTERIM GENERAL MANAGER/FIRE CHIEF
ROBERT ROBERSON AND AUTHORIZING THE BOARD PRESIDENT TO
EXECUTE AND ENTER INTO THE AGREEMENT ON BEHALF OF THE DISTRICT**

WHEREAS, San Miguel Community Services District (“District”) executed an employment agreement to hire Robert Roberson as the Interim General Manager on June 10, 2017 (“Interim General Manager Agreement”); and

WHEREAS, District executed First Amendment to the Interim General Manager Agreement on February 22, 2018; and

WHEREAS, District executed an employment agreement to hire Robert Roberson as Fire Chief on September 25, 2015, for a term of three (3) years (“Fire Chief Agreement”);

WHEREAS, District is executing a new employment agreement with Robert Roberson as Fire Chief / Interim General Manager on entered into this day of July, 2021, for a term of one (1) year from the Effective Date (“Term”), with a mutual option to extend the Agreement for one (1) additional year. No later than three (3) months prior to the expiration of the Term, the Board shall provide written notice to Employee as to whether the Board intends to extend the Term;

WHEREAS, the Interim General Manager Agreement and Fire Chief Agreement details the terms and conditions of his employment as Interim General Manager; and

WHEREAS, Exhibit A: General Manager Job Description; and Exhibit B Fire Chief Job Description; and

WHEREAS, the Board of Directors seeks to approve the Agreement.

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, adopt this Resolution approving the Employment Agreement For Interim General Manager/Fire Chief Robert Roberson and the San Miguel Community Services District, attached hereto as Exhibit C.

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

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

the foregoing Resolution is hereby passed and adopted this 22nd day of July, 2021.

Ashley Sangster, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel

Tamara Parent, Board Clerk

1. Exhibit A: General Manager Job Description
2. Exhibit B: Fire Chief Job Description
3. Exhibit C: 7-2021 Contract Agreement R. Roberson & SMCS D



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

July 2021

AGENDA ITEM: XI-3

SUBJECT: Fire Department Temporary Housing Unit Continuation.

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

Assistant Chief Young was out on wildland fire and will have verbal update for meeting.

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.

Follow-up:

STAFF RECOMMENDATION.

FISCAL IMPACT:

No additional financial impact has result of this project.

PREPARED BY: T. Parent for Scott Young

APPROVED BY: Rob Roberson



San Miguel Community Services District

Board of Directors Staff Report

July 22nd 2021

AGENDA ITEM: XI-4

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

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

CURRENT STATUS:

WWTF

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

COMPLIANCE – Based on the 1st quarter 2021 testing the plant is out of compliance for a single sample and is out of compliance for the 6-sample average in regard to TDS, Sodium and Chloride

FLOW – In *June* the plant averaged 143,399 gallons per day (72% of hydraulic design capacity) with a max day of 167,486 gallons (84% of hydraulic design capacity)

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

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

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

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

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

AERATOR PROJECT

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

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

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

FUNDS EXPENDED

Total Costs incurred to date

- Property acquisition - \$240,140 (Paid with Capital Funds not covered under any grant FY2016-17)
- Planning - \$177,740 (Reimbursed through the IRWM DAC Grant)
- Engineering / Environmental - \$140,684 (Reimbursable through the DWR CWSRF Grant)

GRANT FUNDING

Awarded

- Integrated Regional Water Management (IRWM) Prop 1 DAC -- \$177,750 for Wastewater plant upgrade analysis, basin recharge study.
- State Revolving Fund (CWSRF) -- \$250,000 for project design, engineering, and environmental studies – The District received the agreement for this grant in November 2019. The grant is retroactive to 2017. As of March 31, 2020, a total of \$140,684 has been expended.

Applied for/ to

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

NEXT STEPS:

WWTF

Based on discussions with the DE, we have initiated the final design phase for the recommended WWTP upgrade and expansion design alternative. We have scheduled completion of the final design and the preparation of the Construction / Bidding Documents by end of June 2021. On April 23, 2020, the Board awarded a contract to Dudek for Environmental Studies as required for CEQA/NEPA Compliance for the recommended WWTP upgrade and expansion design alternative. The timing of the environmental compliance & permitting work will coincide with the completion of the final design phase. Under our currently planned schedule, the District should plan on initiating the process of obtaining financing for the WWTP upgrade and expansion project during the third quarter of 2021, with the goal of having financing in place to advertise and award a construction project in 4th Quarter 2021.

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

AERATOR PROJECT

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

COUNT DOWN CLOCK

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

Time remaining— -4 months (We have met with the Waterboard to discuss the project progress and schedule.)

FISCAL IMPACT

No impact resulting from this information.

RECOMMENDATION

This item is for information and discussion only.

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

PREPARED BY:

Kelly Dodds

Kelly Dodds, Director of Utilities

Blaine Reely

Blaine Reely, Monsoon Consultants