



BOARD OF DIRECTORS

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

THURSDAY, JULY 28th, 2022 6:00 P.M. Closed Session 7:00 P.M. Opened Session BOARD OF DIRECTORS REGULAR MEETING AGENDA

SMCSD Boardroom - 1150 Mission St.
San Miguel, CA 93451

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 72 hours in advance will enable the CSD to make reasonable arrangements to ensure accessibility to this meeting.

Public Comment: Sign in sheet at podium for public comment.
Comments are **limited to three (3) 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 item VII "Public Comment and Communications for items not on the agenda". Person(s) who wish to submit written correspondence, may do so at www.sanmiguelcsd.org. All correspondence is distributed to each Board of Director and will become part of the record of that Board Meeting. Any member of the public may address the Board of Directors on items on the Consent Calendar.

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

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

- I. **Call to Order: 6:00 PM**
- II. **Roll Call:** *Gregory*___ *Kalvans*___ *Roney*___ *Palafox*___ *Lara*___
- III. **Approval of Regular Meeting Agenda:**

M _____ S _____ V _____

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

Time: _____

A. CLOSED SESSION AGENDA:

1. PUBLIC EMPLOYMENT

Title: General Manager; Public Employee Appointment Section GC 54957:5

2. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1

3. CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation Pursuant to

Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*

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

VI. Report out of Closed Session

Time: _____

1. Report out of closed session by District General Counsel (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 sign in with name and address at podium.

VIII. Special Presentations/Public Hearings/Other: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

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

District Staff & Committee Reports:

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

X. CONSENT CALENDAR:

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

1. Approve Draft Board Meeting Minutes

- A. 4-28-2022 Regular Board Meeting Minutes Draft
- B. 5-26-2022 Regular Board Meeting Minutes Draft
- C. 6-23-2022 Regular Board Meeting Minutes Draft
- D. 7-7-2022 Special Board Meeting Minutes Draft

2. Approve RESOLUTION 2022-42 approving participation in the Desalination Executable Solution and Logistics (DESAL) plan.

3. Authorize release of Request for Qualification/ Proposal for the Water and Wastewater Masterplan update.

Public Comments on all Consent Items: (Hear public comments prior to Board Action) M___S___V___

XI. BOARD ACTION ITEMS:**1. Review, Discuss and Receive the Enumeration of Financial Reports for June 2022 (Hido)**

- A. Claims Detail Report
- B. Statement of Revenue Budget vs Actuals
- C. Rev Budget vs Actual Summary
- D. Statement of Expenditures Budget vs Actual
- E. Cash Report
- F. Investment Portfolio Report June
- G. Investment Portfolio Report Q2

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

2. Review and Adopt RESOLUTION 2022-38 Amending the District's Conflict of Interest Code (Parent)

Recommendation: Review and approve amendment to the current policy and adopt RESOLUTION 2022-38. As a follow up action, staff will submit proof of the Conflict of Interest Code review and the updated Designated Positions List to the San Luis Obispo Board of Supervisors.

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

3. Review and approve RESOLUTION 2022-43 authorizing the Director of Utilities to contract with Wallace Group to provide engineering, design and project management services for the Machado Wastewater Treatment Facility upgrade in an amount not to exceed \$798,128 and authorize a budget adjustment to the Wastewater Department with corresponding transfers from Capital Reserves. (Object 587 – Project 20001). (Dodds)

Recommendation: Approve RESOLUTION 2022-43 authorizing the Director of Utilities to contract with Wallace Group for engineering, design and project management services for the Machado Wastewater Treatment Facility upgrade and corresponding budget adjustment and transfer.

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

4. **Discuss and approve RESOLUTION 2022-39 changing the District Board of Directors meeting location from 1150 Mission Street San Miguel to 601 12th Street San Miguel.** (Dodds)

Recommendation: Approve RESOLUTION 2022-39 temporarily changing the District Board of Directors meeting location from 1150 Mission Street San Miguel to 601 12th Street San Miguel

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

5. **Review and approve RESOLUTION 2022-40 amending Chapter 11: Order of Business, of the San Miguel Community Service District Board Members' Handbook.** (Dodds)

Recommendation: Approve RESOLUTION 2022-40 amending Chapter 11: Order of Business, of the San Miguel Community Service District Board Members' Handbook

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

6. **Review and approve RESOLUTION 2022-41 authorizing the Director of Utilities to enter into contracts to install a temporary modular office at the Machado WWTF and to relocate Administrative and Utility Office Staff to the Machado WWTF with corresponding Budget Adjustments.** (Dodds)

Recommendation: Approve RESOLUTION 2022-41 authorizing the Director of Utilities to enter into contracts to relocate the Administrative and Utility Personnel to temporary modular offices at the Machado WWTF with corresponding Budget Adjustments.

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

7. **Discussion on Status of Fire Department Code Enforcement Violation** (Young/Roberson)

Recommendation: Discuss the status and next steps of the Fire Department Code Enforcement Violation

Public Comments: (Hear public comments)

8. **Discussion of Status of 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)

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

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

Public Comments: (Hear public comments)

XII. BOARD COMMENT:

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

XIII. ADJOURNMENT TO NEXT REGULAR MEETING

ATTEST:

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

I, Tamara Parent, Board Clerk of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCS D office on July 21, 2022

Date: July 21, 2022

Raynette Gregory, SMCS D Board President 2022
Rob Roberson, Fire Chief/Interim General Manager
Tamara Parent, SMCS D Board Clerk



San Miguel Community Services District

UTILITY STATUS REPORT

6-17-2022 Thru 7-22-2022

AGENDA ITEM# IX.6

Well Status:

- Well 4 is fully operational – Well Level 105.9’ 7/18/2022 (STATIC)
- Well 3 is fully operational – Well Level 112.25’ 7/18/2022 (STATIC)
- SLT well is fully operational
- **Total combined average running hours per day (11.28)**
(threshold for stage 1 resource severity level determination is 17 hours per day)

Water System status:

Water leaks this month:0 This calendar year: 1

Water related calls through the alarm company after hours this month: 0 This Year: 2

- .

Sewer System status:

Sewer overflows this month: 0 this year: 1

Sewer related calls through the alarm company this month: 0 This Year: 1

- Video inspection of all sewer lines is in progress as time permits.

WWTF status:

- Notice of Intent (NOI) for new general order permit from the Waterboard is in progress.
 - NOI was submitted and we are awaiting a response from the Waterboard

State Water Resources Control Board (SWRCB):

- .

Division of Water Resources (DWR):

- .

Billing related activity:

- **Total active accounts (at the time of this report)**
 - 906 water accounts
 - 816 wastewater accounts
- **Overdue accounts (at the time of this report)**
 - 9 accounts 60 days past due
- **Accounts on a Payment Arrangement Agreement**
 - 4 accounts have started the arrangement
- **Service orders (for prior month)**
 - 17 service orders issued and completed

Lighting status:

Mission street Landscaping:

- .

Solid Waste:

Mattress recycling

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

E-Waste collection

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

Held a cleanup day 6/25, sponsored by CalTrans Clean California. Filled 2-40 yrd rolloffs with solid waste and 1 ½-40 yrd rolloffs with metal, and collected 35 mattresses. Overall was a positive event for the community.

SB-1383:

- All documents have been signed and accepted by IWMA for the restated JPA and MOA as well as the necessary ordinances.

Project status:

- **CAL OES Generator Project** (20002) started October 2019/ completed July 2022
 - (100% GRANT FUNDED).
 - All generators are installed, and in service.
- **Replacement water tank and pump station on east side of river/ water line replacement.** (21007) started February 2022
 - (POTENTIALLY GRANT FUNDED)
 - Project was proposed to the RWMG to be included in the IRWM round 2 funding.
 - Working on other funding opportunities for this project.
- **Study to determine condition and I&I of the existing sewer collection system** (21008) started February 2021
 - (100% GRANT FUNDED)
 - Application is in review by DFA awaiting award approval.
- **Mission Gardens Replacement Generator Project** (21001) started January 2022
 - (FUNDED WITH SURCHARGE FEES).
 - Generator was received and waiting for installation.
 - Natural gas line installed.
- **Cost of Service Rate Study** (22005) started June 2022
 - Held preliminary meeting with Bartle Wells Associates (BWA)

Board requested information:

- .

Staffing

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

SLO County in San Miguel:

- County published their annual report outlining the roads to be overlaid or surfaced. None of the streets within the District are on the list this year. Though they will be surfacing Indian Valley, Cross Canyon, and Estrella.

Caltrans in San Miguel:

- .

Kelly Dodds

Kelly Dodds

Director of Utilities

Date: July 28th 2022

San Miguel Community Services District Board of Directors Meeting



Staff Report

July 28, 2022

AGENDA ITEM: IX 7

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

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

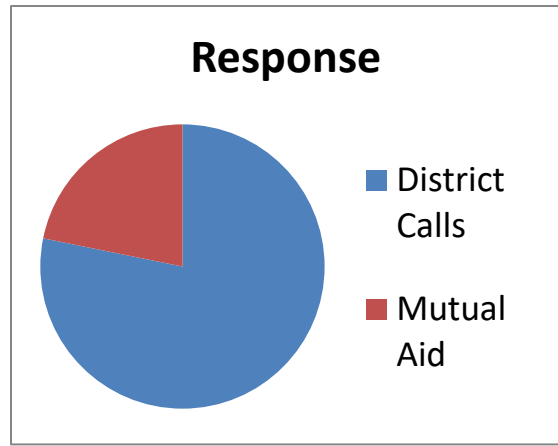
INCIDENT RESPONSE:

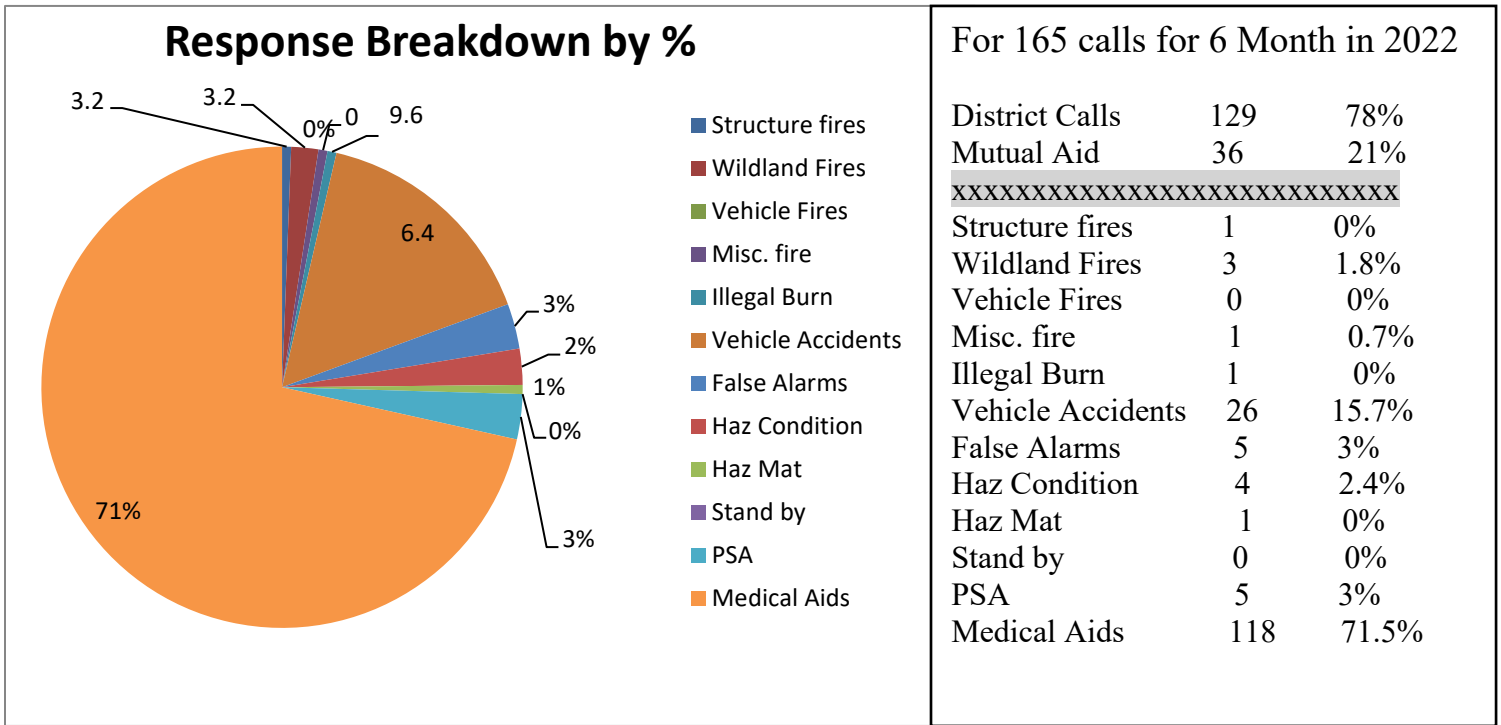
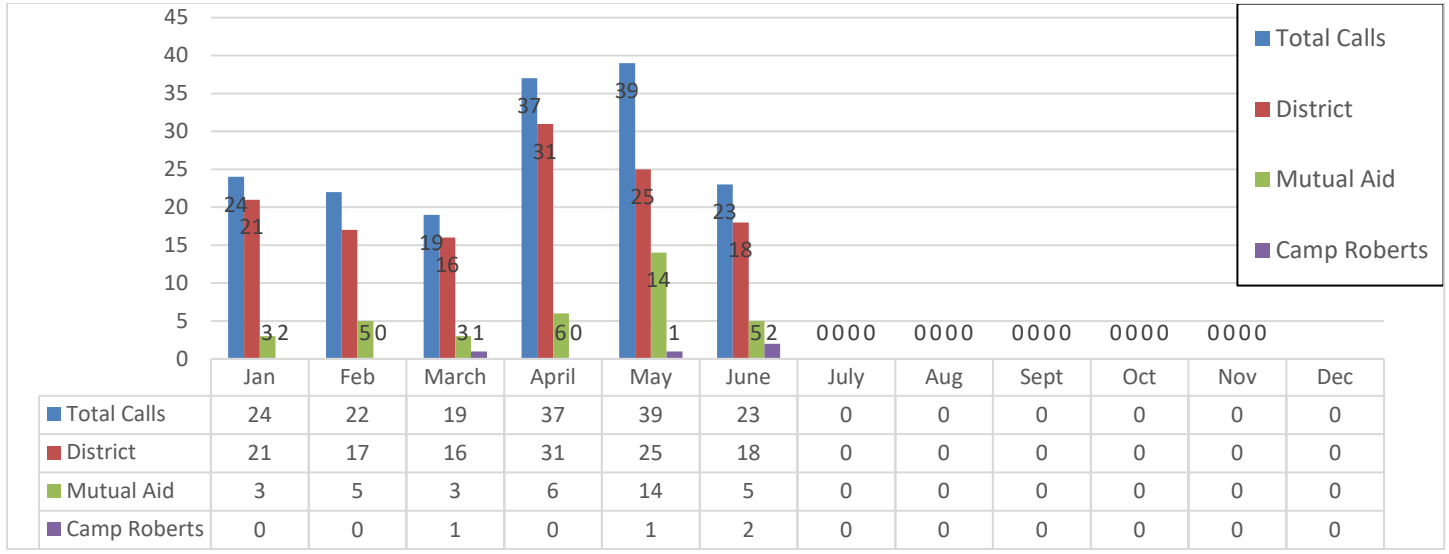
- Total Incidents for June 2022 **23**
- Average Calls for per 6 Months in 2022 **27.5**
- Total calls for the year to date **165**

Emergency Response Man Hours in May = 77	Total	523
Stand-By Man Hours for May = 1	Total	<u>17</u>
	Total hr.	540

Emergency Response Man Hours = **3.34 hr.** Per call for June **3.1** Per call for the year
 Stand-By Average per Call = **.04** Per call for, June **.10** Per call for the year

June YTD 165 calls	
District calls	129 = 78%
Mutual aid calls	36 = 21%
Assist Camp Roberts	4 = .02%





Personnel:

- We currently have 13 Active Members.
- 1 Chief
- 1 Asst. Chief/ Prevention Officer
- 0 Fire Captains
- 1 Engineers
- 12 Firefighters
- 4 EMT
- 9 FR

Fire Department Financial overview

May 2022

Beginning - **\$1,051,955.71**

Received - \$110,575.72 = \$1,162,531.43

Transferred in - \$26,524.22 = \$1,189,055.65

Disbursed - 0 = \$1,189,055.65

Transferred Out - \$63,073.09 = **\$1,125,982.56**

June 2022

Beginning - **\$1,125,982.56**

Received - \$7,161.95 = 1,133,144.51

Transferred in - \$19,916.15 = \$1,153,060.66

Disbursed - 0 = \$1,153,060

Transferred Out - \$96,088.49 = **\$1,056,972.17**

Equipment:

- All equipment is in service

Activities:

- Actively recruiting new Pay Call Firefighters. 3 new members
- Actively working within the COVID standards.
- Temporary Housing Unit permit has been submitted.
- Working on the Temporary Housing Unit Installation.
- Working on the Fire Department Strategic Master Plan with BHI.
- Working on facility plans for Phase 2 Apparatus Bay and Phase 3 Fire Station Remodel design.

Information:

- Fire Prevention Report.

County Fire Chiefs Meeting Report: No Report

Prepared By:

Rob Roberson / Scott Young

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

FIRE EQUIPMENT

2022 MILEAGE / FUEL REPORT

IX-7

Mileage/ Fuel	January		February		March		April		May		June		Total		Avg. MPG
Diesel	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696	13	0	34	19	43	0	134	20	130	43.1	106	26	460	108	4.3
E-8668	88	14	32	23	68	25	276	15	150	59	144	72.2	758	208	3.6
P-8651	65	30	26	0	65	40	93	23	104	7	39.7	6.2	392.6	106	3.7
6 Month Total												1610.6	423	3.8	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	233	18	111	9	317	21	1263	83	174	13	1566	71	3879.3	215	18.0
C-8601	266	19	201	32	330	0	327	34	190	0	921	103	2235	188	11.9
C-8600	460	30	303	28	174	0	353	36	555	24	387	34	2232	152	14.7
6 Month Total												8346.3	555	15.1	

Mileage / Fuel	July		August		September		October		November		December		Total		Avg. MPG
Diesel	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696	0	0	0	0	0	0	0	0	0	0	0	0	460	108	4.3
E-8668	0	0	0	0	0	0	0	0	0	0	0	0	758	208	3.6
P-8651	0	0	0	0	0	0	0	0	0	0	0	0	392.6	106	3.7
12 Month Total												1610.6	423	3.8	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	0	0	0	0	0	0	0	0	0	0	0	0	3879.3	215	18.0
C-8601	0	0	0	0	0	0	0	0	0	0	0	0	2235	188	11.9
C-8600	0	0	0	0	0	0	0	0	0	0	0	0	2232	152	14.7
12 Month Total												8346.3	555	15.1	

OC

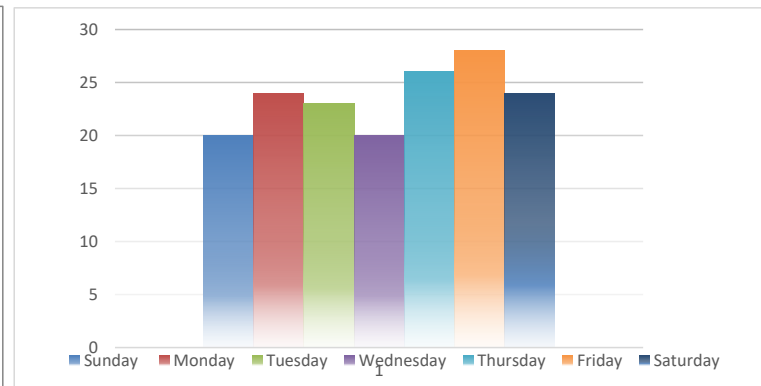
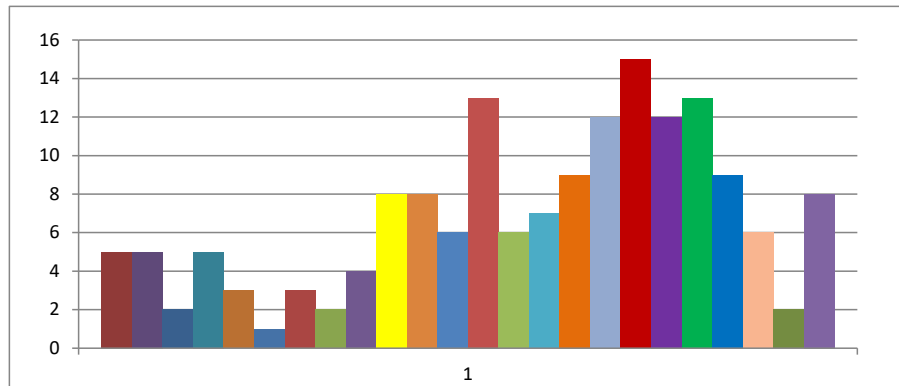
YTD 2021 Total	mi.	gal.	Avg. MPG
Diesel	1610.6	423	3.8
Gas	8346.3	555	15.1


Call per time of day and day of the week 2022

IX-7

	After Hours					CSD Work Hours										Off Hours										
	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total	
Sunday	1	0	1	0	1	0	0	0	1	0	1	1	2	2	1	0	2	3	0	2	1	1	0	0	20	12%
Monday	1	1	0	1	1	0	0	1	2	1	1	3	1	0	1	2	1	3	1	0	0	0	1	2	24	14%
Tuesday	1	1	1	2	1	1	1	0	1	1	2	1	0	0	0	3	1	2	1	1	1	0	1	0	23	13%
Wednesday	0	1	0	0	0	0	0	0	0	0	0	0	5	2	0	1	2	1	2	2	2	1	0	1	20	12%
Thursday	0	0	0	2	0	0	2	1	0	4	1	0	1	2	3	1	1	1	2	3	1	1	0	0	26	15%
Friday	1	1	0	0	0	0	0	0	0	1	2	0	3	0	2	1	2	1	2	3	4	1	0	4	28	16%
Saturday	1	1	0	0	0	0	0	0	0	1	1	1	1	0	0	1	3	4	4	2	0	2	1	1	24	14%
Hour Total	5	5	2	5	3	1	3	2	4	8	8	6	13	6	7	9	12	15	12	13	9	6	0	8	165	
	3%	3%	1%	3%	1%	%	1%	1%	2%	4%	4%	3%	7%	3%	4%	5%	7%	9%	7%	7%	5%	3%	0%	4%	87%	

Total calls during CSD Work Hours	50	30%	8am to 8pm	34	20%
Total calls during Off time and weekends	115	69%			
After Hours calls 22:00 to 06:00	32	19%			
Total Weekend Calls	44	26%			
Total Calls Monday thru Friday	121	73%			



	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		TOTAL		
	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	
Structure Fires	0	0	0	0	0	0	0	0	0	0	0	1														0	1
Veg. Fires	0	0	0	0	0	0	0	0	1	2	0	0														1	2
Vehicle Fires	0	0	0	0	0	0	0	0	0	0	0	0														0	0
Misc. Fires	0	0	0	0	0	0	1	0	0	0	0	0														1	0
Illegal Burning	0	0	0	0	0	0	0	0	0	0	1	0														1	0
Vehicle Accidents	2	0	4	3	1	1	4	2	4	3	1	1														16	10
False Alarms	1	0	0	0	0	0	1	1	0	0	2	0														4	1
Hazardous Condition	0	0	2	0	0	0	0	0	1	1	0	0														3	1
Hazardous Materials	0	0	0	0	0	0	1	0	0	0	0	0														1	0
Standby	0	0	0	0	0	0	0	0	0	0	0	0														0	0
Pub.Svc.Asst.	1	0	0	0	3	0	1	0	0	0	0	0														5	0
Medical Aids	18	3	11	2	12	2	23	3	19	8	14	3														97	21
Call TOTALS	22	3	17	5	16	3	31	6	25	14	18	5	0	0	0	0	0	0	0	0	0	0	0	0	0	129	36
	25		22		19		37		39		23		0		0		0		0		0		0		165		
<i>CPR</i>	0	0	0	0	0	0	0	0	0	0	0	0														0	0
Mutual Aid SLO/Mon.	2	0	5	0	3	0	6	0	13	0	5	0															34
Camp Bob Asst.	0		0		1		0		1		2																4
Average Calls Per	<i>Month</i>		27.5	<i>Day</i>	0.9	<i>SLO Co. MA</i>					34	<i>Montrey Co. MA</i>					0	<i>CPR TOTAL</i>					0				

San Miguel Fire Department

San Miguel, CA

This report was generated on 7/21/2022 9:52:18 AM



Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 06/01/2022 | End Date: 06/30/2022

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Young, Scott P					
06/01/2022 08:30:00	06/01/2022 17:00:00	DAYBOOK	SMF 1		8.50
06/01/2022 08:30:00	06/01/2022 17:00:00	DAYBOOK	SMF 1		8.50
06/03/2022 18:36:00	06/03/2022 19:01:00	INCIDENT	E8668	Incident 2022-143 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1425 Mission ST	0.42
06/05/2022 08:30:00	06/06/2022 08:30:00	DAYBOOK	8601		24.00
06/05/2022 16:09:00	06/05/2022 16:17:00	INCIDENT	E8696	Incident 2022-145 - Motor vehicle accident with no injuries.: Apparatus E8696 responded to 7700 S Highway 101	0.13
06/06/2022 08:30:00	06/07/2022 08:30:00	DAYBOOK	SMF 1		24.00
06/06/2022 22:11:00	06/06/2022 22:35:00	INCIDENT	E8668	Incident 2022-146 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 587 11th ST	0.40
06/07/2022 08:30:00	06/07/2022 17:00:00	DAYBOOK	SMF 1		8.50
06/07/2022 15:55:00	06/07/2022 17:36:00	INCIDENT	E8696	Incident 2022-147 - Building fire: Apparatus E8696 responded to 207 Nighthawk DR	1.68
06/08/2022 08:00:00	06/08/2022 11:30:00	DAYBOOK	8601	FI210 refresher with SLOFIST in Atascadero	3.50
06/08/2022 08:30:00	06/08/2022 19:00:00	DAYBOOK	SMF 1		10.50
06/08/2022 12:16:00	06/08/2022 12:33:00	INCIDENT	E8668	Incident 2022-149 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 965 Mission ST	0.28
06/09/2022 08:30:00	06/09/2022 17:00:00	DAYBOOK	SMF 1		8.50
06/09/2022 17:13:00	06/09/2022 17:26:00	INCIDENT	E8696	Incident 2022-150 - Motor vehicle accident with injuries: Apparatus E8696 responded to S Highway 101 HWY	0.22
06/12/2022 12:30:00	06/13/2022 08:30:00	DAYBOOK	8601		20.00
06/13/2022 08:30:00	06/14/2022 08:30:00	DAYBOOK	SMF 1		24.00
06/14/2022 08:30:00	06/15/2022 08:30:00	DAYBOOK	SMF 1		24.00
06/14/2022 11:38:00	06/14/2022 12:05:00	INCIDENT	E8668	Incident 2022-153 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1428 K ST	0.45
06/14/2022 18:00:00	06/14/2022 22:00:00	DAYBOOK		Firefighter Training: Water Supply Lead Instructor: Young, Scott P	4.00
06/15/2022 08:30:00	06/15/2022 17:00:00	DAYBOOK	SMF 1		8.50
06/15/2022 13:26:00	06/15/2022 13:30:00	INCIDENT	E8696	Incident 2022-154 - Motor vehicle accident with no injuries.: Apparatus E8696 responded to N Highway 101	0.07
06/16/2022 08:30:00	06/16/2022 17:00:00	DAYBOOK	SMF 1		8.50
06/17/2022 14:30:00	06/17/2022 16:30:00	DAYBOOK	8601	Meeting with Debra Vierra	2.00
06/17/2022 20:06:00	06/17/2022 20:30:00	INCIDENT	E8668	Incident 2022-156 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1499 L ST	0.40
06/19/2022 08:30:00	06/20/2022 08:30:00	DAYBOOK	8601		24.00
06/19/2022 12:29:00	06/19/2022 12:41:00	INCIDENT	E8668	Incident 2022-157 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to Camp Roberts #209	0.20
06/20/2022 04:54:00	06/20/2022 05:38:00	INCIDENT	E8668	Incident 2022-158 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 610 Armand AVE	0.73
06/20/2022 08:30:00	06/21/2022 08:30:00	DAYBOOK	SMF 1		24.00
06/21/2022 08:30:00	06/21/2022 22:00:00	DAYBOOK	SMF 1		13.50
06/21/2022 18:00:00	06/21/2022 22:00:00	DAYBOOK		Firefighter Training: Scene Size up Lead Instructor: Young, Scott P	4.00
06/22/2022 09:00:00	06/22/2022 17:00:00	DAYBOOK	SMF 1		8.00
06/22/2022 12:03:00	06/22/2022 12:22:00	INCIDENT	E8668	Incident 2022-159 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 850 Sebastian CT	0.32
06/22/2022 12:15:00	06/22/2022 12:32:00	INCIDENT	E8668	Incident 2022-160 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 775 Mission ST	0.28

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



START	END	LOG TYPE	APPARATUS	NOTES	HOURS
06/23/2022 08:30:00	06/23/2022 22:30:00	DAYBOOK	SMF 1		14.00
06/26/2022 08:30:00	06/27/2022 08:30:00	DAYBOOK	8601		24.00
06/27/2022 08:00:00	06/27/2022 17:00:00	DAYBOOK	8601	Forensic Fire Death Investigations Course	9.00
06/27/2022 17:00:00	06/28/2022 08:30:00	DAYBOOK	8601		15.50
06/28/2022 08:00:00	06/28/2022 17:00:00	DAYBOOK	8601	Forensic Fire Death Investigations Course	9.00
06/28/2022 17:00:00	06/28/2022 22:00:00	DAYBOOK	SMF 1		5.00
06/29/2022 08:00:00	06/29/2022 17:00:00	DAYBOOK	8601	Forensic Fire Death Investigations Course	9.00
06/30/2022 08:00:00	06/30/2022 17:00:00	DAYBOOK	8601	Forensic Fire Death Investigations Course	9.00
Total Hours for: Young, Scott P					360.58
Total of all Personnel Hours					360.58

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





Certificate of Completion

Scott Young

Has completed a 40 hour tested course on
Forensic Fire Death Investigation

Presented by

The San Luis Obispo Fire Investigation Strike Team
The San Luis Obispo County Sheriff's Office / Coroner's Division
June 27th through July 1st, 2022

Elayne J. Pope, Ph.D.
Forensic Anthropologist

Jeremy Davis, CFI
CEO of SLOFIST



BOARD OF DIRECTORS

Raynette Gregory, President Anthony Kalvans, Vice-President

Ward Roney, Director Hector Palafox, Director Crystal Lara, Director

REGULAR MEETING MINUTES

**6:30 P.M. Closed Session 7:00 P.M. Opened Session
SMCSD Boardroom 4-28-2022**

I. **Call to Order:** 6:38 PM Video part 1/ Time: 0

II. **Roll Call:** *Kalvans Roney Palafox Lara Gregory* ABSENT: *none*

III. **Approval of Regular Meeting Agenda:**
 Motion by: Director Kalvans
 Second by: Director Palafox
 Motion: Voice Vote

Board Members	Ayes	Noes	Abstain	Recuse	Absent
R. Gregory	x				
A. Kalvans	x				
H. Palafox	x				
W. Roney	x				
C. Lara	x				

Public Comment for items on closed session agenda None

IV. **ADJOURN TO CLOSED SESSION: 6:31 PM**
 A. **CLOSED SESSION AGENDA:**
 1. **PUBLIC EMPLOYMENT**
 Title: Interim General Manager; Pursuant to Government Code Section 54954.5
 2. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**
 Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1

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

VI. **Report out of Closed Session Approximately 7:00 PM** Video part 1/ Time: 0:41
 Time: 7:04 PM
 1. Report out of closed session by District General Counsel (WhiteBrenner, LLP)
 Direction was given to staff, no reportable action

VII. **Public Comment and Communications for items not on the Agenda:** Video part 1/ Time: 3:06
 Owen Davis: Spoke about March 24th certified letter, directed to Director Gregory
 Director Kalvans called "Point of Order"
 Director Gregory voiced that she will not use her personnel phone for District business, please use the District email

VIII. **Special Presentations/Public Hearings/Other:** Video part 1/ Time: 22:09
 1. **PUBLIC HEARING:** To consider approving an Ordinance 01-2022 of the San Miguel Community Services District Board of Directors adopting a Mandatory Solid Waste, Organic Waste, and Recycling Materials Rules and Regulations.

Item presented by Director of Utilities Kelly Dodds, explaining that the District has secured a small population waiver from the State of California, but there was not enough time to get the language for this Ordinance, it will be brought back as a resolution that will amend this Ordinance. The State of California enacted SB1383, the Short-Lived Climate Pollutant Reduction Act of 2016 an unfunded mandate which obligates community services districts who provide collection and disposal of solid waste to adopt updated mandatory solid waste, organic waste and recycling rules, and regulations. Notably, the law requires the District to enact mandatory composting rules and obligate its customers to separate food waste from other waste for collection. Such rules must be enacted so they can go into effect by July 1, 2022

Board Comment: Director Kalvans voiced that he doesn't like unfunded mandates from Sacramento

Public Comment: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- 1. San Luis Obispo County: Report Attached Video part 1 Time: 14:08
San Luis Obispo County Sheriff gave verbal report for March 2022 call statistics.

Board Comment: Director Kalvans asked if San Miguel had higher call volumes in certain areas. Sherriff explained that they do not keep statistics on that.

Public Comment: None

- 2. Camp Roberts—Army National Guard No Report Video part 1 Time: 19:29

Board Comment: None

Public Comment: None

- 3. Community Service Organizations: Lion's Club Video part 1 Time: 19:29
Mr. Kalvans explained that the Lion's Club will not be participating in the Fireworks sales this year.

Board Comment: None

Public Comment: None

District Staff & Committee Reports:

- 4. Interim General Manager : Report Attached Video part 1 Time: 20:29

Mr. Roberson gave COVID update, auditor RFP update, Strategic Plan is scheduling a staff work session, and that first reading of FY 22-23 Budget is tonight. Mr. Roberson welcomes any questions.

Board Comment: None

Public Comment:

Ashley Sangster spoke about the purchasing process for the Temporary Housing Unit (THU) for the Fire Department. Director Gregory asked if Mr. Roberson would like to comment on that. Mr. Roberson explained the process and the outcome of the RFP for the THU.

- 5. District General Counsel: Counsel Goldstein has nothing to report at this time Video part 2 Time: 4:51

Board Comment: None

Public Comment: None

- 6. Director of Utilities: Report Attached Video part 2 Time: 5:44

Mr. Dodds explained that he has received a request for sampling for COVID from CDC, and this will be at a no cost to the District. Cal Rural water working on getting a grant from DWR to survey sewer lines. Information about new developments was presented.

Board Comment:

Director Kalvans asked about the new developments and the landscaping requirements that he would like to see, discussion ensued about shade trees and tax revenue.

Director Gregory asked questions about the Wastewater COVID testing accuracy, population and how many small areas are participating, advisory council, district positions. Discussion ensued.

Public Comment: None

- 7. Fire Chief: Report Attached Video part 2 time: 16:20

Report is submitted as written. Getting ready for Wildfire Season, staffing

Board Comment: None

Public Comments for all reports: None

X. Consent Calendar: Video part: 2 Time: 17:31

- 1. Review and Approve Board Meeting Minutes**
 - A. 2-24-2022 Regular Board Meeting Minutes Draft
- 2. Approve RESOLUTION 2022-15 Declaring Hazardous Weeds a Public Nuisance within the District**
- 3. Approve RESOLUTION 2022-16 adopting a standard Water and Wastewater Application for Service and an Application for 24-hour turn on.**
- 4. Approve RESOLUTION 2022-17 adopting a REVISED fee schedule for Water Meters, Notices, and other services and or Repair Installation Services provided by the District.**
- 5. Approve RESOLUTION 2022-18 authorizing E-signatures.**

Board Comment: None

Public Comment: Ashley Sangster asked questions about item 4

Motion by: Director Palafox

Second by: Director Kalvans

Motion: Approve Consent Calendar by Vote.

5/0/0

XI. Board Action Items: Video part 2 Time: 21:45

- 1. Review, Discuss and Receive the Enumeration of Financial Reports for March 2022 (Hido)**
 - A. Claims Detail Report
 - B. Statement of Revenue Budget vs Actuals
 - C. Rev Budget vs Actual Summary
 - D. Statement of Expenditures Budget vs Actual
 - E. Cash Report
 - F. Investment Portfolio
 - G. Q1 Investment Portfolio Report

Michelle Hido, Financial Officer presented March Financials with note that Q3 2021 has been completed, CPA has been in to review Payroll, and preaudit is being worked on.

Board Comment:

Kalvans asked if Laverne Buckman was the same as Mr. Buckman, Director who was on the past CSD Board.

Public Comment:

Laverne Buckman had a written comment about financials

Board consensus is to re-open Public comment

Owen Davis spoke about Mrs. Buckman's comment

General Manager Rob Roberson spoke about fiscal year financials, Discussion ensued

Discussion about CSDA District Transparency ensued.

Motion by: Director Palafox

Second by: Director Gregory

Motion: Review and File Financial Reports for March 2022

Board Members	Ayes	Noes	Abstain	Recuse	Absent
C. Lara	X				
A. Kalvans	X				
H. Palafox	X				

W. Roney	X				
R. Gregory	X				

Discussion Item Only

Video part 3 Time: 0:00

2. Consider Adoption of Ordinance 01-2022 of the San Miguel Community Services District to Adopt Mandatory Solid Waste, Organic Waste and Recycling Materials Rules and Regulations. (Dodds/Dervin)

Recommendation: Adoption Ordinance 01-2022 Adopting Mandatory Solid Waste, Organic Waste, and Recycling Materials Rules and Regulations

Board Comment:

Director Lara asked question about the consequences of not passing this Ordinance. Discussion ensued

Public Comment:

None

Motion by: Director Roney

Second by: Director Palafox

Motion: To adopt Ordinance 01-2022 as written

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

5/0/0

Video part: 3 Time: 3:00

3. Review and approve RESOLUTION 2022-19 authorizing Staff to prepare and deliver a Notice of Public Hearing to consider increasing Solid Waste Collection Rates by 8.59% pursuant to Proposition 218. (Dodds)

Recommendation: Approve RESOLUTION 2022-19 authorizing Staff to prepare and deliver a Notice of Public Hearing to consider increasing commercial solid waste collection rates.

Board Comment:

Director Kalvans asked if SMG had anything to add. Mr. Kardashian from SMG spoke on the increase. Mr. Kalvans asked about average size of garbage cans in San Miguel.

Director Gregory has discussion about inflation and projected costs, calculations of audits and labor cost.

Director of Utilities clarified that the increase is for all services.

Public Comment:

None

Motion by: Director Roney

Second by: Director Gregory

Motion: Approve resolution 2022-19

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

5/0/0

Video part 3 Time: 12:54

4. **Review and discuss proposed Fiscal Year 2022-2023 Operation and Maintenance Budget and Project Budget for San Miguel Community Service District. (Hido/Roberson)**

Recommendation: Review, discuss and provide feedback on FY 2022-23 Operation and Maintenance Budget and Project Budget.

Board Comment:

Director Kalvans voiced that he has ideas about Projects Budget, and would like more time to look at the projects. Discussion ensued.

Director Lara voiced that she needed more time to review

Director Roney voiced that there is a lot to look at and will be looking forward to May meeting.

Public Comment:

Owen Davis asked for a copy of the proposed Budget

Discussion Item Only

Video part 3 Time: 24:33

5. **Discuss and authorize the Director of Utilities to release an RFP for a Cost-of-Service Rate Study for Streetlighting and Landscaping, Wastewater, Water and Solid Waste. (Dodds)**

Recommendation: Through consensus, authorize the Director of Utilities to release a Cost-of-Service Rate Study.

Board Comment:

Director Roney spoke about the requirements of Prop 218

Director Kalvans asked questions about different rate structures and build out of the District, District strategic plan, and projects for infrastructure.

Director Gregory asked if the District itself could do a Rate Study? Director of Utilities made statement about transparency and needing qualified analysts of District needs.

Director Kalvans asked District General Council Doug White, about a land tax based property tax.

District Council Doug White voiced that it is a Legal issue, that would need to be researched.

Interim General Manager Rob Roberson discussed that this is a ongoing issue that Kalvans would like to discuss and reminded the Board that this is a discussion on releasing a RFP.

Director Kalvans spoke about the general property taxes, and discussion ensued

Council White asked for direction from the Board, if they have consensus to have Council look into standby charges.

Interim General Manager Rob Roberson called point of order. Should be discussed in Board Comment

Public Comment:

Ashley Sangster spoke; advising that it is not required by law to do a rate study, and raising rates.

Lavern Buckman had a written comment.

Owen Davis spoke about being against any increase

Motion by: Director Roney

Second by: Director Gregory

Motion: Approve releasing RFP for cost-of service rate study

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

4/0/0

Video part 5 Time: 6:20

6. Consider Extension of Employment Agreement with Interim General Manager/Fire Chief Rob Roberson (Dervin)

Recommendation: Approve RESOLUITON 2022-23 extending employment of Interim General Manager/Fire Chief Rob Roberson by exercising the option within his current employment agreement.

Board Comment:

Director Roney asked about Mr. Roberson retiring. Discussion ensued with Council White.

Public Comment:

Owen Davis spoke, that he thinks the District needs a full-time General Manager.

Ashley Sangster spoke about extension.

Motion by: Director Kalvans

Second by: Director Roney

Motion: Approve RESOLUITON 2022-23 extending employment of Interim General Manager

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

4/0/0/1

Video part 5 Time: 18:17

7. Discuss and appoint the District General Manager and Director of Utilities as real property negotiators for the sale and or trade of assessor parcel number 021-261-019. (Dodds)

Recommendation: Appoint the District General Manager and Director of Utilities as real property negotiators for the sale and or trade of assessor parcel number 021-261-019.

Board Comment:

Director Kalvans asked about the funding, and if the District could have a Public Partnership with the new owners.

Public Comment:

Owen Davis spoke about having the Director of Utilities in this negotiations, and GM.

Ashley Sangster spoke on the skill of negotiations

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Appoint District General Manager & Director of Utilities as real property negotiators for the sale or trade of Parcel # 021-261-019, and ask if a public partnership would be feasible.

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

4/1/0

Video part: 5 Time: 26:35

8. **Review and approve RESOLUTION 2022-20 authorizing the Director of Utilities to purchase and contract with CIO Solutions to replace computer hardware in an amount no to exceed \$24,000 and authorize a budget adjustment to all departments in an amount proportionate to their use of the hardware replaced. (object 475). (Dodds)**

Recommendation: Approve RESOLUTION 2022-20 authorizing the Director of Utilities to purchase hardware and contract with CIO Solutions to install and configure the hardware and authorizing a corresponding budget adjustment.

Board Comment:

Director Roney asked about the age of the current hardware

Director Lara asked for more of a list of items being purchased

Director Gregory asked about Software, and how many computers would be purchased. Discussion ensued

Director Lara asked for a list of items being purchased

Public Comment:

Dan Hido spoke of his experience with being in IT, and cost is reasonable and Cyber security is essential. Discussion ensued

Ashley Sangster spoke of a need of a list of purchase, and asked about hard drives

Arnold Kalvans spoke of his experience in IT services, and spoke of Cloud based servers

Motion by: Director Kalvans to table and bring back next month with a list of items

Second by: Director Palafox

Item tabled to next month

Video part 6 Time: 21:24

9. **Discuss acquiring an office trailer to be placed at the WWTF to serve as temporary District offices until permanent office space can be built at the WWTF or elsewhere (Dodds)**

Recommendation: Provide direction to staff.

Board Comment:

Director Roney would like more information

Director Kalvans discussed the future of the CSD and discussion ensued

Director Palafox, asked about the new treatment facility timeline. Discussion ensued about grant funding

Director Lara voiced that she would like to know the cost difference for staff to stay at fire station or leaving, discussion ensued. Director Lara spoke that staff should make due with the space they have.

Director Kalvans asked about the past punch list.

Director Gregory voiced that this is good information and that information is powerful

Director Roney spoke about being prepared for the future

Director Kalvans voiced that he would like more information

Public Comment:

Owen Davis spoke about the Fire Department Temporary Housing, and that should be used for District Staff

Ashley Sangster spoke about other expenses to house Staff.

Consensus of the Board is to get more information

Discussion Item Only

Video part 7 Time: 25:13

10. **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.

Board Comment:

None

Public Comment:

None

Discussion Item Only

Video part: 7 Time: 26:36

11. **Review and approve RESOLUTION 2022-24 authorizing the Director of Utilities to contract with Water Systems Consulting (WSC) to provide engineering, design and project management services for the Machado Wastewater Treatment Facility upgrade in an amount not to exceed \$1,202,404 and authorize a budget adjustment to the Wastewater Department with corresponding transfers from Capital Reserves. (Object 587 – Project 20001). (Dodds)**

Recommendation: Approve RESOLUTION 2022-24 authorizing the Director of Utilities to contract with WSC for engineering, design and project management services for the Machado Wastewater Treatment Facility upgrade and corresponding budget adjustment and transfer.

Board Comment:

Director Gregory spoke of a need for an RFP, and information is needed
 Director Roney spoke of cost
 Director Kalvans voiced he would like to get an RFP out, because of the cost
 Director Palafox asked if WSC was District Engineer, correct.
 Discussion ensued about sending out RFP

Public Comment:

Owen Davis voiced that he though that the design was already done.

Motion by: Director Kalvans

Second by: Director Palafox

Motion: To have Director of Utilities Kelly Dodds draft and release RFP

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

5/0/0

XII. BOARD COMMENT:

Video part 8 Time: 9:40

Director Kalvans voiced that he attended the CSDA conference
 Director Kalvans voiced that he would like to see the District get the Transparency Certificate from CSDA. Discussion ensued

 Director Kalvans asked to have the Board if District Council to review land based tax, and parcel tax
 Director Roney thanked the staff

XIII. ADJOURNMENT TO NEXT REGULAR MEETING

9:45 PM



BOARD OF DIRECTORS

Raynette Gregory, President
Ward Roney, Director

Hector Palafox, Director

Anthony Kalvans, Vice-President
Crystal, Lara

SPECIAL MEETING MINUTES
6:00 P.M. Closed Session 7:00 P.M. Opened Session
SMCSD Boardroom 05-26-2022

I. **Call to Order:** 6:10 PM NO VIDEO AVAILABLE: AUDIO MALFUNCTION ✓video part 1/ Time: 0

II. **Roll Call:** *Gregory, Kalvans, Palafox* ABSENT: Roney, Lara

III. **Approval of Regular Meeting Agenda:**
Motion by: Director Kalvans
Second by: Director Palafox
Motion: Voice Vote

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

Public Comment for items on closed session agenda: None

IV. **ADJOURN TO CLOSED SESSION: 6:31 PM**

- A. **CLOSED SESSION AGENDA:**
1. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
Pursuant to Government Code Section 54956.8 Properties: 021-261-019
Agency negotiator: (Interim General Manager Rob Roberson, and Director of Utilities Kelly Dodds)
 2. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1
 3. **PUBLIC EMPLOYMENT**
Title: Interim General Manager; Pursuant to Government Code Section 54954.5
 4. **CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation** Pursuant to Government Code Section 54956.9
(d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039 and Case: Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*

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

VI. **Report out of Closed Session Approximately 7:00 PM**

Time: 7:04 PM

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

VII. **Public Comment and Communications for items not on the Agenda:** Video part 1/ Time: 0

Owen Davis spoke about Board By-laws, and asked Director Gregory to keep order, Director Kalvans time discussion on tax issues.
District General Counsel White spoke on Director Kalvans "Board Comment" for clarification

VIII. **Special Presentations/Public Hearings/Other:** Video part 1/ Time: 0

1. **PUBLIC HEARING:** Consider adoption of RESOLUTION 2022-25 adopting the FY 2022-23 Operations and Maintenance Budget and Capital Improvement Budget.

Public Comment: None

Closed Public Hearing @7:10 PM

Board Comment:

Director Gregory asked about adding all the funds for a total for the CIP budget, utility Vehicle replacement, electric vehicle, camera replacement, and leak detection.

Director Kalvans asked about Scissor lift, department rental, recycled water grant, and lighting fund

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Approve Resolution 2022-25 adopting the FY 2022-23 Operations and Maintenance Budget and Capital Improvement Budget

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

3/0/2

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

1. San Luis Obispo County: Report Attached Video part 0 Time: 0
 San Luis Obispo County Sheriff gave verbal report for May call statistics.
Board Comment: None
Public Comment: None

2. Camp Roberts—Army National Guard No Report Video part 0 Time: 0
 Kiba Baird reported on the upcoming standard training at Camp Roberts, and control burn, sheep grazing, and gave Monterey and SLO county Air Pollution numbers for public.
Board Comment: None
Public Comment: None

3. Community Service Organizations: No Report Video part 0 Time: 0
 Firefighter Association President Scott Young reported on Sagebrush Days, street clean-up, AIDS Ride, and flags in San Miguel for Memorial Day
Board Comment: None
Public Comment:
 Owen Davis spoke about the sale of Fireworks in San Miguel

4. Interim General Manager : Report Attached Video part 0 Time: 0
 Interim General Manager Rob Roberson spoke on COVID, no mask required, Meeting with Strategic Planning Consultant BHI, State Wastewater Arrearage, posting of Job Announcement for Account Clerk 1
Board Comment: None
Public Comment: None

5. District General Counsel: Video part 0 Time: 0
 Counsel White had nothing to report at this time
Board Comment: None
Public Comment: None

6. Director of Utilities: Report Attached Video part 0 Time: 0
 Report Submitted
Board Comment:
 Director Kalvans asked about illegal dumping.
 Assistant Fire Chief Scott Young spoke about the dangers at Casa Blanca Mobile Home Park
Public Comment: None

7. Fire Chief: Report Attached Video part 0 time: 0
 Report is submitted as written, discussed Weed Abatement, and the Controlled Burn Participation
Board Comment: None

Public Comments for all reports: None

X. **Consent Calendar:** Video part 0 Time: 0

1. Review and Approve Board Meeting Minutes
2. Approve RESOLUTION 2022-27 approving the San Miguel Community Services District revised job descriptions for the Account Clerk 1
3. Approve RESOLUTION 2022-30 delegating authority to the General Manager to appoint members and alternates to the Water Resources Advisory Committee (WRAC)

Board Comment: None

Public Comment:
Ashley Sangster spoke on the Account Clerk Position

Motion by: Director Kalvans
Second by: Director Palafox

Motion: Approve all items on Consent Calendar

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

3/0/2

XI. **Board Action Items:** Video part 0/0 Time: 00:00

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

Board Comment: None
Public Comment: None

Motion: Receive and File Enumeration of Financial Reports for April 2022

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

3/0/2

2. **Review and approve RESOLUTION 2022-29 adopting the Annual FY 2022-23 Investment Policy to ensure compliance with the State Government Code 53646** Video part 0 Time:

Recommendation: Approve Resolution 2022-29 adopting the annual Investment Policy to ensure compliance with the State Government Code 53646 Procedures, and Regulations Governing Contract and Professional Services Bidding Procedures, Purchases of Materials, Supplies and Equipment Manual

Board Comment: None
Public Comment: None

Motion by: Director Palafox
Second by: Director Kalvans

Motion: Approve Resolution 2022-29 Annual Investment Policy

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

W. Roney					X
C. Lara					X

3/0/2

Video part 0 Time: 0

3. Consider approving RESOLUTION 2022-24 awarding a contract to Moss, Levy & Hartzheim, LLP to perform annual financial audit services for three-year period for years ending June 30, 2022, 2023, and 2024.

Recommendation: Approve RESOLUTION 2022-24 and direct the General Manager to award contract for Financial Auditing Services for Fiscal Years ending June 30, 2022, 2023, and 2024

Board Comment: None

Public Comment:
Ashley Sangster asked why others firms did not qualify

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Approve Resolution 2022-24 awarding contract to Moss, Levy, Hartzheim, LLP

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

3/0/2

Video part 0 Time: 0

4. Adopt RESOLUTION NO. 2022-26 authorizing the Abatement of Weeds within the District boundaries.

Recommendation: Staff requests that the Board hold a discussion to consider objections to the “Notice to Remove, Destroy, and/or Abate Vegetation, Rubbish and Debris”, overrule any objections and adopt Resolution 2022-26 authorizing Fire Chief to have weed abatement work performed.

Board Comment: None

Public Comment:
Owen Davis spoke of the importance of weed abatement, and asked about \$100.00 admin fee

Motion by: Director Palafox

Second by: Director Kalvans

Motion: Approve Resolution 2022-26

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

3/0/2

Video part 0 Time: 0

5. Review and approve RESOLUTION 2022-20 authorizing the Director of Utilities to purchase and contract with CIO Solutions to replace computer hardware in an amount no to exceed \$20,463.50 and authorize a budget adjustment to all departments in an amount proportionate to their use of the hardware replaced.

Recommendation: Approve RESOLUTION 2022-20 authorizing the Director of Utilities to purchase hardware and contract with CIO Solutions to install and configure the hardware and authorizing a corresponding budget adjustment.

Board Comment:

Director Gregory asked about having an ongoing budget line for replacement in future
 Director Kalvans asked about going to Cloud based
 Director Kalvans asked about the construction and how that might change the cost moving forward
 Discussion ensued

Public Comment:

Ashley Sangster spoke on cost of computers that had been purchased 4/5 years ago, security, VPN.

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Approve Resolution 2022-20

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

3/0/2

Video part: 0 Time: 0

6. **Consideration and approval of RESOLUTION 2022-28 requesting consolidation of the San Miguel Community Services District’s Biennial Election with County’s November 8, 2022 Consolidated General Election**

Recommendation: Approve RESOLUTION 2022-28 requesting consolidation of the San Miguel Community Services District’s Biennial Election with the County’s November 8, 2022, Consolidated General Election expansion and aeration upgrade projects.

Board Comment: None

Public Comment: None

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Approve Resolution 2022-28

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

3/0/2

Video part 0 Time: 0

7. **Fire Department Code Enforcement Violation**

Recommendation: Approve correctional measures to resolve the Code Enforcement Notice of Violation by RESOLUTION 2022-31 for the existing conditions that exist at the San Miguel Fire Station

Board Comment:

Director Kalvans asked about the history of the construction and discussion ensued about Directors responsibility at the time of the construction to house the CSD.

Director Gregory discussed the time line for each option, Assistant Fire Chief Scott Young discussed timeline. Discussion ensued on what the best way to move forward would be.

Director Kalvans asked questions about staffing and office space. Discussion ensued

Discussion on the Resolution cost of \$46,500.00 to be funded by the funds: 30 Lighting, 40 Wastewater, 50 Water, and 60 Solid Waste.

Public Comment:

Ashley Sangster spoke about holding staff accountable.

Owen Davis spoke that he agreed with Mr. Sangster, and accountability for the cost

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Approve Resolution 2022-31, option #1 (see staff report)

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

3/0/2

Video part 0 Time: 0

8. **Continued discussion on the Fire Department Temporary Housing unit**
Board Comment: None
Public Comment: None

Discussion item only

Video part 0 Time: 0

9. **Discussion on status of Machado Wastewater Treatment Facility expansion and aeration upgrade project**
Board Comment: None
Public Comment: None

Discussion item only

Video part 0 Time: 0

XII. Board Comment:
 Director Kalvans spoke about the CSDA Leadership conference that he attended, and voiced that they are having another one this year in September, and that the other Board Members should try and attend.

XIII. ADJOURNMENT 9:13 P.M.



BOARD OF DIRECTORS

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

SPECIAL MEETING MINUTES

**6:30 P.M. Closed Session 7:00 P.M. Opened Session
 SMCSD Boardroom 06-23-2022**

I.	Call to Order:	6:30 PM	Video part 1/ Time: 0																																				
II.	Roll Call:	<i>Gregory, Roney, Palafox, Kalvans (arrived @6:48 PM)</i>	ABSENT: <i>Lara</i>																																				
III.	Approval of Regular Meeting Agenda:																																						
	Motion by:	Director Roney																																					
	Second by:	Director Palafox																																					
	Motion:	Voice Vote																																					
		<table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width:25%;">Board Members</th> <th style="width:12.5%;">Ayes</th> <th style="width:12.5%;">Noes</th> <th style="width:12.5%;">Abstain</th> <th style="width:12.5%;">Recuse</th> <th style="width:12.5%;">Absent</th> </tr> </thead> <tbody> <tr> <td>R. Gregory</td> <td>X</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>A. Kalvans</td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>H. Palafox</td> <td>X</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>W. Roney</td> <td>X</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>C. Lara</td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>		Board Members	Ayes	Noes	Abstain	Recuse	Absent	R. Gregory	X					A. Kalvans					X	H. Palafox	X					W. Roney	X					C. Lara					X
Board Members	Ayes	Noes	Abstain	Recuse	Absent																																		
R. Gregory	X																																						
A. Kalvans					X																																		
H. Palafox	X																																						
W. Roney	X																																						
C. Lara					X																																		
	Public Comment for items on closed session agenda	None																																					
IV.	ADJOURN TO CLOSED SESSION: 6:31 PM		Video part 2/ Time: 0.15																																				
	A. CLOSED SESSION AGENDA:																																						
	1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION																																						
	Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1																																						
	3. PUBLIC EMPLOYMENT																																						
	Title: General Manager; Public Employment Section GC 54957:5																																						
V.	Call to Order for Regular Board Meeting/Pledge of Allegiance: Kalvans		Video part 3/ Time: 0.15																																				
VI.	Report out of Closed Session Approximately 7:00 PM																																						
	Time:	7:05 PM																																					
	1. Report out of closed session by District General Counsel (WhiteBrenner, LLP)																																						
	Direction was given to staff.																																						
VII.	Public Comment and Communications for items not on the Agenda:		Video part 3/ Time: 2:18																																				
	Owen Davis spoke on the water/sewer rate increase, cutting spending, and that employees should not use company vehicles, fuel cost																																						

President Gregory voiced that the District received one written comment or communication for item not on the agenda, from an unknown source. It has been provided to all the Board Members and will be maintained on file with the District with tonight's meeting information.

President Gregory then asked if anyone in attendance wished to make any public comment on non-agenda items.
None

VIII. Special Presentations/Public Hearings/Other:

Video part 2/ Time: 4:38

1. PUBLIC HEARING: Proposition 218—Public Hearing on Proposed Increase to Trash Collection and Disposal Service Charges by San Miguel Garbage Company and approve RESOLUTION 2022-33.

Director Of Utilitites Kelly Dodds Presented

Director Gregory asked Board of Directors if they had any questions or needed clariffication from staff or representative from San Miguel Garbage

Director Gregory opened Public Hearing

Public Comment: None

Director Gregory Closed Public Hearing

Board Comment:

Director Kalvans voiced that South County had approved an increase of 30%, and wanted to thank San Miguel Garbage for keeping their increase to 8.59%.

Protest: None

Director Gregory asked the Board Clerk for the raw count of any protest for the proposed rate increase.

Board Clerk Tamara Parent, voiced that the District has not received any protests for the proposed rate increase.

Motion by: Director Roney

Second by: Director Kalvans

Motion: Approve resolution 2022-33 granting an 8.59% rate increase to trash collection and disposal services charges by SMG with increase effective July 1,2022

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

Director Gregory declared:

1. *I find that the revenues derived from the garbage rates do not exceed the cost of providing the property-related service*
2. *I find that the revenues to be derived from the fee are not used for any other purpose*
3. *I find that the rate increase does not exceed the proportional cost of this property-related service*
4. *I find that the charges are directly tied to the property-related service being used or immediately available to the property subject to the fee charge: and*
5. *I find that the service is not available to the public in substantially the same manner as it is to property owners*

Video part 2/ Time: 11:27

2. PUBLIC HEARING: Consider approving RESOLUTION 2022-32 confirming the 2022 Weed Abatement Cost Report and Authorizing Collection of the charges on the County Tax Rolls.

Fire Chief Rob Roberson presented

Director Gregory asked Board of Directors if they had any questions or needed clarification from staff

Director Gregory Opened Public Hearing

Public Comment: None

Director Gregory Closed Public Hearing

Board Comment: None

Protest: None

Motion by: Director Palafox

Second by: Director Kalvans

Motion: Approve resolution 2022-32 confirming the 2022 Weed Abatement Cost Report and Authorizing Collection of the charges on the County Tax Rolls.

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

IX.

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

Non-District Reports:

San Luis Obispo County:

Video part 2 Time: 16:08

San Luis Obispo County Sheriff gave verbal report for May call statistics.

Board Comment:

Director Kalvans asked if the Sheriff Department still wants citizens to "see something, say something"; Sheriff agree

Director Klavans asked about type of crimes in the San Miguel area, compared to other areas in the County.

Discussion ensued

Public Comment:

None

2. Camp Roberts—Army National Guard No Report

Video part 2 Time: 22:42

Ms. Baird PIO, informed the Board that they will start training on July 7th, information of fourth of July event, no control burns scheduled, and gave her number for more information 805-610-6742

Board Comment: None

Public Comment: None

3. Community Service Organizations:

Video part 2 Time: 25:50

Firefighter Association President Scott Young gave verbal report on participation with the June 7th, and flags are up for the July 4th celebration, cleaning of the old fire station with the help of Paso Army Recruiter.

Board Comment: None

Public Comment: None

4. District Staff & Committee Reports:

Interim General Manager :

Video part 2 Time: 27:29

Rob Roberson gave verbal report on Covid, Billing Clerk Kindsay Valencia was hired in June, information on filling pools, Auditor Update, Investment policy update, Strategic Planning update, and that 2 Board seats are up for election in November.

Board Comment:

None

Public Comment:

Owen Davis asked about new Account Clerk.

5. District General Counsel:

Video part 3 Time: 6:17

Counsel Dervin had nothing to report

Board Comment: None

Public Comment: None

6. Director of Utilities: Report Attached

Video part 3 Time: 6:27

Director of Utilities Kelly Dodds informed the Board that a Community Clean-up day (sponsored by a grant from CalTrans) will be on June 25th from 7AM-12 Noon, and that the last generator has shipped.

Board Comment:

Director Kalvans asked about the street light on 11th & 12th Street and if it was a private, correct that it is a private Streetlight, and if there has been any interest in the Clean-up from the residents.

Director Gregory explained that there was a mattress dropped on Cross Canyon.

Public Comment: None

7. Fire Chief: Report Attached

Video part 3 time: 10:21

Report is submitted as written. 4th of July there will be full coverage

Board Comment: None

Public Comments for all reports: None

X. Consent Calendar:

Video part 3 Time: 11:00

1. Approval of RESOLUTION 2022-34 approving a rate increase from \$5.38 per HCF to \$5.55 per HCF for construction hydrant meter usage to be effective July 16th, 2022

2. Approval RESOLUTION 2022-35 adopting the 2nd amendment and restated Integrated Waste Management Authority (IWMA) JPA and MOA with Special Districts, and authorize the General Manager to sign the Amendment to the MOA

Board Comment: None

Public Comment: Owen Davis was given a copy of the staff report for Item X-2

Motion by: Director Palafox

Second by: Director Gregory

Motion: Approve Consent Calendar

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

4/0/1

XI. **Board Action Items:**

Video part 3 Time: 12:36

1. **Review, Discuss and Receive the Enumeration of Financial Reports for May 2022**

Board Comment: None

Public Comment: None (*Owen Davis asked about Consent Item X-2*)

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Receive and file Financial Reports for May 2022

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

4/0/1

Video part 3 Time: 15:59

2. **Discuss and approve RESOLUTION 2022-37 authorizing a contract with Bartle Wells Associates for a Utility Rate Study and appropriate funding from fund 30, 40, 50, and 60 Capital Reserves**

Recommendation: Approve RESOLUTION 2022-37 authorizing the General Manager or Director of Utilities to contract with Bartle Wells Associates to prepare a Utility Rate Study analysis and to appropriate funding for the rate study project from Capital Reserves.

Board Comment:

Director Kalvans voiced that he is looking forward to reviewing all the information, he feels that Bartle Wells Assoc. understand Small Districts, and discussion ensued about looking at different methodologies and structures.

Director Palafox asked what the cost was five years ago. Discussion on cost ensued

Director Roney voiced that he liked that the proposal had workshops with communities involvement

Public Comment:

Owen Davis asked about community involvement, and that Director Kalvans has spent more than the aloted time for board comment, he would like to have board comment be 5 minutes per Director.

Director of Utilities Kelly Dodds voiced that public is always encouraged to attend all public meetings and to make call Board Clerk to make an appointment. Discussion ensued.

Motion by: Director Roney

Second by: Director Palafox

Motion: Approve RESOLUTION 2022-37 authorizing the General Manager or Director of Utilities to contract with Bartle Wells Associates to prepare a utility Rate Study analysis and to appropriate funding for the rate study project from capital reserves.

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

4/0/1

Video part 4 Time: 2:30

3. Consider approving RESOLUTION 2022-36 authorizing the Interim General Manager or Director of Utilities to execute a Purchase and Sale Agreement in the amount of \$100,000 for the sale of District property (Assessor parcel number 021-261-019) to Colin Weyrick.

Recommendation: Approve RESOLUTION 2022-36 authorizing the Interim General Manager or Director of Utilities to execute a Purchase and Sale Agreement in the amount of \$100,000 for the sale of District property (Assessor parcel number 021-261-019) to Colin Weyrick.

Board Comment:

Director Gregory asked if it was a "cash" offer, yes.

Director Gregory asked about the other offer, discussion on offer ensued.

Director Kalvans asked about the funds, indication about time frame for development, and what the District paid for acquiring the property. Discussion ensued about adding a line-item to financials

Public Comment: None

Motion by: Director Roney

Second by: Director Palafox

Motion: Approve Resolution 2022-36

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

4/0/1

Video part 4 Time: 13:09

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

Director of Utilities updated the Board on the flow and status of the Machado WWTF

Board Comment: None

Public Comment: None

Discussion Item Only

XII. BOARD COMMENT:

Video part 0 Time: 0

Director Kalvans reminded the Board of Directors to apply for Scholarship form SDLF for the CSDA's Special District Leadership Academy (SDLA) in September, and discussed having a policy regarding Delinquent Tax Property within the District.

Director Gregory asked about the Board time limit, Counsel Dervin explained that portion of the Board Handbook. Discussion ensued.

XIII. ADJOURNMENT TO NEXT REGULAR MEETING

8:25 PM



BOARD OF DIRECTORS

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

SPECIAL MEETING MINUTES- Closed Session Only 7:00 P.M. Opened Session SMCSO Boardroom 7-7-2022

I.	Call to Order:	7:12 PM																																				
II.	Pledge of Allegiance:	<i>Roney</i>																																				
III.	Roll Call:	<i>Roney, Palafox, Gregory Kalvans-Zoom ABSENT: Lara</i>																																				
IV.	Approval of Regular Meeting Agenda:																																					
	Motion by:	Director Roney																																				
	Second by:	Director Palafox																																				
	Motion:	Voice Vote																																				
	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 20%;">Board Members</th> <th style="width: 10%;">Ayes</th> <th style="width: 10%;">Noes</th> <th style="width: 10%;">Abstain</th> <th style="width: 10%;">Recuse</th> <th style="width: 10%;">Absent</th> </tr> </thead> <tbody> <tr> <td>R. Gregory</td> <td>X</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>A. Kalvans</td> <td>X</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>H. Palafox</td> <td>X</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>W. Roney</td> <td>X</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>C. Lara</td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table>		Board Members	Ayes	Noes	Abstain	Recuse	Absent	R. Gregory	X					A. Kalvans	X					H. Palafox	X					W. Roney	X					C. Lara					X
Board Members	Ayes	Noes	Abstain	Recuse	Absent																																	
R. Gregory	X																																					
A. Kalvans	X																																					
H. Palafox	X																																					
W. Roney	X																																					
C. Lara					X																																	
	Public Comment for items on closed session agenda:																																					
	Owen Davis asked what this meeting was about. Agenda item given.																																					
V.	ADJOURN TO CLOSED SESSION: 7:15 PM																																					
	1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION																																					
	Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1																																					
	2. PUBLIC EMPLOYMENT																																					
	Title: General Manager; Public Employee Appointment Section GC 54957:5																																					
	<i>Director Roney had to leave at 8:40 PM</i>																																					
VI.	Report out of Closed Session Approximately: 8:40 PM	Nothing to Report																																				
VII.	Public Comment and Communications for items not on the Agenda:	None																																				
VIII.	Special Presentations/Public Hearings/Other:	None																																				
IX.	Staff & Committee Reports – Receive & File:	None																																				
X.	Consent Calendar:	None																																				

XI.	Board Action Items:	None
-----	----------------------------	------

XII.	BOARD COMMENT:	None
------	-----------------------	------

XIII.	ADJOURNMENT TO NEXT REGULAR MEETING	8:40 PM
-------	--	---------



San Miguel Community Services District

Board of Directors Staff Report

July 28th, 2022

AGENDA ITEM: X-2

SUBJECT: Approve Resolution 2022-42 approving participation in the Desalination Executable Solution and Logistics (DESAL) Plan.

RECOMMENDATION:

Approve RESOLUTION 2022-42 approving participation in the DESAL plan and authorizing the General Manager or their designee to act on behalf of the District.

In November, at the Regular Board Meeting the Board discussed the possibility of being included in the initial feasibility studies for a regional desalination plan within the County of San Luis Obispo.

At that meeting the Board indicated that they were in favor of being included in the feasibility phase.

Subsequently to that, additional meetings were held with the Countywide Water Action Team to gather more information regarding cost share and responsibilities.

This is a long-term project that will likely take 10-years to complete the planning and 30-years to complete construction and realize any benefits.

Participating in the DESAL plan does not commit the District to continuing with the future phases of the plan if the District determines that it is no longer beneficial to the District to continue with the plan.

However, choosing to not participate now will mean that the District will not be able to participate in the future, if the project is determined to be an asset to the District.

FISCAL IMPACT

Participation in the DESAL plan will be funded by the County of SLO, and there will not be any cost to the District for the initial phases of the plan, except for staff time to participate in the discussions or minor Engineering or Legal time to prepare information for the study.

PREPARED BY: Kelly Dodds Director of Utilities

**RESOLUTION NO. 2022-42****A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
APPROVING PARTICIPATION IN THE DESALINATION EXECUTABLE SOLUTION AND LOGISTICS
(DESAL) PLAN**

WHEREAS, the future reliability of existing water supplies and infrastructure that depend on rainfall, such as groundwater and surface water reservoirs and streams, is uncertain due to changing hydrologic patterns, land use, environmental regulations, population growth and aging infrastructure; and

WHEREAS, adequate water for the people, economy and environment in San Luis Obispo County is needed in perpetuity; and

WHEREAS, conflicts surrounding use of the limited existing water supplies are increasing, including limitations on groundwater use and transfers, limitations on surface water diversion and State policies that lead to water system consolidation mandates; and

WHEREAS, water use efficiency practices, low impact development, stormwater capture and recycled water have been implemented to help extend the limited water supplies but are not enough to overcome long term shortages or be relied upon to sustainably meet future additional needs and maintain a reasonable quality of life; and

WHEREAS, despite conservation efforts which have reduced per capita consumption from 231 gallons per day to 146 gallons per day over the last 25 years¹, due to our county's isolated location and dependence on rainfall, the region remains highly vulnerable to water shortages; and

WHEREAS, water management entities are better positioned to develop and utilize water supply projects that will reduce dependence on groundwater and surface water and can thereby relieve competition with individual well owners and the environment for those water supplies; and

WHEREAS, due to proximity to the ocean, and future water supply quantity, quality and reliability

¹ <https://www.ppic.org/publication/water-use-in-california/>

needs, the 2019 San Luis Obispo County Integrated Regional Water Management Plan and 2012 Countywide Master Water Report identify desalination as a water resource management strategy to pursue; and

WHEREAS, while desalination can provide a local, reliable, and sustainable water supply for decades to come, desalination projects take a long time to plan for, permit and construct; and

WHEREAS, the San Luis Obispo County Flood Control and Water Conservation District intends to develop the DESAL Plan over the next several years via a public process that, when complete, will ultimately contain balanced recommendations related to responsibly advancing the implementation of a regional desalination project that will benefit the people, economy and environment in San Luis Obispo County.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the San Miguel Community Services District Board of Directors, that;

1. The San Miguel Community Services District wishes to be included in the development of the DESAL Plan and to be evaluated as a potential partner in such a regional desalination project in the future in order to inform our decision makers and constituents.
2. The General Manager, or designee, of the San Miguel Community Service District is hereby authorized and directed to participate in the development of the DESAL Plan, and to bring forward related recommendations.

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 28th day of July 2022

Raynette Gregory, President Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, General Manager

Douglas L. White, District General Counsel



San Miguel Community Services District

Board of Directors Staff Report

July 28th 2022

AGENDA ITEM: X-3

SUBJECT: Discuss and authorize the Director of Utilities to release a Request for Qualifications/ Proposal for Water and Wastewater Masterplan Update.

RECOMMENDATION:

Thru consensus, authorize the Director of Utilities to release an Request for Qualifications/ Proposal for Water and Wastewater Masterplan Update

The current Water and Wastewater Masterplan was updated in 2020 by Monsoon Consultants, normally Masterplans are revised in 3 or 5-year cycles depending on development and progress on improvements. In 2020 the Masterplan was updated to reflect additional information and projections regarding Water and Wastewater demands and growth within the community.

This update will build upon the last update and provide additional framework to prioritize projects, improvements, and replacements. This update will also provide additional cost related information that will be used by our Rate Study Consultant (Bartle Wells Associates) to help correlate any rate revisions with the proposed cost.

Having an up-to-date Masterplan also assists the district in applying for Grant Funds, by identifying the need and estimated cost for projects in advance.

If approved for release, this RFP will be due August 31st, 2022, and will be scheduled for Board review at the Regular Board meeting in September.

FISCAL IMPACT

If authorized there will be minimal cost in advertising for qualified persons or firms for Water and Wastewater Masterplan Update.

PREPARED BY: Kelly Dodds, Director of Utilities

Attachment: Masterplan Update RFP



REQUEST FOR QUALIFICATIONS/ PROPOSALS

SAN MIGUEL COMMUNITY SERVICES DISTRICT WATER AND SEWER MASTER PLANS UPDATE

Issue Date:
July 28th, 2022

Proposal Due Date and Time:
Wednesday, August 31st, 2022 12:00 pm (Pacific time)

Mailing Address:
PO BOX 180
San Miguel CA 93451

Delivery Address:
1150 Mission Street
San Miguel CA 93451

Contact:
Kelly Dodds, Director of Utilities Kelly.dodds@sanmiguelcsd.org
phone: 805-467-3388 / fax: 805-467-9212

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD WATER AND SEWER MASTER PLAN UPDATE**

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SAN MIGUEL COMMUNITY SERVICES DISTRICT
WATER AND SEWER MASTER PLANS UPDATE**

The San Miguel Community Services District (District) has prepared this Request for Qualifications/Proposals (RFQ/P) for engineering services for the update of the District's Water and Sewer Master Plans for the community of San Miguel, San Luis Obispo County, California.

Proposal Due Date: August 31, 2022, 12 p.m. local time. Any proposals received after this date/time will be returned to the proposer un-opened. It shall be the proposers' responsibility to verify and confirm receipt of the proposals by the specified due date and time.

Proposal Delivery Location: 1150 Mission Street, San Miguel, CA 93451 or via USPS at PO Box 180, San Miguel, CA 93451. To safeguard against pre-mature opening, all proposals shall be in sealed envelopes/containers, with a label containing proposal title, proposer's name, and proposal due date and time.

Number of Copies of Proposal to be Provided: 2 hard copies, one thumb drive. The thumb drive shall include a complete copy of the Proposal, EXCLUDING PROPOSED FEES.

Contact: Kelly Dodds, Director of Utilities, San Miguel Community Services District, kelly.dodds@sanmiguelcsd.org, (805) 467-3388 for details and information regarding this RFQ/P and proposal requirements. Firms must notify Kelly Dodds via email of their intent to propose in order to receive any addenda or response to questions.

BACKGROUND

San Miguel is an unincorporated community in San Luis Obispo County, with approximately 2,820 residents. San Miguel is located approximately 7 miles north of the City of Paso Robles. The San Miguel Community Services District was formed in 2000 combining the San Miguel Fire District, County Service Area 1, San Miguel Sanitary District, and San Miguel Lighting Districts. The District currently provides fire services, street lighting and landscaping, wastewater collection and treatment, potable water production and distribution, and solid waste services. The District is Governed by a Board of five Directors and has a General Manager, Director of Utilities, six admin and Utilities Personnel, a Fire Chief, Assistant Fire Chief and up to 20 paid on-call firefighters. The majority of operating funds for the District come from user fees and

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

property tax.

The San Miguel Community Services District (SMCSD) completed a Water and Wastewater Master Plan Update in 2020. Since the completion of this plan, there have been some changes in the water and sewer system and more information is known about upcoming developments, necessitating this Master Plan Update. Additionally, the Master Plan Update should include a layout of facility needs to serve future developments and costs for use in the ongoing rate study and connection fee update. Much of the 2020 Master Plan analysis and projection methodology is still relevant and should be used as a basis for the update to streamline the consultant's efforts.

INFORMATION AVAILABLE

Consultants are encouraged to review current available project-related information electronically; such documents will be made available by download using the District's file sharing service. Contact Kelly Dodds for a download link. The following documents are available for review electronically:

- 2020 Water & Wastewater Master Plan Update
- EPANET hydraulic model files
- Sewer system CAD files
- Water and Sewer GIS data

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

INQUIRIES DURING PROPOSAL PERIOD

Consultants must direct all inquiries to the District in writing, via email to the Director of Utilities, Kelly Dodds kelly.dodds@sanmiguelcsd.org. All inquiries will be responded to in writing, and questions and responses will be disseminated to all consultant teams for their consideration. The origination of the questions will not be disclosed. **All inquiries must be received no later than Friday, August 12th, 2022 (close of business) in order to receive responses from the District.** Inquiries received after this deadline may not be responded to.

ADDENDA TO RFP

Through the course of the proposal development, consultants may raise questions concerning the RFQ/P, which may impact proposals. The District will issue addenda as necessary to further clarify the requirements and expectations of the RFQ/P. Consultants shall acknowledge receipt of addenda in the proposal cover letter.

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

PROPOSAL REQUIREMENTS

Submit One Proposal. Prime consultants shall be limited to only one proposal/project team for the Project. Subconsultants, however, may be included in multiple proposals with various prime consultants.

Proposal Rejection or Withdrawal. Late proposals (submitted after the specified due date/time) shall be rejected by the District and returned un-opened to the Proposer. The District reserves the right to accept or reject any or all proposals. Proposals may be withdrawn by a signed written request submitted to the District at any time prior to 5 p.m. of the due date of the proposal.

Project Manager. The Project Manager shall be the same person named as Project Manager in the Proposal and shall be dedicated to this Project as appropriate to execute the project in a timely and effective manner. Should the designated Project Manager not be able to fulfill this commitment during the course of the Project, the Consultant shall notify the District within 10 working days of proposed personnel change and shall submit the qualifications of the new proposed Project Manager, subject to approval by the District.

Agreement. Consultants shall review the District's Standard Agreement, liability, and insurance requirements, included as **Attachment A** to this RFQ/P. Each individual firm submitting a proposal shall meet all the terms and conditions contained in the Agreement, and/or shall submit proposed exceptions to the Agreement in the Consultant's proposal. The District is willing to negotiate such requirements with candidates; however, the Proposer shall bear in mind that should a funding agency used by the District require specific terms and conditions not included in District's Agreement, Consultant shall abide by all funding agency requirements without exception. This Agreement and RFQ/P is for the design services and optional services for assistance during bidding and engineering support during construction.

Agreement Execution. The selected consultant shall execute the written contract included in Attachment A, with the District within 10 working days after notice of award has been granted by the District. Failure to accept and execute said Agreement will cancel the notice of award, and the District will continue negotiations with the next highest ranked firm.

Proof of Insurance. The District will require the individual or engineering firm selected to maintain general liability, automobile, workers' compensations, and errors and omissions insurance. The contract will contain provisions requiring the selected firm to indemnify the District and provide that the District Engineer is an independent contractor serving at the will of the District. Other required provisions will include the District's right to terminate the agreement, at its sole discretion, upon the provision of notice. Consultant shall provide proof of insurance in the form, coverages, and amounts

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

specified in the Agreement within 7 working days following notice of contract award. Such insurance proof shall be a pre-condition of contract execution.

General Conditions.

- Preference will be given to Firms with offices within 120 miles of the District, Proposer shall indicate where the office that would service this contract is located.
- The District shall not be liable for any pre-contractual expenses incurred by any proposer, nor shall any firm include such expenses as part to the proposed cost. Pre-contractual expenses include any expense incurred by a proposal and negotiation of any terms with the District.
- The District reserves the right to withdraw this RFP at any time without prior notice and to reject any all proposals submitted without indicating any reasons. Any award of contract for services shall be made to the firm best qualified and responsive in the opinion of the District.
- Proposals may, at the District's option, be rejected if they contain any alterations, additions, conditional or alternatives, are incomplete, or contain erasures or irregularities of any kind.
- The District reserves the right to reject any and all proposals. The District expressly reserves the right to postpone submittal opening for its convenience and to reject any and all submittals responding to this RFP.
- Proposal will NOT be opened publicly.
- The selected firm must agree to indemnify and hold harmless the District, its officers, agents and assigns from any liability or loss resulting from suits, claims, or actions brought against the District which result directly or indirectly from the wrongful or negligent actions of the consultant in the performance of the contract.
- The selected firm will be required to comply with all existing State and Federal labor laws including the applicable to equal opportunity employment provisions.
- The District reserves the right to negotiate special requirements and proposed service levels using the selected proposal as a basis. Compensation for services will be negotiated with the selected firm.
- All responses to this RFP shall become the property of the District and will be retained or disposed of accordingly.
- No amendments, additions or alternates shall be accepted after the submission date and time.
- All documents, records, designs, and specifications developed by the selected firm in the course of providing services for the District shall be the property of the District.
- Anything considered to be proprietary in the proposal should be so designated by the firm.
- Acceptance by the District of any proposal submitted pursuant to this RFP shall not constitute any implied intent to enter into a contract for services.

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD WATER AND SEWER MASTER PLAN UPDATE**

- The District reserves the right to issue a written notice to all participating firms of any change in the proposal requirements or submission schedule should the District determine, in its sole discretion, that such changes are necessary.
- All services provided by the firm shall be in accordance with State, Federal, County, and District's standards.
- The selected firm must comply with Government Code section 8355 in matters relating to providing a drug-free workplace.
- The Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. seq., are the governing factors regarding allowable elements of cost.
- The final Agreement between the District and the firm will include the administrative requirements set forth in 49 CFR Part 18, Uniform Administrative Requirement for Grants and Cooperative Agreements to State and Local Governments.

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

PROPOSAL FORMAT

General. Proposals shall be prepared in accordance with the format specified in this section. Proposals that do not follow this format will be subject to rejection by the District. Provide proposals in the following format:

- **Provide your proposed fees in a separate sealed envelope, clearly marked with the proposer's company name and address, and labeled "Proposed Fees for SMCSD Water and Sewer Master Plan Update". Prime consultant fees shall be broken down by manhours per task, in accordance with the labor classifications and rates specified, and per Section 4 of the Proposal.**
- **Letter of Transmittal.** Provide a brief transmittal letter (2 pages maximum) transmitting the proposal to the District.
- **Table of Contents.**
- **Section 1. Project Understanding and Approach.** Provide your team's understanding and approach to the overall project. Discuss issues and concerns and express your ideas and methodology on how best to approach and execute the project. Include your approach to project management, teamwork, communications, quality assurance/control, and cost and schedule controls. Describe your team's experience with various funding agencies for similar type projects.
- **Section 2. Project Team/Qualifications.** Provide an organization chart showing design team, organization/lines of communication, and team member qualifications germane to this project. Clearly state your proposed Project Manager and corresponding qualifications. The proposed Project Manager must be a California licensed Professional Engineer. Include all subconsultants as part of the proposed team and describe your past working relationships with each subconsultant. Full resumes shall be placed in Appendix A. Team member references shall be included in Appendix B. Provide a minimum of three references, two of which must be for the proposed Project Manager. State the contact/agency name, brief title/description of project, contact telephone number.
- **Section 3. Relevant Project Experience.** Provide your team's relevant project experience as it relates to the nature of this project, including the experience of proposed subconsultants. Include projects of similar nature, magnitude, and complexity to this project. Provide the year(s) the Work was performed and identify key team members and their roles on the project.

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

Projects listed should be specifically relevant to key aspects of the Water and Sewer Master Plan Update.

- **Section 4. Scope of Services.** Provide a detailed scope of services for the project. Embellish on the scope outline in this RFP. Include a subsection in this Section 4 specifically to present any exceptions to the Agreement for Services.
- **Section 5. Conflicts of Interest.** Firms submitting a proposal in response to this RFP must disclose any actual, apparent, direct, or indirect, or potential conflicts of interest that may exist with respect to the firm, management, or employees of the firm or other persons relative to the services to be provided under the Agreement for engineering services to be awarded pursuant to this RFP. If a firm has no conflicts of interest, a statement to that effect shall be included in the Proposal.
- **Section 6. Project Schedule.** Provide a detailed project schedule, in graphic format, along with written explanation of assumptions, or specific details, issues or concerns regarding the proposed schedule. Show graphically and clearly indicate all schedule components, including mandatory compliance schedules, those schedule items for District and agency review, and other items as deemed necessary. Include in the schedule all anticipated time allotments for agency reviews, public participation, and other schedule provisions. Clearly state all assumptions and basis for the proposed schedule. The proposal and project award schedule follows:

Item	Date
Proposal Due	8/31/2022, 12 p.m. local time
District Review of Proposals	9/1/2022 through 9/14/2022
Interviews (if desired by the District)	TBD
District Recommendation of Selected Firm/Staff Report	9/15/2022
Consultant Notice of Contract Award/Begin Contract Negotiations	9/22/2022

- Appendix A. Team Member Resumes
- Appendix B. References
- Appendix C. Billing Rates
- **Manpower Estimate/Fees. IN A SEPARATE SEALED ENVELOPE,** provide a manpower estimate, broken down by hours and task, demonstrating your

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

understanding of the scope of work and level of effort required to accomplish all tasks. Provide proposed consultant fees, using the same hourly rates proposed in Consultant's billing rate schedule. Provide the standard billing rate sheets for the prime consultant and each subconsultant and include such billing rate sheets in Appendix C. **DO NOT PROVIDE THIS MANPOWER ESTIMATE/FEE AS PART OF THE PROPOSAL, AND DO NOT PROVIDE PROPOSED FEES ON THE THUMB DRIVE. THE PROPOSED FEES SHALL BE SEALED IN A SEPARATE ENVELOPE, CLEARLY MARKED SUCH, AND ENCLOSED WITHIN THE ENVELOPE FOR THE HARD COPIES OF THE PROPOSALS.**

Proposal Length. The District has no required proposal length; however, the District requests Proposers to be concise and to only include information germane to the Proposal.

Other Requirements. The hard copies of proposals shall be bound. **Minimum font size for text shall be 11 point, except for headers, footers, footnotes, etc.**

PROPOSAL RANKING CRITERIA

Proposals will be ranked by the District based on established ranking criteria. The value of each criterion is stated immediately following each criterion. Criteria and relative "point" values are as follows:

- Project Understanding and Approach, 40 points
- Team qualifications, 20 points
- Project Schedule, 20 points
- Responsiveness to RFP, 15 points
- Local Presence, 5 points

All proposals will be ranked on these criteria, and a short-list of a maximum of three firms will be chosen. If interviews are warranted, the District will select the interview times at random, and will notify each team as to their respective time slots for interviews. The interviews will consist of a half-hour presentation by the project team, followed by a one-hour question and answer period. The top candidates may be interviewed, and the top firm selected based on the outcome of the respective proposals and interviews. The top-ranked firm will then enter contractual and fee negotiations with the District and should the District and top-ranked firm not satisfactorily negotiate the agreement, the second-ranked firm will enter negotiations, and so forth.

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

OVERVIEW OF SCOPE OF SERVICES

Consultants shall prepare a scope of services to provide engineering services for the master plans update. Scope should focus on reviewing and updating the data in the 2020 Master Plans. The scope of services shall include services for the following:

1. **Progress Meetings and Coordination.** The Consultants project manager and project engineer shall attend a project kick-off meeting and progress meetings during the course of the project. The Consultant shall provide project oversight and coordination as necessary for successful completion of the contract engineering services.
2. **Research and Data Collection.** Consultant shall collect, review, and analyze all available plans, reports, and records (including the 2020 Water and Wastewater Master Plan Update) regarding the project as necessary to successfully complete the engineering services for the project.
3. **Update Water Demand and Sewer Flow Projections.** Consultant shall evaluate water consumption, production, and wastewater flow data to establish current water demand and sewer flows. Analyze existing demand by land use type. Consultant shall review existing land use data and discuss land use forecasts with the District's service area. District staff will identify potential development projects for the Consultant to review. Consultant shall evaluate historic population growth, redevelopment potential, infill potential, accessory dwelling unit (ADU) capacity, and current land use planning, and develop water and sewer flow projections for the 20-year planning period in 5-year increments. Projects may include population and forecasts for the number of new service connections.

Develop peaking factors/ratios based on historic production data, WWTP flow data, reference literature, and review of other municipalities similar to the District. Develop water maximum day and peak hour demand factors. Develop sewer design factors for average and peak dry and wet flow conditions and include allowances for infiltration and inflow into the system.

Consultant shall provide brief technical memo summarizing water and sewer projections, including spatial allocation, land use forecast, and proposed peaking factors for review and approval prior to implementation.

4. **Establish Evaluation Criteria.** Consultant shall develop evaluation criteria for the water system and sewer collection system. Criteria may include minimum and maximum pressure, pipeline velocity, storage requirements, maximum sewer depth over diameter, and other design criteria. Criteria will be developed based

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

on the Districts standards, current regulations, and accepted engineering practices.

5. **Production, Pumping, and Storage Analysis.** The consultant shall evaluate the capacity of existing water system production and booster pumping facilities against current and future demands. Identify production and pumping deficiencies and recommendations to improve deficiencies. Also, the consultant shall determine the necessary water system storage volume for the system under current and project demands and compare to the current storage volume. Develop recommendations to improve storage deficiencies.

The Consultant shall evaluate the current collection system lift station capacity against current and projected flows. Identify pumping deficiencies and provide recommendations.

6. **Prepare Water System Model and Perform Hydraulic Analysis.** The Consultant shall update and calibrate the existing computer hydraulic model of the District's water system and use this tool to evaluate the hydraulic adequacy of the water system under current and projected demand. The District has an EPANET and GIS files of the water distribution system that may be used in the update of the computer hydraulic model. Consultant shall allocate existing and future demand, and establish all criteria required to successfully perform hydraulic analysis of the water distribution system. Calibrate the hydraulic model using District provided data.

Consultant shall first model existing demand and determine existing pressure and pipeline velocity for average day, maximum day, and peak hour demand. Also, the consultant shall determine the available fire flow under existing maximum day demand with a minimum residual pressure of 20 psi. Determine areas within the system that do not meet pressure, velocity, and fire flow requirements. Develop mitigation for each hydraulic deficiency. If there are multiple options for mitigation, recommend the most suitable alternative.

Then Consultant shall model projected future flows, and reevaluate system pressure, velocity, and fire flow. Consultant shall include extensions of the existing water system as needed to serve future development. Consultant shall identify locations in the water distribution system that have capacity constraints and develop mitigation for each hydraulic deficiency. If there are multiple options for mitigation, recommend the most suitable alternative.

The Consultant shall provide the data files of the hydraulic model to the District. The modeling software should be the latest version of either WaterGEMS or

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

InfoWater. Please describe your proposed software intended for use on this project including the reasons for the proposed software selection.

7. **Prepare Sewer System Model and Perform Hydraulic Analysis.** The Consultant shall develop and calibrate a computer hydraulic model of the District's sewer system and use this tool to evaluate the hydraulic adequacy of the sewer system under current and projected flow conditions. The District has CAD and GIS files of the sewer collection system that may be used in the development of the computer hydraulic model. Consultant shall allocate existing and future flows, and establish all criteria required to successfully perform hydraulic analysis of the sewer collection system and calibrate hydraulic model.

Consultant shall first model existing flows and determine existing depth of flow and velocity for average dry and wet weather flows, as well as peak dry and wet weather flows for all pipes. Also, determine existing remaining capacity or capacity exceedance for all sewer pipes for these flow conditions. Identify locations in the sewer collection system that have capacity constraints under existing peak dry and peak wet weather flows. Develop mitigation for each hydraulic deficiency. If there are multiple options for mitigation, recommend the most suitable alternative.

Then Consultant shall model projected future flows and determine depth of flow and velocity for average dry and wet weather flows, as well as peak dry and wet weather flows for all pipes. Consultant shall include extensions of the existing collection system as needed to serve future development. Consultant shall also determine remaining capacity or capacity exceedance for all sewer pipes for these flow conditions. Identify locations in the sewer collection system that have capacity constraints under existing peak dry and peak wet weather flows. Develop mitigation for each hydraulic deficiency. If there are multiple options for mitigation, recommend the most suitable alternative.

The Consultant shall provide the data files of the hydraulic model to the District. The modeling software should be the latest version of either SewerGEMS or InfoSewer. Please describe your proposed software intended for use on this project including the reasons for the proposed software selection.

8. **Develop Comprehensive Capital Project List.** The Consultant shall develop a comprehensive list of capital projects that address capacity, reliability, future development, and condition related deficiencies under existing and projected demands and flows. The program list shall be designed to enable the District's water distribution and sewer collection systems to accommodate the projected growth for short, intermediate, and long-term planning (5 years, 10 years, and 20 years). Establish criteria for determining the prioritization of the identified

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

projects. Consultant shall prioritize projects as short term (1-5 years), intermediate term (5-10 years), and long term (10-20 years) projects.

Develop planning-level unit cost figures and estimate costs for all projects. The prioritized projects and costs will feed into the District's overall Capital Improvement Program and annual budgeting process. The costs for the short-term projects should be developed for use in the District's upcoming rate study.

The prioritized projects and costs shall be summarized in tabular format. For each project summarize the location, need to the project, project schedule/timing, estimated construction cost, and other relevant information such as existing and proposed size, existing and proposed material, slope, design capacity, projected flow, etc. Indicate whether projects are needed to address existing capacity and performance issues, to support growth, or maintain system condition. Each project should also describe its needed CEQA coordination, including if a project is exempt or its CEQA requirements will be addressed at the time the project is completed.

9. **Prepare Draft and Final Master Plan Reports.** Consultant shall compile the information developed in the previous tasks and create a Water and Sewer Master Plan Report. Consultant shall submit a Draft and Final Draft Report to the District for review and comment. Consultant shall address District comments from Draft and Final Draft Reports and incorporate edits/corrections into subsequent submittals. The Consultant shall submit PDF and one hard copy of Draft and Final Draft Reports. Consultant shall submit the Word document, a PDF, and three hard copies of the Final Report incorporating Staff and Board Comments.
10. **Board Meeting and Presentation.** The Consultant shall develop a PowerPoint presentation that summarizes the development, conclusions, and recommendations of the Final Draft Master Plan Report. Consultant shall attend a Board meeting and provide a formal presentation of the Final Draft Report. Staff and Board comments shall be addressed and incorporated into the Final Report.
11. **Option Task: System Condition Assessment.** The Consultant shall perform a desktop condition assessment of water and sewer system pipelines and facilities considering condition information collected from the District, including Staff knowledge, age, material, and expected useful lifetimes based on literature and District experience. Prepare annual budgets for system replacement and renewal based on condition assessment for inclusion in the recommended capital project list. Supplement with District provided condition-based projects.

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD WATER AND SEWER MASTER PLAN UPDATE**

SUMMARY OF DELIVERABLES:

1. Draft Master Plan Report
2. Final Draft Master Plan Report
3. Board PowerPoint Presentation
4. Data Files for Hydraulic Models
5. Final Master Plan Report

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD WATER AND SEWER MASTER PLAN UPDATE**

ATTACHMENT A – SMCSD STANDARD AGREEMENT



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

July 28, 2022

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

JUNE 2022 Revenue: \$263,079.44 Sale Revenues, Property Taxes, and Franchise Fees.

JUNE 2022 Expenses: \$310,291.72

FIRE DEPT PROJECTS:

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

JUNE costs: \$0

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

Status: In Process

Resolution 2022-22: Fire Temporary Housing Unit- Budget: \$274,378.95

JUNE costs: Civil Engineer THU RFP design

Project costs to date: \$13,880.13 (5% spent)

Status: In Process

Fire Station Remodel-

JUNE costs: Storage Container, plans \$4,399.18

Project costs to date: \$7,944.52

Status: In Process

Resolution 2022-31 Fire Station Code Enforcement Violation- Budget: \$46,500.00

JUNE costs: Demo Plans \$260.00

Project costs to date: \$260.00 (0.5% spent)

Status: In Process

UTILITY DEPT PROJECTS:

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

JUNE costs: Generator \$12,684.00

Grant use to date: \$197,363.42 (currently 86% of the Grant has been used)

Status: In Process

WWTF Expansion Resolution 2021-20,32,33,35- by SWRCB Order June 2018

JUNE costs: Grant Coordination and Design \$4,690.00

Project costs to date: \$494,101.59

Status: In Process

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

JUNE costs: \$0

Project costs to date: \$128,468.83 (62% spent)

Status: In Process

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

JUNE costs: 0

62 Status: Started

WWTF Resolution 2022-04: WSC – NOI for Permit- Budget: \$50,000.00

JUNE costs: \$0.00

Project costs to date: \$18,075.00 (36% spent)

Status: In Process

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

JUNE costs: Generator \$15,722.34

Project costs to date: \$23,722.34 (83% spent)

Status: In Process

C.S.D. PROJECTS:

Resolution 2022-20: IT Equipment Replacement- Budget: \$20,463.50

JUNE costs: Laptop and Hardware \$3,088.54

Project costs to date: \$3,088.54 (15% spent)

Status: In Process

LEGAL SERVICES

JUNE Legal bills: None received

2021/22 LEGAL EXPENSES TO DATE:

BOARD MEETINGS:	\$ 33,621.54
CSD BOARD REQUESTS:	\$ 6,231.36
FIRE:	\$ 1,864.80
GENERAL CSD/ADMIN:	\$ 10,702.60
GENERAL HR AND HR CONTRACTS:	\$ 38,591.29
HR INVESTIGATION/ARBITRATION:	\$ 4,287.38
PUBLIC RECORDS REQUESTS:	\$ 3,134.86
RECALL:	\$ 15,878.78
SEWER:	\$ 14,896.00
SOLID WASTE:	\$ 6,139.10
STEINBECK:	\$ 48,060.03
WHITE OAK:	\$ 3,330.20
WATER:	\$ 4,471.50
	\$ 191,209.44

LEGAL BILLS TO DATE:

\$ 191,209.44

TOP 5 GENERAL OPERATING EXPENSES:

- Swift Tectonics \$10,830.00 – River/Bonita water valve replacement
- Tesco Controls \$8,625.00 – Well Sites retrofit fan, Well programming
- RS Communications \$7,557.63 – E8696 & 8651 Radio Replacements
- Shore-Tek \$7,340.62 – Gas Monitor Replacement
- Water Systems Consulting \$2,617.50 – Indian Valley Tract, Cemetery Rd Dev review

MONTHLY RECURRING EXPENSES:

CalPERS Employer	\$14,973.34
PG&E (Facilities & Lighting)	\$12,180.48
US Bank SMCSO Credit Cards	\$7,426.39
WEX Bank SMCSO District Vehicle Fuel	\$3,050.71

RECOMMENDATION:

The June 2022 SMCSO Financial Reports are for review and information. After the Audit a final Financial Report will be presented.

PREPARED BY:

Michelle Hido

Financial Officer

REVIEWED BY:

Interim General Manager/Fire Chief

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8081 1	19702S 9338	650 13 STARS MEDIA 06/03/22 NOI ADOPT MITIGATED NEG DECL	310.86 310.86			40 64000	393		10200
8082 1	19702S 9342	650 13 STARS MEDIA 06/03/22 PUBLIC HEARING- WEED ABATEMENT	61.82 61.82*			20 62000	503		10200
8083 1	19702S 9339	650 13 STARS MEDIA 06/03/22 PUBLIC HEARING- GSP	396.22 396.22			50 65000	324		10200
8084 1	19702S 9340	650 13 STARS MEDIA 06/03/22 PUBLIC HEARING- PROP 218	312.18 312.18*			60 66000	393		10200
8085 1	19702S 9341	650 13 STARS MEDIA 06/03/22 PUBLIC HEARING- PROP 218 SPANI	361.96 361.96*			60 66000	393		10200
		Total for Vendor:	1,443.04						
8103 Inv# 134700000002	19703S	682 ACTION PROFESSIONALS	209.83						
1	04/01/22	Acct collection fee 20277-01	104.92			40 64000	305		10200
2	04/01/22	Acct collection fee 20277-01	104.91			50 65000	305		10200
		Total for Vendor:	209.83						
8060 1D9J-V4PL-YP94	19704S	689 AMAZON CAPITOL SERVICES	48.19						
1	06/01/22	CHNL LOCK PLIERS, DRILL BI	24.09			40 64000	351		10200
2	06/01/22	CHNL LOCK PLIERS, DRILL BI	24.10*			50 65000	351		10200
8061 171Y-66YD-WGX9	19704S	689 AMAZON CAPITOL SERVICES	31.93						
1	06/01/22	TRAFFIC MIRROR, DOCK CLEAT	31.93			40 64000	351		10200
8062 1P7G-Y41D-1HLR	19704S	689 AMAZON CAPITOL SERVICES	95.42						
1	06/01/22	P-TOUCH TAPE	95.42			20 62000	410		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8063	19704S	689 AMAZON CAPITOL SERVICES	53.57						
1TK3-JYY3-XMG3									
1	1TK3-JYY3-	06/01/22 PALLET JACK WHEELS + AXLES	53.57			60 66000	351		10200
8064	19704S	689 AMAZON CAPITOL SERVICES	61.12						
1VKD-3GIL-1KXJ									
1	1VKD-3GIL-	06/01/22 SHEET PROTECTORS, STAND, P	12.53			20 62000	410		10200
2	1VKD-3GIL-	06/01/22 SHEET PROTECTORS, STAND, P	1.22			30 63000	410		10200
3	1VKD-3GIL-	06/01/22 SHEET PROTECTORS, STAND, P	23.23			40 64000	410		10200
4	1VKD-3GIL-	06/01/22 SHEET PROTECTORS, STAND, P	22.92			50 65000	410		10200
5	1VKD-3GIL-	06/01/22 SHEET PROTECTORS, STAND, P	1.22			60 66000	410		10200
8228		689 AMAZON CAPITOL SERVICES	358.95						
197W-1CVG-4YPR									
1	07/01/22	PAPER, FOLDERS, TONER	73.59			20 62000	410		10200
197W-1CVG-4YPR									
2	07/01/22	PAPER, FOLDERS, TONER	7.18			30 63000	410		10200
197W-1CVG-4YPR									
3	07/01/22	PAPER, FOLDERS, TONER	136.40			40 64000	410		10200
197W-1CVG-4YPR									
4	07/01/22	PAPER, FOLDERS, TONER	134.60			50 65000	410		10200
197W-1CVG-4YPR									
5	07/01/22	PAPER, FOLDERS, TONER	7.18			60 66000	410		10200
197W-1CVG-4YPR									
Total for Vendor:			649.18						
8121	19728S	714 AT&T MOBILITY	88.66						
FIRE CELL PHONES									
1	06102022	06/02/22 FIRE CELL PHONE - ROBERSON	44.33*			20 62000	465		10200
2	06102022	06/02/22 FIRE CELL PHONE - YOUNG	44.33*			20 62000	465		10200
Total for Vendor:			88.66						
8070	19705S	622 BALDWIN ELECTRIC SERVICE	360.00						
AERATOR PUMP #1-		LABOR AND TROUBLE SHOOT							
1	441 05/26/22	AERATOR PUMP #1-LABOR STARTER	360.00			40 64000	582		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 3 of 34
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
8086	19705S	622 BALDWIN ELECTRIC SERVICE	798.00						
#2		MOTOR CONTRACTOR REPLACEMENT FOR AERATOR #1							
1	445 05/30/22	AERATOR PUMP #1-REPLCMT CONTRT	798.00			40 64000	582		10200
		Total for Vendor:	1,158.00						
8065	19706S	709 BHI MANAGEMENT CONSULTING	1,950.00						
1	022-36 05/31/22	STRATEGIC PLAN:DRAFT DOC DEVEL	399.75*			20 62000	900		10200
2	022-36 05/31/22	STRATEGIC PLAN:DRAFT DOC DEVEL	39.00			30 63000	900		10200
3	022-36 05/31/22	STRATEGIC PLAN:DRAFT DOC DEVEL	741.00			40 64000	900		10200
4	022-36 05/31/22	STRATEGIC PLAN:DRAFT DOC DEVEL	731.25			50 65000	900		10200
5	022-36 05/31/22	STRATEGIC PLAN:DRAFT DOC DEVEL	39.00			60 66000	900		10200
8185	19753S	709 BHI MANAGEMENT CONSULTING	1,300.00						
1	022-42 06/26/22	STRATEGIC PLAN:DRAFT DOC DEVEL	266.50*			20 62000	900		10200
2	022-42 06/26/22	STRATEGIC PLAN:DRAFT DOC DEVEL	26.00			30 63000	900		10200
3	022-42 06/26/22	STRATEGIC PLAN:DRAFT DOC DEVEL	494.00			40 64000	900		10200
4	022-42 06/26/22	STRATEGIC PLAN:DRAFT DOC DEVEL	487.50			50 65000	900		10200
5	022-42 06/26/22	STRATEGIC PLAN:DRAFT DOC DEVEL	26.00			60 66000	900		10200
		Total for Vendor:	3,250.00						
8098	19707S	34 BLAKE'S INC	7.28						
1	1495432 06/06/22	PVC 1" SCH80	7.28			50 65000	535		10200
8099	19707S	34 BLAKE'S INC	19.66						
1	1494344 05/25/22	CHIP BRUSH x8, HARDWARE	19.66			40 64000	351		10200
8134	19729S	34 BLAKE'S INC	10.85						
1	1496853 06/09/22	SPRAY FOAM	10.85			40 64000	305		10200
		Total for Vendor:	37.79						
8123	19730S	573 BURT INDUSTRIAL SUPPLY	70.99						
1	108658 06/10/22	BLUE MARKING TAPE/PAINT	70.99			50 65000	353		10200
		Total for Vendor:	70.99						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8173	-99345E	416 CALPERS	314.90						
		CalPers 1959 Survivor EMPLOYER PREMIUM FY 2021/2022 26019							
1	16841837	06/20/22 CalPers 1959 Survivor PEPRA	75.58*			20 62000	225		10250
2	16841837	06/20/22 CalPers 1959 Survivor PEPRA	7.87			30 63000	225		10250
3	16841837	06/20/22 CalPers 1959 Survivor PEPRA	113.36*			40 64000	225		10250
4	16841837	06/20/22 CalPers 1959 Survivor PEPRA	111.79*			50 65000	225		10250
5	16841837	06/20/22 CalPers 1959 Survivor PEPRA	6.30*			60 66000	225		10250
8174	-99344E	416 CALPERS	112.80						
		CalPers 1959 Survivor EMPLOYER PREMIUM FY 2021/2022 4680							
1	16841021	06/20/22 CalPers 1959 Survivor CLASSI	56.40*			40 64000	225		10250
2	16841021	06/20/22 CalPers 1959 Survivor CLASSI	56.40*			50 65000	225		10250
8186	-99343E	416 CALPERS	123.34						
		CalPers 26019 Retirement/PEPRA PPE Check Date 5/6/22							
3	16804587	05/06/22 CalPers 3100 Retirement RK	61.67			40 21851			10250
4	16804587	05/06/22 CalPers 3100 Retirement RK	61.67			50 21851			10250
8187	-99342E	416 CALPERS	501.08						
		CalPers PERPA Annual Unfunded Accrued Liability Actuarial Valuation for Rate Plan 26019							
1	16817586	06/01/22 CalPers 3100 Retirement	102.72			20 21851			10250
2	16817586	06/01/22 CalPers 3100 Retirement	10.02			30 21851			10250
3	16817586	06/01/22 CalPers 3100 Retirement	190.41			40 21851			10250
4	16817586	06/01/22 CalPers 3100 Retirement	187.91			50 21851			10250
5	16817586	06/01/22 CalPers 3100 Retirement	10.02			60 21851			10250
8188	-99341E	416 CALPERS	1,387.17						
		CalPers 4680 Annual Unfunded Accrued Liability Classic Plan 06-30-19 Actuarial Valuation							
1	16817580	06/01/22 CalPers 3100 Retirement	0.00			20 21850			10250
2	16817580	06/01/22 CalPers 3100 Retirement	69.34			30 21850			10250
3	16817580	06/01/22 CalPers 3100 Retirement	624.24			40 21850			10250

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4	16817580	06/01/22 CalPers 3100 Retirement	624.24			50 21850			10250
5	16817580	06/01/22 CalPers 3100 Retirement	69.35			60 21850			10250
		Total for Vendor:	2,439.29						
8071	19708S	67 CHARTER COMMUNICATIONS	119.98						
	Acct# 8245 10 105 0040553	1765 Bonita Treatment Facility							
		Service from 5/18/2022 - 6/17/2022							
1	0553051822	05/18/22 Internet/Voice WWTP 5/18-6	59.99			40 64000	375		10200
2	0553051822	05/18/22 Internet/Voice WWTP 5/18-6	59.99			50 65000	375		10200
8135	19731S	67 CHARTER COMMUNICATIONS	129.98						
	Acct# 8245 10 105 0027311	Spectrum Business Internet/Voice							
		Service 6/11/22 - 7/10/22							
1	06/11/22	Internet/Voice CSD JULY	64.99			40 64000	375		10200
	0027311061122								
2	06/11/22	Internet/Voice CSD JULY	64.99			50 65000	375		10200
	0027311061122								
8182	19754S	67 CHARTER COMMUNICATIONS	119.98						
	Acct# 8245 10 105 0040553	1765 Bonita Treatment Facility							
		Service from 6/18/2022 - 7/17/2022							
1	0553061822	06/18/22 Internet/Voice WWTP 6/18-7	59.99			40 64000	375		10200
2	0553061822	06/18/22 Internet/Voice WWTP 6/18-7	59.99			50 65000	375		10200
		Total for Vendor:	369.94						
8100	19709S	712 CIO SOLUTIONS	2,869.79						
	RESOLUTION 2022-20								
1	94827-122	05/31/22 LAPTOP HARDWARE TP	463.21			20 62000	475		10200
2	94827-122	05/31/22 LAPTOP HARDWARE TP	45.19			30 63000	475		10200
3	94827-122	05/31/22 LAPTOP HARDWARE TP	858.64			40 64000	475		10200
4	94827-122	05/31/22 LAPTOP HARDWARE TP	847.34			50 65000	475		10200
5	94827-122	05/31/22 LAPTOP HARDWARE TP	45.19			60 66000	475		10200
6	94827-122	05/31/22 HARDWARE KD	30.51			30 63000	475		10200
7	94827-122	05/31/22 HARDWARE KD	274.60			40 64000	475		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8	94827-122	05/31/22 HARDWARE KD	274.60			50 65000	475		10200
9	94827-122	05/31/22 HARDWARE KD	30.51			60 66000	475		10200
8204	19778S	712 CIO SOLUTIONS	218.75						
3	95435-122	06/30/22 MDM SETUP	109.38			40 64000	475		10200
4	95435-122	06/30/22 MDM SETUP	109.37			50 65000	475		10200
		Total for Vendor:	3,088.54						
8226		583 COBLENTZ, BIEHLE & CRAMER	1,470.00						
1	9728	06/30/22 QTR 3,4,1 REVIEW, PR COMPLIANC	301.35*			20 62000	325		10200
2	9728	06/30/22 QTR 3,4,1 REVIEW, PR COMPLIANC	29.40			30 63000	325		10200
3	9728	06/30/22 QTR 3,4,1 REVIEW, PR COMPLIANC	558.60			40 64000	325		10200
4	9728	06/30/22 QTR 3,4,1 REVIEW, PR COMPLIANC	551.25			50 65000	325		10200
5	9728	06/30/22 QTR 3,4,1 REVIEW, PR COMPLIANC	29.40			60 66000	325		10200
		Total for Vendor:	1,470.00						
8091	19710S	584 CORE & MAIN LP	1,448.95						
799	MISSION ST								
1	Q907830	05/27/22 VALVE & FITTINGS	1,448.95			50 65000	353		10200
8146	19755S	584 CORE & MAIN LP	45.77						
		WATER METER							
1	Q899463	06/15/22 BADGER, SHROUD, LID	45.77*			50 65000	525		10200
8147	19755S	584 CORE & MAIN LP	573.79						
1	Q767577	06/15/22 MTR CF 3G WATER METER	573.79*			50 65000	525		10200
		Total for Vendor:	2,068.51						
8104	19711S	654 CULLIGAN WATER	19.22						
1	983412	05/31/22 WATER DELIVERY APRIL	9.61			40 64000	305		10200
2	990082	05/31/22 WATER DELIVERY APRIL	9.61			50 65000	305		10200
8203	19779S	654 CULLIGAN WATER	44.55						
1	10189	06/30/22 WATER DELIVERY JUNE	22.27			40 64000	305		10200
2	10189	06/30/22 WATER DELIVERY JUNE	22.28			50 65000	305		10200
		Total for Vendor:	63.77						

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 7 of 34
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
8145	19756S	660 DUDEK	95.00						
1	202202236	04/11/22 TECH. ANALYSIS	95.00			40 64000	587		10200
		Total for Vendor:	95.00						
8058	19712S	109 FERGUSON ENTERPRISES	1,339.03						
1	9949504	05/19/22 PIPE & FITTINGS- RIVER/BONITA	1,339.03			50 65000	353		10200
8059	19712S	109 FERGUSON ENTERPRISES	1,310.59						
1	9941502	05/16/22 PIPE & FITTINGS- RIVER/BONITA	1,310.59			50 65000	353		10200
8125	19732S	109 FERGUSON ENTERPRISES	924.92						
1	9974887	06/02/22 BLUE PIPE C900 DR18 PVC	924.92			50 65000	353		10200
8126	19732S	109 FERGUSON ENTERPRISES	30.18						
1	9972439	06/01/22 PIPE & FITTINGS	30.18			50 65000	353		10200
8194	19780S	109 FERGUSON ENTERPRISES	42.90						
1	0011626	06/27/22 READ LID FOR B40M	42.90			50 65000	353		10200
		Total for Vendor:	3,647.62						
8073	19713S	112 FGL - ENVIRONMENTAL ANALYTICAL	173.00						
1	280219A	05/24/22 2021 CCR MULTIPLE SOURCE REPR	173.00			50 65000	305		10200
8074	19713S	112 FGL - ENVIRONMENTAL ANALYTICAL	95.00						
1	281429A	05/23/22 Metals	95.00*			50 65000	358		10200
8075	19713S	112 FGL - ENVIRONMENTAL ANALYTICAL	95.00						
1	281524A	05/24/22 Metals	95.00*			50 65000	358		10200
8076	19713S	112 FGL - ENVIRONMENTAL ANALYTICAL	156.00						
1	281523A	05/25/22 COLIFORM	52.00			50 65000	356		10200
2	281523A	05/25/22 COLIFORM	52.00			50 65000	357		10200
3	281523A	05/25/22 COLIFORM	52.00*			50 65000	358		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 8 of 34
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
8077 3	19713S 281525A	112 FGL - ENVIRONMENTAL ANALYTICAL 05/25/22 COLIFORM	100.00 100.00			50 65000	359		10200
8078 2	19713S 281343A	112 FGL - ENVIRONMENTAL ANALYTICAL 05/24/22 WET CHEMISTRY	159.00 159.00			40 64000	355		10200
8079 2	19713S 281417A	112 FGL - ENVIRONMENTAL ANALYTICAL 05/24/22 WET CHEMISTRY	159.00 159.00			40 64000	355		10200
8080 1	19713S 281490A	112 FGL - ENVIRONMENTAL ANALYTICAL 05/25/22 WET CHEMISTRY	159.00 159.00			40 64000	355		10200
8115 1	19733S 281577A	112 FGL - ENVIRONMENTAL ANALYTICAL 04/27/22 Metals	205.00 205.00			40 64000	355		10200
8116 1	19733S 281575A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/14/22 Metals	162.00 162.00			40 64000	355		10200
8128 1	19733S 281696A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/20/22 WET CHEMISTRY	14.00 14.00*			50 65000	358		10200
8129 1	19733S 281697A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/09/22 WET CHEMISTRY	14.00 14.00			50 65000	356		10200
8130 1	19733S 281699A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/09/22 Metals	95.00 95.00			50 65000	357		10200
8138 1	19733S 281596A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/15/22 Metals	81.00 81.00*			50 65000	358		10200
8156 1	19757S 281696A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/20/22 WET CHEMISTRY	14.00 14.00*			50 65000	358		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 9 of 34
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
8157 1	19757S 281576A	112 FGL - ENVIRONMENTAL ANALYTICAL Metals	70.00 70.00			40 64000	355		10200
8177 1	19757S 281814A	112 FGL - ENVIRONMENTAL ANALYTICAL Metals	95.00 95.00*			50 65000	358		10200
8178 1	19757S 281977A	112 FGL - ENVIRONMENTAL ANALYTICAL Metals	95.00 95.00*			50 65000	358		10200
8179 2	19757S 281679A	112 FGL - ENVIRONMENTAL ANALYTICAL WET CHEMISTRY	159.00 159.00			40 64000	355		10200
8206 1	19781S 282108A	112 FGL - ENVIRONMENTAL ANALYTICAL Metals	346.00 346.00			40 64000	355		10200
8207 1	19781S 282109A	112 FGL - ENVIRONMENTAL ANALYTICAL COLIFORM	125.00 125.00*			50 65000	358		10200
8208 1	19781S 282107A	112 FGL - ENVIRONMENTAL ANALYTICAL Metals	148.00 148.00			40 64000	355		10200
8209 1	19781S 282106A	112 FGL - ENVIRONMENTAL ANALYTICAL Metals	95.00 95.00*			50 65000	358		10200
8210 1	19781S 282244A	112 FGL - ENVIRONMENTAL ANALYTICAL Metals	95.00 95.00*			50 65000	358		10200
Total for Vendor:			2,909.00						
8131	19734S	632 FRONTIER COMMUNICATIONS (216-5)	84.64						
Acct #805-467-2015-051216-5									
Service from 06/1/22 - 06/30/22									
SCADA									
1	JUNE 2022	06/01/22 Alarm/SCADA	42.32			40 64000	310		10200
2	JUNE 2022	06/01/22 Alarm/SCADA	42.32			50 65000	310		10200
Total for Vendor:			84.64						

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 10 of 34
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
8069	19714S	308 FRONTIER COMMUNICATIONS (412-5)	61.19						
Acct #8054672818010412-5 Service from 4/22/22 - 5/21/22									
FS/CSD ALARM									
1	05/22/22	FS/CSD Alarm JUNE	12.55*			20 62000	310		10200
2	05/22/22	FS/CSD Alarm JUNE	1.22			30 63000	310		10200
3	05/22/22	FS/CSD Alarm JUNE	23.25			40 64000	310		10200
4	05/22/22	FS/CSD Alarm JUNE	22.94			50 65000	310		10200
5	05/22/22	FS/CSD Alarm JUNE	1.23			60 66000	310		10200
Total for Vendor:			61.19						
8127	19735S	348 GOLDING CONCRETE SAWING	400.00						
1	34340 06/02/22	Saw cutting	400.00			50 65000	353		10200
Total for Vendor:			400.00						
8184	19758S	125 GREAT WESTERN ALARM	83.16						
A0702 UTILITIES EMERGENCY Service Period: 7/01/22 - 7/31/22									
Inv 220602242101									
1	2206022421	07/01/22 Answering Service JULY	41.58			40 64000	380		10200
2	2206022421	07/01/22 Answering Service JULY	41.58			50 65000	380		10200
Total for Vendor:			83.16						
8102	19715S	129 HACH COMPANY	807.34						
Acct #292463 REF 320133710-1									
1	13077963	06/06/22 REGENT SET- CHLORINE	269.12			50 65000	356		10200
2	13077963	06/06/22 REGENT SET- CHLORINE	269.11			50 65000	357		10200
3	13077963	06/06/22 REGENT SET- CHLORINE	269.11*			50 65000	358		10200
8136	19736S	129 HACH COMPANY	345.82						
Acct #292463 REF 320172397-1									
1	13090779	06/13/22 DEIONIZED 4L, VIALS	115.27			50 65000	356		10200
2	13090779	06/13/22 DEIONIZED 4L, VIALS	115.27			50 65000	357		10200
3	13090779	06/13/22 DEIONIZED 4L, VIALS	115.28*			50 65000	358		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 11 of 34
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
8148	19759S	129 HACH COMPANY	272.67						
Acct #292463 REF 320172397-1									
1	13094712	06/14/22 STABLCAL CALIB SET 2100P	90.89			50 65000	356		10200
2	13094712	06/14/22 STABLCAL CALIB SET 2100P	90.89			50 65000	357		10200
3	13094712	06/14/22 STABLCAL CALIB SET 2100P	90.89*			50 65000	358		10200
8149	19759S	129 HACH COMPANY	92.72						
Acct #292463 REF 320172397-1									
1	13096959	06/15/22 DPD FREE DISPENSER & POWDER	30.90			50 65000	356		10200
2	13096959	06/15/22 DPD FREE DISPENSER & POWDER	30.91			50 65000	357		10200
3	13096959	06/15/22 DPD FREE DISPENSER & POWDER	30.91*			50 65000	358		10200
8176	19759S	129 HACH COMPANY	631.83						
Acct #292463 REF 320172397-1									
1	13101264	06/17/22 COLORIMETER BOX DR300	210.61			50 65000	356		10200
2	13101264	06/17/22 COLORIMETER BOX DR300	210.61			50 65000	357		10200
3	13101264	06/17/22 COLORIMETER BOX DR300	210.61*			50 65000	358		10200
8217	19782S	129 HACH COMPANY	19.00						
Acct #292463 REF 320193024-1									
1	13118602	06/29/22 FORMAZIN STD TURB WELL 3	145.83			50 65000	481		10200
2	13118602	06/29/22 FORMAZIN STD TURB WELL 4	145.84			50 65000	482		10200
9900	2201166	06/28/22 STABLCAL CALIB SET RETURN	-90.89			50 65000	356		10200
CI	9								
9901	2201166	06/28/22 STABLCAL CALIB SET RETURN	-90.89			50 65000	357		10200
CI	9								
9902	2201166	06/28/22 STABLCAL CALIB SET RETURN	-90.89*			50 65000	358		10200
CI	9								
Total for Vendor:			2,169.38						

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 12 of 34
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
8101	19716S	684 INTERNATION CODE COUNCIL, INC	145.00						
1	3336365	06/06/22 ANNUAL ICC MEMBERSHIP 2022/23	145.00			20 62000	385		10200
		Total for Vendor:	145.00						
8175	19760S	147 JB DEWAR	2,590.22						
1	208950	06/17/22 Clear Diesel- 195.6 GAL	1,361.96*			20 62000	485		10200
2	208950	06/17/22 Clear Diesel- 88.20 GAL	614.13*			40 64000	485		10200
3	208950	06/17/22 Clear Diesel- 88.20 GAL	614.13*			50 65000	485		10200
		Total for Vendor:	2,590.22						
8162	19761S	626 JOHN DEER FINANCIAL	90.81						
1	768231	06/16/22 MOWER KNIFE, FILLER CAP & SCREW	45.41			40 64000	351		10200
2	768231	06/16/22 MOWER KNIFE, FILLER CAP & SCREW	45.40*			50 65000	351		10200
		Total for Vendor:	90.81						
8117	19737S	722 JOSE VENTURA	5,030.00						
2022 WEED ABATEMENT									
1	06/16/22	2022 WEED ABATEMENT	5,030.00*			20 62000	503		10200
		Total for Vendor:	5,030.00						
8122	19738S	723 MARATHON POWER	962.00						
1	9626	06/10/22 1500VA VAULT BATTERY CARTRIDGE	962.00*			50 65000	351		10200
		Total for Vendor:	962.00						
8118	19739S	696 MCD SERVICES	260.00						
1	1287	06/15/22 CIVIL ENGR- CSD DEMO PLANS	260.00*			20 62000	352		10200
8119	19739S	696 MCD SERVICES	552.50						
1	1288	06/15/22 CIVIL ENGR- THU RFP DESIGN	552.50*			20 62000	511		10200
8120	19739S	696 MCD SERVICES	617.50						
1	1289	06/15/22 CIVIL ENGR- APP BAY PRELIM DES	617.50			20 62000	326		10200
		Total for Vendor:	1,430.00						

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 13 of 34
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
8088	19717S	646 MISSION UNIFORM SERVICE	50.29						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	517132983	06/01/22 Employee Uniforms	1.00			30 63000	495		10200
2	517132983	06/01/22 Employee Uniforms	24.14*			40 64000	495		10200
4	517132983	06/01/22 Employee Uniforms	24.15*			50 65000	495		10200
5	517132983	06/01/22 Employee Uniforms	1.00			60 66000	495		10200
8107	19740S	646 MISSION UNIFORM SERVICE	50.29						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	517218702	06/15/22 Employee Uniforms	1.00			30 63000	495		10200
2	517218702	06/15/22 Employee Uniforms	24.14*			40 64000	495		10200
4	517218702	06/15/22 Employee Uniforms	24.15*			50 65000	495		10200
5	517218702	06/15/22 Employee Uniforms	1.00			60 66000	495		10200
8108	19740S	646 MISSION UNIFORM SERVICE	3.00						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
		Inv# 516961570 vs CM# 516446265							
2	516961570	05/31/22 Employee Uniforms	1.50*			40 64000	495		10200
4	516961570	05/31/22 Employee Uniforms	1.50*			50 65000	495		10200
8109	19740S	646 MISSION UNIFORM SERVICE	50.29						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	517172755	06/08/22 Employee Uniforms	1.00			30 63000	495		10200
2	517172755	06/08/22 Employee Uniforms	24.14*			40 64000	495		10200
4	517172755	06/08/22 Employee Uniforms	24.15*			50 65000	495		10200
5	517172755	06/08/22 Employee Uniforms	1.00			60 66000	495		10200
8155	19762S	646 MISSION UNIFORM SERVICE	50.29						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	517260954	06/22/22 Employee Uniforms	1.00			30 63000	495		10200
2	517260954	06/22/22 Employee Uniforms	24.14*			40 64000	495		10200
4	517260954	06/22/22 Employee Uniforms	24.15*			50 65000	495		10200
5	517260954	06/22/22 Employee Uniforms	1.00			60 66000	495		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 14 of 34
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
8211	19783S	646 MISSION UNIFORM SERVICE	50.29						
		Uniforms; Dodds, Sobotka, Pittman, Paslay							
1	517305688	06/29/22 Employee Uniforms	1.00			30 63000	495		10200
2	517305688	06/29/22 Employee Uniforms	24.14*			40 64000	495		10200
4	517305688	06/29/22 Employee Uniforms	24.15*			50 65000	495		10200
5	517305688	06/29/22 Employee Uniforms	1.00			60 66000	495		10200
		Total for Vendor:	254.45						
8110	19741S	602 MULLAHEY CHRYSLER DODGE JEEP RAM	78.20						
		Truck #8632							
1	60506	05/26/22 #8632 Service Truck	39.10			40 64000	354		10200
2	60506	05/26/22 #8632 Service Truck	39.10			50 65000	354		10200
		Total for Vendor:	78.20						
8068	19718S	17 N. REX AWALT CORPORATION	12.78						
		FITTINGS							
1	20445	05/26/22 FITTINGS GALV 2X6	12.78			50 65000	353		10200
8090	19718S	17 N. REX AWALT CORPORATION	265.32						
1	20452	06/03/22 2" GALV PIPE x21	265.32			50 65000	353		10200
8213	19784S	17 N. REX AWALT CORPORATION	195.77						
		FITTINGS							
1	20480	06/22/22 FITTINGS GALV PIPE & BELL REDU	195.77			50 65000	353		10200
		Total for Vendor:	473.87						
8219	19785S	182 NAPA AUTO PARTS	16.29						
1	134164	06/29/22 FILTER JETTER TRLR	16.29			40 64000	351		10200
		Total for Vendor:	16.29						
8066	19719S	425 NFPA	175.00						
		Membership Scott Young 22/23							
		ID# 3371247							
1	8153072X	05/02/22 NFPA Membership Young 22/23	175.00			20 62000	385		10200
		Total for Vendor:	175.00						

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 15 of 34
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
8133	19742S	636 OFFICE1 Maintenance Contract #CBM6913-02 Samsung/X4250LX	158.25						
Acct No. 013014									
1	AR817898	06/06/22 MAINT/COPY CNTRCT 4/4-5/3/22	23.99			20 62000	334		10200
2	AR817898	06/06/22 MAINT/COPY CNTRCT 4/4-5/3/22	2.34			30 63000	334		10200
3	AR817898	06/06/22 MAINT/COPY CNTRCT 4/4-5/3/22	44.48			40 64000	334		10200
4	AR817898	06/06/22 MAINT/COPY CNTRCT 4/4-5/3/22	43.89			50 65000	334		10200
5	AR817898	06/06/22 MAINT/COPY CNTRCT 4/4-5/3/22	2.35			60 66000	334		10200
6	AR817898	06/06/22 WEED NOTICE COPIES	41.20*			20 62000	503		10200
8180	19763S	636 OFFICE1 Maintenance Contract #CBM6913-02 Samsung/X4250LX	85.71						
Acct No. 013014									
1	AR806897	05/03/22 MAINT/COPY CNTRCT 5/4-6/3/22	17.58			20 62000	334		10200
2	AR806897	05/03/22 MAINT/COPY CNTRCT 5/4-6/3/22	1.71			30 63000	334		10200
3	AR806897	05/03/22 MAINT/COPY CNTRCT 5/4-6/3/22	32.57			40 64000	334		10200
4	AR806897	05/03/22 MAINT/COPY CNTRCT 5/4-6/3/22	32.14			50 65000	334		10200
5	AR806897	05/03/22 MAINT/COPY CNTRCT 5/4-6/3/22	1.71			60 66000	334		10200
Total for Vendor:			243.96						
8142	19743S	999999 PAPICH CONSTRUCTION Water HYDRANT METER deposit refund METER 8927371	528.48						
27489-11									
2	27489-11	06/15/22 WATER METER 8927371 REFUND	528.48			50 20550			10200
Total for Vendor:			528.48						
8089	19720S	681 PASLAY, TREVOR 1 06/03/22 REIMBURSE: LOWES FITTINGS	32.58			50 65000	353		10200
8220	19786S	681 PASLAY, TREVOR WATER D2 OPERATOR CERT RENEWAL REIMBURSEMENT	60.00						
1	35990	06/29/22 WATER D2 OPP CERT REIMBURSE	60.00*			50 65000	715		10200
Total for Vendor:			92.58						

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 16 of 34
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
8137	19744S	208 PG&E #6480-8	1,098.13						
	Acct #8565976480-8								
1	06/15/22	12th & K 8565976725	9.69			30 63000	381		10200
2	06/15/22	11TH STREET - 8562053214	47.84			30 63000	381		10200
3	06/15/22	RIO MESA CIR - 8564394360	23.72			30 63000	381		10200
4	06/15/22	VERDE/RIO MESA - 8560673934	59.31			30 63000	381		10200
5	06/15/22	Mission Heights - 8565976482	171.54			30 63000	381		10200
6	06/15/22	Tract 2605 - 8565976109	36.75			30 63000	381		10200
7	06/15/22	9898 River Rd. - 8565976002	353.81			30 63000	381		10200
8	06/15/22	9898 River Rd. - 8565976004	44.01			30 63000	381		10200
9	06/15/22	9898 River Rd. - 8565976008	207.92			30 63000	381		10200
10	06/15/22	9898 River Rd. - 8565976014	71.66			30 63000	381		10200
11	06/15/22	9898 River Rd. - 8565976481	51.41			30 63000	381		10200
12	06/15/22	9898 River Rd. - 8565976483	20.47			30 63000	381		10200
		Total for Vendor:	1,098.13						
8158	19764S	209 PG&E #6851-8	11,082.35						
	Acct #3675186851-8								
1	06/20/22	Old Fire Station/1297 L St	24.85			20 62000	381		10200
2	06/20/22	Fire Station/1150 Mission	9.53			20 62000	381		10200
3	06/20/22	Water Works #1/Well 3	2,175.32			50 65000	381		10200
4	06/20/22	Bonita Pl & 16th/Well 4	1,979.23			50 65000	381		10200
5	06/20/22	N St/WWTF	6,250.89			40 64000	381		10200
6	06/20/22	2HP Booster Station	9.53			50 65000	381		10200
7	06/20/22	Mission Heights Booster	9.53			50 65000	381		10200
8	06/20/22	14th St. & K St.	82.00			50 65000	381		10200
9	06/20/22	942 Soka Way lift station	108.47			40 64000	379		10200
10	06/20/22	Missn & 12th Lanscape~St light	103.28			30 63000	381		10200
11	06/20/22	SLT Well	329.72			50 65000	381		10200
		Total for Vendor:	11,082.35						
8160	19765S	600 RS COMMUNICATIONS CONSULTANTS	7,557.63						
1	SMF62122	06/21/22 8696 & 8651 RADIO REPLACEMEN	7,557.63*			20 62000	470		10200
		Total for Vendor:	7,557.63						

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 17 of 34
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
8092	19721S	609 SAN LUIS POWERHOUSE	225.00						
		FIRE STATION GENERATOR SERVICE CALL							
1	46780	05/26/22 FIRE STATION GENERATOR SERVICE	225.00*			20 62000	351		10200
8093	19721S	609 SAN LUIS POWERHOUSE	670.00						
		MISSION GARDENS LIFT STATION GENERATOR SERVICE CALL							
1	46781	05/26/22 MG LIFT STATION GENERATOR SERV	670.00			40 64000	349		10200
8094	19721S	609 SAN LUIS POWERHOUSE	878.59						
		WWTF GENERATOR SERVICE CALL							
1	46779	06/26/22 WWTF GENERATOR SERVICE	878.59			40 64000	351		10200
8205	19787S	609 SAN LUIS POWERHOUSE	15,722.34						
		MISSION GARDENS LIFT STATION GENERATOR RES 2022-03							
1	46196	02/02/22 MG LIFT ST GENERATOR 2022-03	15,722.34			40 64000	580		10200
		Total for Vendor:	17,495.93						
8114	19745S	481 SAN MIGUEL COMMUNITY SERVICES	340.91						
		021-391-001							
1	2022-INT	06/16/22 2022 WEED ABATEMENT	340.91*			20 62000	503		10200
8165	19766S	481 SAN MIGUEL COMMUNITY SERVICES	183.44						
		01004-00							
1	06/15/22	1150 Mission Street	91.72			50 65000	384		10200
2	06/15/22	1150 Mission Street	91.72*			40 64000	384		10200
8166	19766S	481 SAN MIGUEL COMMUNITY SERVICES	2.00						
		01004B-00							
1	1004B-00	06/15/22 1150 Mission Street	2.00*			20 62000	384		10200
8167	19766S	481 SAN MIGUEL COMMUNITY SERVICES	384.41						
		20547-00							
1	06/15/22	1203 Mission St Irrigation Mtr	384.41			30 63000	384		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 18 of 34
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
8168 1	19766S 06/15/22	481 SAN MIGUEL COMMUNITY SERVICES 942 Soka Way	52.54 52.54*			40 64000	384		10200
8169 1	19766S 06/15/22	481 SAN MIGUEL COMMUNITY SERVICES 1765 Bonita	55.54 55.54*			40 64000	384		10200
8170 1	19766S 06/15/22	481 SAN MIGUEL COMMUNITY SERVICES 1199 Mission Irrigation Meter	150.09 150.09			30 63000	384		10200
		Total for Vendor:	1,168.93						
8105 1 2	19722S 06/01/22 06/01/22	238 SAN MIGUEL GARBAGE JUNE 2022 JUNE 2022	103.98 51.99 51.99			40 64000 50 65000	383 383		10200 10200
		Total for Vendor:	103.98						
8192 1	19788S 06/27/22	541 SAN MIGUEL ROLL-OFF COMPANY, COMMUNITY CLEAN UP 40Y Roll off 26R00004 2X 40Y ROLLOFF CLEAN-UP DAY	1,088.78 1,088.78			60 66000	305		10200
		Total for Vendor:	1,088.78						
8097 1 2	19723S 06/06/22 06/06/22	349 SHORE-TEK TRENCH & EXCAVATION TRENCH PLATE RENTAL SAFETY VEST	119.24 97.50 21.74			50 65000 50 65000	535 348		10200 10200
8124 1	19746S 06/09/22	349 SHORE-TEK TRENCH & EXCAVATION 4 GAS MONITOR REPLACEMENT	7,340.62 7,340.62*			20 62000	351		10200
		Total for Vendor:	7,459.86						
8072 1	19724S 05/24/22	589 SOUTH COAST EMERGENCY VEHICLE E8696 B.I.T. INSPECTION	1,415.52 1,415.52			20 62000	354		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 19 of 34
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
8199	19789S	589 SOUTH COAST EMERGENCY VEHICLE	276.00						
8668		RELIEF VALVE LEAK REPAIR							
1	508111	05/12/22 8668 RELIEF VALVE LEAK REPAIR	276.00			20 62000	354		10200
		Total for Vendor:	1,691.52						
8141	19747S	999999 SPROUSE COMMUNICATION	650.00						
		Water HYDRANT METER deposit refund							
		METER 18220550							
27485-06									
2	27485-06	06/15/22 WATER METER 18220550 REFUND	650.00			50 20550			10200
		Total for Vendor:	650.00						
8150	19767S	460 STATE WATER RESOURCES CONTROL	95.00						
		Parent WW OIT Grade 1 Application							
1	06/21/22	PARENT WW OIT-1 APPLICATION	95.00*			40 64000	715		10200
		Total for Vendor:	95.00						
8067	19725S	721 SURE FIRE TRAINING INC	500.00						
		W NAVARRO CA-219 FIRING OPS COURSE AND CERT							
1	22-014	05/31/22 WN FIRING OPS COURSE AND CERT	500.00*			20 62000	386		10200
		Total for Vendor:	500.00						
8215	19790S	378 SWIFT TECTONICS, INC.	10,830.00						
		RIVER/BONITA WATER VALVE REPLACEMENT							
1	6300	06/20/22 RIVER/BONITA WATER VALVE REP	10,830.00			50 65000	353		10200
8216	19790S	378 SWIFT TECTONICS, INC.	681.04						
		SLT WELL GAS TRENCH BACKFILL							
1	6301	06/30/22 SLT WELL GAS TRENCH BACKFILL	681.04			50 65000	353		10200
		Total for Vendor:	11,511.04						
8111	19748S	281 TESCO CONTROLS INC	4,905.00						
		Cust Number: SAN/MI							
		Job Number: 45073X3							
1	0075931-IN	02/28/22 WELL SITES RETROFIT FAN/LO	4,905.00*			50 65000	351		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8112	19748S	281 TESCO CONTROLS INC	3,720.00						
Cust Number: SAN/MI Job Number: 45073X4									
1	0075932-IN	02/28/22 WELL5&SLT WELL PROGRAMMING	3,720.00*			50 65000	351		10200
8113	19748S	281 TESCO CONTROLS INC	12,684.00						
Cust Number: SAN/MI Job Number: 45073X2									
1	0076873-IN	06/15/22 ADD GENERATOR/CAL OES GRAN	12,684.00			50 65000	590		10200
SAN/MI									
Total for Vendor:			21,309.00						
8222	19791S	282 THE BLUEPRINTER	99.18						
1	122-882	06/09/22 STATION RENOVATION PLANS	99.18*			20 62000	352		10200
Total for Vendor:			99.18						
8193	19792S	491 ULINE	1,997.57						
1	150422909	06/20/22 PALLET RACKS, BEAMS, DECKIN	998.78			40 64000	305		10200
2	150422909	06/20/22 PALLET RACKS, BEAMS, DECKIN	998.79			50 65000	305		10200
Total for Vendor:			1,997.57						
8152	19768S	301 US BANK	347.70						
RR STATEMENT DATE 6/22/2022									
1	RR JUN2022	06/22/22 JIFFY LUBE 8600	338.53			20 62000	354		10200
2	RR JUN2022	06/22/22 DOLLAR GENERAL - SOAP	9.17			20 62000	354		10200
8153	19768S	301 US BANK	635.08						
TP STATEMENT DATE 6/22/2022									
1	TP JUN22	06/22/22 ZOOM - BOARD MEETINGS	3.07			20 62000	385		10200
2	TP JUN22	06/22/22 ZOOM - BOARD MEETINGS	0.30			30 63000	385		10200
3	TP JUN22	06/22/22 ZOOM - BOARD MEETINGS	5.70*			40 64000	385		10200
4	TP JUN22	06/22/22 ZOOM - BOARD MEETINGS	5.62			50 65000	385		10200
5	TP JUN22	06/22/22 ZOOM - BOARD MEETINGS	0.30			60 66000	385		10200
11	TP JUN22	06/22/22 RINGCENTRAL JUNE PHONE	58.75*			20 62000	310		10200
12	TP JUN22	06/22/22 RINGCENTRAL JUNE PHONE	5.73			30 63000	310		10200
13	TP JUN22	06/22/22 RINGCENTRAL JUNE PHONE	108.91			40 64000	310		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
14	TP JUN22	06/22/22 RINGCENTRAL JUNE PHONE	107.48			50 65000	310		10200
15	TP JUN22	06/22/22 RINGCENTRAL JUNE PHONE	5.73			60 66000	310		10200
19	TP JUN22	06/22/22 USPS- ELECTION CERT MAIL	1.51			20 62000	315		10200
20	TP JUN22	06/22/22 USPS- ELECTION CERT MAIL	0.15			30 63000	315		10200
21	TP JUN22	06/22/22 USPS- ELECTION CERT MAIL	2.80			40 64000	315		10200
22	TP JUN22	06/22/22 USPS- ELECTION CERT MAIL	2.77			50 65000	315		10200
23	TP JUN22	06/22/22 USPS- ELECTION CERT MAIL	0.15			60 66000	315		10200
24	TP JUN22	06/22/22 USPS STAMPS	11.89			20 62000	315		10200
25	TP JUN22	06/22/22 USPS STAMPS	1.16			30 63000	315		10200
26	TP JUN22	06/22/22 USPS STAMPS	22.04			40 64000	315		10200
27	TP JUN22	06/22/22 USPS STAMPS	21.75			50 65000	315		10200
28	TP JUN22	06/22/22 USPS STAMPS	1.16			60 66000	315		10200
29	TP JUN22	06/22/22 GFOA CLASS MH	30.56*			20 62000	386		10200
30	TP JUN22	06/22/22 GFOA CLASS MH	2.98			30 63000	386		10200
31	TP JUN22	06/22/22 GFOA CLASS MH	56.62			40 64000	386		10200
32	TP JUN22	06/22/22 GFOA CLASS MH	55.87			50 65000	386		10200
33	TP JUN22	06/22/22 GFOA CLASS MH	2.98			60 66000	386		10200
34	TP JUN22	06/22/22 RINGCENTRAL - NEW LINE	58.67			40 64000	305		10200
35	TP JUN22	06/22/22 RINGCENTRAL - NEW LINE	58.67			50 65000	305		10200
41	TP JUN22	06/22/22 USPS SWRCB	1.76			50 65000	315		10200
8154	19768S	301 US BANK	5,742.95						
SY STATEMENT DATE 5/23/22									
1	SY JUN22	06/22/22 AMAZON - COOLERS	75.06			20 62000	305		10200
2	SY JUN22	06/22/22 INTERN CODE COUNCIL	1,030.58			20 62000	385		10200
3	SY JUN22	06/22/22 SLO PARKING	4.00			20 62000	305		10200
4	SY JUN22	06/22/22 BLAKE'S- NYLOCK 1/4-20	10.86*			20 62000	351		10200
5	SY JUN22	06/22/22 BLAKE'S- BRASS TANK	12.50			20 62000	305		10200
6	SY JUN22	06/22/22 FIREQUICK- #6 CART NFES 372	88.69			20 62000	455		10200
7	SY JUN22	06/22/22 CONTAINER STOP- 20CW CODE VI	4,300.00*			20 62000	352		10200
8	SY JUN22	06/22/22 DOLLAR GENERAL- BTL WATER	73.50			20 62000	305		10200
9	SY JUN22	06/22/22 BLAKE'S- CABLE TIES	52.17			20 62000	305		10200
10	SY JUN22	06/22/22 PRW STEEL- TRAY SUPPORTS	95.59*			20 62000	351		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 22 of 34
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
8161	19768S	301 US BANK	700.66						
		KD STATEMENT DATE 06/22/2022							
1	KD JUN22 06/22/22	OWPSACSTATE	174.53*			50 65000	715		10200
2	KD JUN22 06/22/22	COAST PIPE- 10' TUBE GATE	289.58			40 64000	582		10200
3	KD JUN22 06/22/22	O'REILLY- CLEANER, DEF	25.52			40 64000	354		10200
4	KD JUN22 06/22/22	O'REILLY- CLEANER, DEF	25.53			50 65000	354		10200
5	KD JUN22 06/22/22	LOWES- FILTER, LOCK LUBE	25.50			50 65000	305		10200
6	KD JUN22 06/22/22	USPS- CSD PO BOX	32.80			20 62000	315		10200
7	KD JUN22 06/22/22	USPS- CSD PO BOX	3.20			30 63000	315		10200
8	KD JUN22 06/22/22	USPS- CSD PO BOX	60.80			40 64000	315		10200
9	KD JUN22 06/22/22	USPS- CSD PO BOX	60.00			50 65000	315		10200
10	KD JUN22 06/22/22	USPS- CSD PO BOX	3.20			60 66000	315		10200
		Total for Vendor:	7,426.39						
8132	19749S	327 VALLI INFORMATION SYSTEMS	885.06						
		Web Posting Service and Postage for MAY Billing							
1	82640 05/31/22	Web Posting, Postage MAY	191.32*			40 64000	374		10200
2	82640 05/31/22	Web Posting, Postage MAY	191.32*			50 65000	374		10200
3	82640 05/31/22	Printing APRIL	98.76*			40 64000	374		10200
4	82640 05/31/22	Printing APRIL	98.76*			50 65000	374		10200
5	82640 05/31/22	OTC/Online Monthly Maintenance	37.50			40 64000	334		10200
6	82640 05/31/22	OTC/Online Monthly Maintenance	37.50			50 65000	334		10200
7	82640 05/31/22	Printed insert WEED ABATEMENT	199.00*			20 62000	503		10200
8	82640 05/31/22	IVR SERVICE FEE APRIL	15.45*			40 64000	374		10200
9	82640 05/31/22	IVR SERVICE FEE APRIL	15.45*			50 65000	374		10200
8159	19769S	327 VALLI INFORMATION SYSTEMS	692.86						
		Web Posting Service and Postage for JUNE Billing							
1	82840 06/21/22	Web Posting, Postage JUNE	191.27*			40 64000	374		10200
2	82840 06/21/22	Web Posting, Postage JUNE	191.27*			50 65000	374		10200
3	82840 06/21/22	Printing JUNE	104.76*			40 64000	374		10200
4	82840 06/21/22	Printing JUNE	104.76*			50 65000	374		10200
5	06/21/22	OTC/Online Monthly Maintenance	0.00			40 64000	334		10200
6	06/21/22	OTC/Online Monthly Maintenance	0.00			50 65000	334		10200
7	82840 06/21/22	Printed insert RATE CHANGE	25.20			40 64000	395		10200
8	82840 06/21/22	Printed insert RATE CHANGE	25.20			50 65000	395		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9	82840 06/21/22	Printed insert BOARD ELECTIONS	5.18			20 62000	395		10200
10	82840 06/21/22	Printed insert BOARD ELECTIONS	0.50			30 63000	395		10200
11	82840 06/21/22	Printed insert BOARD ELECTIONS	9.57			40 64000	395		10200
12	82840 06/21/22	Printed insert BOARD ELECTIONS	9.45			50 65000	395		10200
13	82840 06/21/22	Printed insert BOARD ELECTIONS	0.50			60 66000	395		10200
14	82840 06/21/22	Printed insert COMM CLEAN-UP	25.20			60 66000	395		10200
15	06/21/22	IVR SERVICE FEE	0.00*			40 64000	374		10200
16	06/21/22	IVR SERVICE FEE	0.00*			50 65000	374		10200
8221	19793S 327	VALLI INFORMATION SYSTEMS	75.00						
Web Posting Service and Postage for JUNE Billing									
11	82896 06/30/22	OTC/Online Monthly Maintenance	37.50			40 64000	334		10200
12	82896 06/30/22	OTC/Online Monthly Maintenance	37.50			50 65000	334		10200
8227	327	VALLI INFORMATION SYSTEMS	49.85						
Web Posting Service and Postage for JUNE Billing									
1	06/21/22	Web Posting, Postage JUNE	0.00*			40 64000	374		10200
2	06/21/22	Web Posting, Postage JUNE	0.00*			50 65000	374		10200
3	06/21/22	Printing JUNE	0.00*			40 64000	374		10200
4	06/21/22	Printing JUNE	0.00*			50 65000	374		10200
5	06/21/22	OTC/Online Monthly Maintenance	0.00			40 64000	334		10200
6	06/21/22	OTC/Online Monthly Maintenance	0.00			50 65000	334		10200
7	06/21/22	Printed insert RATE CHANGE	0.00			40 64000	395		10200
8	06/21/22	Printed insert RATE CHANGE	0.00			50 65000	395		10200
9	06/21/22	Printed insert BOARD ELECTIONS	0.00			20 62000	395		10200
10	06/21/22	Printed insert BOARD ELECTIONS	0.00			30 63000	395		10200
11	06/21/22	Printed insert BOARD ELECTIONS	0.00			40 64000	395		10200
12	06/21/22	Printed insert BOARD ELECTIONS	0.00			50 65000	395		10200
13	06/21/22	Printed insert BOARD ELECTIONS	0.00			60 66000	395		10200
14	06/21/22	Printed insert COMM CLEAN-UP	0.00			60 66000	395		10200
15	82995 06/30/22	IVR SERVICE FEE	24.92*			40 64000	374		10200
16	82995 06/30/22	IVR SERVICE FEE	24.93*			50 65000	374		10200
Total for Vendor:			1,702.77						

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8139	19750S	511 VERIZON	324.83						
		TABLETS: UTILITIES x4 CELL PHONE: TMP, MS, TP, KD, DP							
06/09/22 - 07/08/22									
1	9908326441	06/08/22 TABLETS UTILITY JUNE X4	20.04			40 64000	310		10200
2	9908326441	06/08/22 TABLETS UTILITY JUNE X4	20.04			50 65000	310		10200
3	9908326441	06/08/22 UTILITIES CELL PHONES	4.08			30 63000	465		10200
4	9908326441	06/08/22 UTILITIES CELL PHONES	97.86			40 64000	465		10200
5	9908326441	06/08/22 UTILITIES CELL PHONES	97.86*			50 65000	465		10200
6	9908326441	06/08/22 UTILITIES CELL PHONES	4.08			60 66000	465		10200
7	9908326441	06/08/22 T PARENT CELL PHONE	10.45*			20 62000	465		10200
8	9908326441	06/08/22 T PARENT CELL PHONE	1.02			30 63000	465		10200
9	9908326441	06/08/22 T PARENT CELL PHONE	19.27			40 64000	465		10200
10	9908326441	06/08/22 T PARENT CELL PHONE	19.11*			50 65000	465		10200
11	9908326441	06/08/22 T PARENT CELL PHONE	1.02			60 66000	465		10200
12	9908326441	06/08/22 4GB DATA PLAN	0.60			30 63000	465		10200
13	9908326441	06/08/22 4GB DATA PLAN	14.40			40 64000	465		10200
14	9908326441	06/08/22 4GB DATA PLAN	14.40*			50 65000	465		10200
15	9908326441	06/08/22 4GB DATA PLAN	0.60			60 66000	465		10200
8164	19770S	511 VERIZON	50.04						
		TABLETS: FIRE x2							
06/09/22 ~ 07/08/22									
1	9908326442	06/08/22 RR DATA PLAN	25.02*			20 62000	465		10200
2	9908326442	06/08/22 SY DATA PLAN	25.02*			20 62000	465		10200
Total for Vendor:			374.87						
8140	19751S	310 VIBORG SAND & GRAVEL, INC.	180.18						
1	45012	06/08/22 CONCRETE- CART AWAY RIVER RD	180.18			50 65000	353		10200
8190	19794S	310 VIBORG SAND & GRAVEL, INC.	602.29						
1	45146	06/27/22 SCREENED SAND	301.14*			40 64000	353		10200
2	45146	06/27/22 SCREENED SAND	301.15			50 65000	353		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 25 of 34
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
8191	19794S	310 VIBORG SAND & GRAVEL, INC.	110.88						
1	45116	06/25/22 RECYCLED BASE CLASS 2	110.88			40 64000	582		10200
		Total for Vendor:	893.35						
8087	19726S	717 WATER SYSTEMS CONSULTING, INC	9,457.50						
2022-14	ROUND 2 GRANT								
1	6733	06/02/22 2022-14 ROUND2 GRANT	9,457.50			50 65000	577		10200
8200	19795S	717 WATER SYSTEMS CONSULTING, INC	6,287.50						
WRRF,	SRF GRANT,	INDIAN VLY TRACT, COLLECTION REHAB GRANT,	CEMETERY RD DEV REV						
1	6846	06/30/22 WRRF DESIGN, FIN COORD	3,670.00			40 64000	587		10200
2	6846	06/30/22 SRF GRANT COORD	925.00			40 64000	587		10200
3	6846	06/30/22 INDIAN VALLEY TRACT	599.38			40 64000	326		10200
4	6846	06/30/22 INDIAN VALLEY TRACT	599.37			50 65000	326		10200
5	6846	06/30/22 COLLECTION SYSTEM REHAB GRANT	225.00			40 64000	326		10200
6	6846	06/30/22 CEMETERY RD DEV REVIEW	134.37			40 64000	326		10200
7	6846	06/30/22 CEMETERY RD DEV REVIEW	134.38			50 65000	326		10200
		Total for Vendor:	15,745.00						
8106	-99346E	612 WEX BANK	987.32						
		FUEL BILL CLOSING DATE: 06/07/22							
1	81400027	05/06/22 Fuel 8600 MAY	207.39*			20 62000	485		10200
2	81400027	05/06/22 Fuel 8601 MAY	190.78*			20 62000	485		10200
3	81400027	05/06/22 Fuel 8630 MAY	77.72*			20 62000	485		10200
4	81400027	05/06/22 FUEL OES	0.00			20 62000	307		10200
5	81400027	05/06/22 Fuel U8632 MAY	100.21*			40 64000	485		10200
8	81400027	05/06/22 Fuel U8632 MAY	100.22*			50 65000	485		10200
9	81400027	05/06/22 Fuel U8634 MAY	0.00*			40 64000	485		10200
10	81400027	05/06/22 Fuel U8634 MAY	0.00*			50 65000	485		10200
11	81400027	05/06/22 Fuel U8636 MAY	163.19*			50 65000	485		10200
12	81400027	05/06/22 Fuel U8636 MAY	163.20*			40 64000	485		10200
13	81400027	05/06/22 REBATE ADJUSTMENT	-7.30*			20 62000	485		10200
14	81400027	05/06/22 REBATE ADJUSTMENT	-4.05*			40 64000	485		10200
15	81400027	05/06/22 REBATE ADJUSTMENT	-4.04*			50 65000	485		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8225	E	612 WEX BANK	2,063.39						
		FUEL BILL CLOSING DATE: 07/07/22							
1	82330199	06/06/22 Fuel 8600 JUNE	208.60*			20 62000	485		10200
2	82330199	06/06/22 Fuel 8601 JUNE	425.98*			20 62000	485		10200
3	82330199	06/06/22 Fuel 8630 JUNE	625.89*			20 62000	485		10200
4	82330199	06/06/22 FUEL OES	0.00			20 62000	307		10200
5	82330199	06/06/22 Fuel U8632 JUNE	249.41*			40 64000	485		10200
8	82330199	06/06/22 Fuel U8632 JUNE	249.41*			50 65000	485		10200
9	82330199	06/06/22 Fuel U8634 JUNE	0.00*			40 64000	485		10200
10	82330199	06/06/22 Fuel U8634 JUNE	0.00*			50 65000	485		10200
11	82330199	06/06/22 Fuel U8636 JUNE	159.96*			50 65000	485		10200
12	82330199	06/06/22 Fuel U8636 JUNE	159.96*			40 64000	485		10200
13	82330199	06/06/22 REBATE ADJUSTMENT	-9.59*			20 62000	485		10200
14	82330199	06/06/22 REBATE ADJUSTMENT	-3.11*			40 64000	485		10200
15	82330199	06/06/22 REBATE ADJUSTMENT	-3.12*			50 65000	485		10200
		Total for Vendor:	3,050.71						
8095	19727S	473 WHITE BRENNER LLP	12,482.80						
		MARCH 2022							
1	45200	MAR 05/26/22 Stinebeck Legal- MARCH	2,690.00			50 65000	332		10200
2	45201	MAR 05/26/22 SOLID WASTE LEGAL	56.00*			60 66000	327		10200
3	45199	MAR 05/26/22 SOLID WASTE LEGAL SB3183	807.90*			60 66000	327		10200
4		Water Legal- GSA MEETING	0.00*			50 65000	327		10200
5		WHITE OAK LEGAL	0.00*			50 65000	327		10200
6	45202	MAR 05/26/22 HR LEGAL	542.96*			20 62000	333		10200
7	45202	MAR 05/26/22 HR LEGAL	52.97*			30 63000	333		10200
8	45202	MAR 05/26/22 HR LEGAL	1,006.40*			40 64000	333		10200
9	45202	MAR 05/26/22 HR LEGAL	993.15*			50 65000	333		10200
10	45202	MAR 05/26/22 HR LEGAL	52.97*			60 66000	333		10200
11		SEWER/WATER BILLING	0.00*			40 64000	327		10200
12		SEWER/WATER BILLING	0.00*			50 65000	327		10200
13		COVID-19: BILL FEES/LIENS	0.00*			40 64000	327		10200
14		COVID-19: BILL FEES/LIENS	0.00*			50 65000	327		10200
15		FIRE LEGAL- HR	0.00*			20 62000	333		10200
16	45199	MAR 05/26/22 ADU	67.20*			40 64000	327		10200
17	45199	MAR 05/26/22 ADU	67.20*			50 65000	327		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 27 of 34
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
18	45199 MAR 05/26/22	General Legal - RECALL	96.43*			20 62000	327		10200
19	45199 MAR 05/26/22	General Legal - RECALL	9.40			30 63000	327		10200
20	45199 MAR 05/26/22	General Legal - RECALL	178.75*			40 64000	327		10200
21	45199 MAR 05/26/22	General Legal - RECALL	176.40*			50 65000	327		10200
22	45199 MAR 05/26/22	General Legal - RECALL	9.40*			60 66000	327		10200
23	45199 MAR 05/26/22	General Legal - BOARD MEETI	453.85*			20 62000	327		10200
24	45199 MAR 05/26/22	General Legal - BOARD MEETI	44.28			30 63000	327		10200
25	45199 MAR 05/26/22	General Legal - BOARD MEETI	841.28*			40 64000	327		10200
26	45199 MAR 05/26/22	General Legal - BOARD MEETI	830.21*			50 65000	327		10200
27	45199 MAR 05/26/22	General Legal - BOARD MEETI	44.28*			60 66000	327		10200
28	45199 MAR 05/26/22	General Legal - ADMIN	276.54*			20 62000	327		10200
29	45199 MAR 05/26/22	General Legal - ADMIN	26.98			30 63000	327		10200
30	45199 MAR 05/26/22	General Legal - ADMIN	512.62*			40 64000	327		10200
31	45199 MAR 05/26/22	General Legal - ADMIN	505.87*			50 65000	327		10200
32	45199 MAR 05/26/22	General Legal - ADMIN	26.98*			60 66000	327		10200
33		General Legal - BOARD	0.00*			20 62000	327		10200
34		General Legal - BOARD	0.00			30 63000	327		10200
35		General Legal - BOARD	0.00*			40 64000	327		10200
36		General Legal - BOARD	0.00*			50 65000	327		10200
37		General Legal - BOARD	0.00*			60 66000	327		10200
38	45203 MAR 05/26/22	General Legal - PUBLIC REC	82.90*			20 62000	319		10200
39	45203 MAR 05/26/22	General Legal - PUBLIC REC	8.08*			30 63000	319		10200
40	45203 MAR 05/26/22	General Legal - PUBLIC REC	153.67*			40 64000	319		10200
41	45203 MAR 05/26/22	General Legal - PUBLIC REC	151.65*			50 65000	319		10200
42	45203 MAR 05/26/22	General Legal - PUBLIC REC	8.08			60 66000	319		10200
43	45199 MAR 05/26/22	General Legal - HR	350.22*			20 62000	333		10200
44	45199 MAR 05/26/22	General Legal - HR	34.17			30 63000	327		10200
45	45199 MAR 05/26/22	General Legal - HR	649.19*			40 64000	327		10200
46	45199 MAR 05/26/22	General Legal - HR	640.65*			50 65000	327		10200
47	45199 MAR 05/26/22	General Legal - HR	34.17*			60 66000	327		10200
8096	19727S 473	WHITE BRENNER LLP	17,344.90						
APRIL 2022									
1	45324 APRI 05/31/22	Stinebeck Legal- APRIL	3,276.00			50 65000	332		10200
2	45325 APRI 05/31/22	SOLID WASTE LEGAL	3,444.00*			60 66000	327		10200
3	45323 APRI 05/31/22	SOLID WASTE LEGAL SB3183	1,092.00*			60 66000	327		10200
4		Water Legal- GSA MEETING	0.00*			50 65000	327		10200

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5		WHITE OAK LEGAL	0.00*			50 65000	327		10200
6	45326 APRI 05/31/22	HR LEGAL	596.04*			20 62000	333		10200
7	45326 APRI 05/31/22	HR LEGAL	58.15*			30 63000	333		10200
8	45326 APRI 05/31/22	HR LEGAL	1,104.85*			40 64000	333		10200
9	45326 APRI 05/31/22	HR LEGAL	1,090.31*			50 65000	333		10200
10	45326 APRI 05/31/22	HR LEGAL	58.15*			60 66000	333		10200
11		SEWER/WATER BILLING	0.00*			40 64000	327		10200
12		SEWER/WATER BILLING	0.00*			50 65000	327		10200
13		COVID-19: BILL FEES/LIENS	0.00*			40 64000	327		10200
14		COVID-19: BILL FEES/LIENS	0.00*			50 65000	327		10200
15	45323 APRI 05/31/22	FIRE LEGAL- SPECIAL MEETIN	1,814.40*			20 62000	327		10200
16		ADU	0.00*			40 64000	327		10200
17		ADU	0.00*			50 65000	327		10200
18	45323 APRI 05/31/22	General Legal - RECALL	49.71*			20 62000	327		10200
19	45323 APRI 05/31/22	General Legal - RECALL	4.85			30 63000	327		10200
20	45323 APRI 05/31/22	General Legal - RECALL	92.15*			40 64000	327		10200
21	45323 APRI 05/31/22	General Legal - RECALL	90.94*			50 65000	327		10200
22	45323 APRI 05/31/22	General Legal - RECALL	4.85*			60 66000	327		10200
23	45323 APRI 05/31/22	General Legal - BOARD MEET	649.45*			20 62000	327		10200
24	45323 APRI 05/31/22	General Legal - BOARD MEET	63.36			30 63000	327		10200
25	45323 APRI 05/31/22	General Legal - BOARD MEET	1,203.84*			40 64000	327		10200
26	45323 APRI 05/31/22	General Legal - BOARD MEET	1,188.00*			50 65000	327		10200
27	45323 APRI 05/31/22	General Legal - BOARD MEET	63.36*			60 66000	327		10200
28	45323 APRI 05/31/22	General Legal - ADMIN	33.50*			20 62000	327		10200
29	45323 APRI 05/31/22	General Legal - ADMIN	3.27			30 63000	327		10200
30	45323 APRI 05/31/22	General Legal - ADMIN	62.09*			40 64000	327		10200
31	45323 APRI 05/31/22	General Legal - ADMIN	61.27*			50 65000	327		10200
32	45323 APRI 05/31/22	General Legal - ADMIN	3.27*			60 66000	327		10200
33		General Legal - BOARD	0.00*			20 62000	327		10200
34		General Legal - BOARD	0.00			30 63000	327		10200
35		General Legal - BOARD	0.00*			40 64000	327		10200
36		General Legal - BOARD	0.00*			50 65000	327		10200
37		General Legal - BOARD	0.00*			60 66000	327		10200
38	45327 APRI 05/31/22	General Legal - PUBLIC REC	119.29*			20 62000	319		10200
39	45327 APRI 05/31/22	General Legal - PUBLIC REC	11.64*			30 63000	319		10200
40	45327 APRI 05/31/22	General Legal - PUBLIC REC	221.12*			40 64000	319		10200
41	45327 APRI 05/31/22	General Legal - PUBLIC REC	218.21*			50 65000	319		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
42	45327 APRI	05/31/22 General Legal - PUBLIC REC	11.64			60 66000	319		10200
43	45323 APRI	05/31/22 General Legal - HR	134.31*			20 62000	333		10200
44	45323 APRI	05/31/22 General Legal - HR	13.10			30 63000	327		10200
45	45323 APRI	05/31/22 General Legal - HR	248.98*			40 64000	327		10200
46	45323 APRI	05/31/22 General Legal - HR	245.70*			50 65000	327		10200
47	45323 APRI	05/31/22 General Legal - HR	13.10*			60 66000	327		10200
8143	19752S	473 WHITE BRENNER LLP	25,808.43						
MAY 2022									
1	45516 MAY	06/13/22 Stinebeck Legal- MAY	18,686.73			50 65000	332		10200
2	45515 MAY	06/13/22 SOLID WASTE LEGAL	134.40*			60 66000	327		10200
3		SOLID WASTE LEGAL SB3183	0.00*			60 66000	327		10200
4		Water Legal- GSA MEETING	0.00*			50 65000	327		10200
5		WHITE OAK LEGAL	0.00*			50 65000	327		10200
6	45517/8MAY	06/13/22 HR LEGAL	378.88*			20 62000	333		10200
7	45517/8MAY	06/13/22 HR LEGAL	36.96*			30 63000	333		10200
8	45517/8MAY	06/13/22 HR LEGAL	702.24*			40 64000	333		10200
9	45517/8MAY	06/13/22 HR LEGAL	693.00*			50 65000	333		10200
10	45517/8MAY	06/13/22 HR LEGAL	36.96*			60 66000	333		10200
11		SEWER/WATER BILLING	0.00*			40 64000	327		10200
12		SEWER/WATER BILLING	0.00*			50 65000	327		10200
13		COVID-19: BILL FEES/LIENS	0.00*			40 64000	327		10200
14		COVID-19: BILL FEES/LIENS	0.00*			50 65000	327		10200
15		FIRE LEGAL- SPECIAL MEETING	0.00*			20 62000	327		10200
16		ADU	0.00*			40 64000	327		10200
17		ADU	0.00*			50 65000	327		10200
18		General Legal - RECALL	0.00*			20 62000	327		10200
19		General Legal - RECALL	0.00			30 63000	327		10200
20		General Legal - RECALL	0.00*			40 64000	327		10200
21		General Legal - RECALL	0.00*			50 65000	327		10200
22		General Legal - RECALL	0.00*			60 66000	327		10200
23	45515 MAY	06/13/22 General Legal - BOARD MEETI	488.23*			20 62000	327		10200
24	45515 MAY	06/13/22 General Legal - BOARD MEETI	47.63			30 63000	327		10200
25	45515 MAY	06/13/22 General Legal - BOARD MEETI	905.00*			40 64000	327		10200
26	45515 MAY	06/13/22 General Legal - BOARD MEETI	893.10*			50 65000	327		10200
27	45515 MAY	06/13/22 General Legal - BOARD MEETI	47.63*			60 66000	327		10200
28		General Legal - ADMIN	0.00*			20 62000	327		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
29		General Legal - ADMIN	0.00			30 63000	327		10200
30		General Legal - ADMIN	0.00*			40 64000	327		10200
31		General Legal - ADMIN	0.00*			50 65000	327		10200
32		General Legal - ADMIN	0.00*			60 66000	327		10200
33	45515 MAY 06/13/22	General Legal - BOARD OF DI	196.30*			20 62000	327		10200
34	45515 MAY 06/13/22	General Legal - BOARD OF DI	19.15			30 63000	327		10200
35	45515 MAY 06/13/22	General Legal - BOARD OF DI	363.88*			40 64000	327		10200
36	45515 MAY 06/13/22	General Legal - BOARD OF DI	359.10*			50 65000	327		10200
37	45515 MAY 06/13/22	General Legal - BOARD OF DI	19.15*			60 66000	327		10200
38	45519 MAY 06/13/22	General Legal - PUBLIC REC	114.16*			20 62000	319		10200
39	45519 MAY 06/13/22	General Legal - PUBLIC REC	11.14*			30 63000	319		10200
40	45519 MAY 06/13/22	General Legal - PUBLIC REC	211.62*			40 64000	319		10200
41	45519 MAY 06/13/22	General Legal - PUBLIC REC	208.83*			50 65000	319		10200
42	45519 MAY 06/13/22	General Legal - PUBLIC REC	11.14			60 66000	319		10200
43	45515 MAY 06/13/22	General Legal - HR	254.86*			20 62000	333		10200
44	45515 MAY 06/13/22	General Legal - HR	24.86			30 63000	327		10200
45	45515 MAY 06/13/22	General Legal - HR	472.41*			40 64000	327		10200
46	45515 MAY 06/13/22	General Legal - HR	466.20*			50 65000	327		10200
47	45515 MAY 06/13/22	General Legal - HR	24.87*			60 66000	327		10200
8233	473	WHITE BRENNER LLP	25,099.40						
JUNE 2022									
1	45726 JUNE 07/11/22	Stinebeck Legal- JUNE	448.00			50 65000	332		10200
2	45725 JUNE 07/11/22	SOLID WASTE LEGAL	604.80*			60 66000	327		10200
3		SOLID WASTE LEGAL SB3183	0.00*			60 66000	327		10200
4		Water Legal- GSA MEETING	0.00*			50 65000	327		10200
5		WHITE OAK LEGAL	0.00*			50 65000	327		10200
6	45728 JUNE 07/11/22	HR LEGAL	2,960.61*			20 62000	333		10200
7	45728 JUNE 07/11/22	HR LEGAL	288.84*			30 63000	333		10200
8	45728 JUNE 07/11/22	HR LEGAL	5,487.96*			40 64000	333		10200
9	45728 JUNE 07/11/22	HR LEGAL	5,415.75*			50 65000	333		10200
10	45728 JUNE 07/11/22	HR LEGAL	288.84*			60 66000	333		10200
11		SEWER/WATER BILLING	0.00*			40 64000	327		10200
12		SEWER/WATER BILLING	0.00*			50 65000	327		10200
13		COVID-19: BILL FEES/LIENS	0.00*			40 64000	327		10200
14		COVID-19: BILL FEES/LIENS	0.00*			50 65000	327		10200
15	45725 JUNE 07/11/22	FIRE LEGAL	50.40*			20 62000	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
16	ADU		0.00*			40 64000	327		10200
17	ADU		0.00*			50 65000	327		10200
18	General Legal - RECALL		0.00*			20 62000	327		10200
19	General Legal - RECALL		0.00			30 63000	327		10200
20	General Legal - RECALL		0.00*			40 64000	327		10200
21	General Legal - RECALL		0.00*			50 65000	327		10200
22	General Legal - RECALL		0.00*			60 66000	327		10200
23	45725 JUNE 07/11/22	General Legal - BOARD MEET	482.16*			20 62000	327		10200
24	45725 JUNE 07/11/22	General Legal - BOARD MEET	47.04			30 63000	327		10200
25	45725 JUNE 07/11/22	General Legal - BOARD MEET	893.76*			40 64000	327		10200
26	45725 JUNE 07/11/22	General Legal - BOARD MEET	882.00*			50 65000	327		10200
27	45725 JUNE 07/11/22	General Legal - BOARD MEET	47.04*			60 66000	327		10200
28	45725 JUNE 07/11/22	General Legal - ADMIN	82.65*			20 62000	327		10200
29	45725 JUNE 07/11/22	General Legal - ADMIN	8.06			30 63000	327		10200
30	45725 JUNE 07/11/22	General Legal - ADMIN	153.22*			40 64000	327		10200
31	45725 JUNE 07/11/22	General Legal - ADMIN	151.20*			50 65000	327		10200
32	45725 JUNE 07/11/22	General Legal - ADMIN	8.06*			60 66000	327		10200
33	45725 JUNE 07/11/22	General Legal - BOARD OF D	582.04*			20 62000	327		10200
34	45725 JUNE 07/11/22	General Legal - BOARD OF D	56.78			30 63000	327		10200
35	45725 JUNE 07/11/22	General Legal - BOARD OF D	1,078.89*			40 64000	327		10200
36	45725 JUNE 07/11/22	General Legal - BOARD OF D	1,064.70*			50 65000	327		10200
37	45725 JUNE 07/11/22	General Legal - BOARD OF D	56.78*			60 66000	327		10200
38	45730 JUNE 07/11/22	General Legal - PUBLIC REC	97.54*			20 62000	319		10200
39	45730 JUNE 07/11/22	General Legal - PUBLIC REC	9.51*			30 63000	319		10200
40	45730 JUNE 07/11/22	General Legal - PUBLIC REC	180.80*			40 64000	319		10200
41	45730 JUNE 07/11/22	General Legal - PUBLIC REC	178.43*			50 65000	319		10200
42	45730 JUNE 07/11/22	General Legal - PUBLIC REC	9.51			60 66000	319		10200
43	45729 JUNE 07/11/22	General Legal - HR	97.58*			20 62000	333		10200
44	45729 JUNE 07/11/22	General Legal - HR	9.52*			30 63000	333		10200
45	45729 JUNE 07/11/22	General Legal - HR	180.88*			40 64000	333		10200
46	45729 JUNE 07/11/22	General Legal - HR	178.50*			50 65000	333		10200
47	45729 JUNE 07/11/22	General Legal - HR	9.52*			60 66000	333		10200
48	45728 JUNE 07/11/22	Legal - HR	45.36*			30 63000	333		10200
49	45728 JUNE 07/11/22	Legal - HR	1,814.40*			40 64000	333		10200
50	45728 JUNE 07/11/22	Legal - HR	362.88*			50 65000	333		10200
51	45728 JUNE 07/11/22	Legal - HR	45.36*			60 66000	333		10200
52	45725 JUNE 07/11/22	General Legal - HR	148.09*			20 62000	333		10200

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 6/22

Page: 32 of 34
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
53	45725 JUNE	07/11/22 General Legal - HR	14.45*			30 63000	333		10200
54	45725 JUNE	07/11/22 General Legal - HR	274.51*			40 64000	333		10200
55	45725 JUNE	07/11/22 General Legal - HR	270.90*			50 65000	333		10200
56	45725 JUNE	07/11/22 General Legal - HR	14.45*			60 66000	333		10200
57	45731 JUNE	07/11/22 Employee Arbit Docs	3.64*			20 62000	333		10200
58	45731 JUNE	07/11/22 Employee Arbit Docs	0.35*			30 63000	333		10200
59	45731 JUNE	07/11/22 Employee Arbit Docs	6.69*			40 64000	333		10200
60	45731 JUNE	07/11/22 Employee Arbit Docs	6.60*			50 65000	333		10200
61	45731 JUNE	07/11/22 Employee Arbit Docs	0.35*			60 66000	333		10200
Total for Vendor:			80,735.53						
8201	19796S	318 WILDHORSE PROPANE	599.05						
1	U006B027	06/29/22 WELL 4 PROPANE	599.05*			50 65000	382		10200
Total for Vendor:			599.05						
# of Claims			154	Total:	233,404.96	# of Vendors	58		
Total Electronic Claims					5,490.00				
Total Non-Electronic Claims					227914.96				

07/20/22
16:36:51

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim from Another Period Cancelled in this Period
For the Accounting Period: 6/22

Page: 33 of 34
Report ID: AP100

* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date	Vendor #/Name/Description	Document \$/Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Cancelled in 6/22 **** *** Claim from another period (11/15) ****								
1332	470	PLALE, STEPHEN	1.92					
Customer Refund Water Deposit STEPHEN PLALE 715 CRISPIN AVE 6/24/22 check never cashed. Applied to customers new account 27268.								
1	11/17/15	Account #27430-03	1.92			50 65000	805	10200
		# of Claims	1	Total:				1.92

07/20/22 97
16:36:52

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Fund Summary for Claims
For the Accounting Period: 6/22

Page: 34 of 34
Report ID: AP110

Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$47,141.46
10250 Pac Premier - Payroll	\$178.30
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$2,894.30
10250 Pac Premier - Payroll	\$87.23
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$59,950.45
10250 Pac Premier - Payroll	\$1,046.08
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$111,838.33
10250 Pac Premier - Payroll	\$1,042.01
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$9,139.21
10250 Pac Premier - Payroll	\$85.67
Total:	\$233,403.04

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40300	Fireworks Permit Fees	0.00	3,360.00	0.00	-3,360.00	** %
40310	Fireworks Refundable C/Up Bond	0.00	500.00	0.00	-500.00	** %
40370	Johnson Restitution - Unrealized Earnings	0.00	6,027.04	0.00	-6,027.04	** %
40410	Mutual Aid Fires ~ OES	0.00	71,195.26	0.00	-71,195.26	** %
40420	Ambulance Reimbursement	1,285.76	5,118.29	4,400.00	-718.29	116 %
40500	VFA Assistance Grant	0.00	0.00	20,000.00	20,000.00	0 %
40505	CFF California Fire Foundation	0.00	0.00	15,000.00	15,000.00	0 %
	Account Group Total:	1,285.76	86,200.59	39,400.00	-46,800.59	219 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	4,332.45	400,297.76	425,798.00	25,500.24	94 %
	Account Group Total:	4,332.45	400,297.76	425,798.00	25,500.24	94 %
46000	Revenues & Interest					
46000	Revenues & Interest	37.06	280.82	0.00	-280.82	** %
46009	Grants - Other	0.00	138.00	0.00	-138.00	** %
46150	Miscellaneous Income	0.00	9.88	9,750.00	9,740.12	0 %
46151	Refund/Adjustments	46.12	295.33	0.00	-295.33	** %
46153	Plan Check Fees and Inspections	300.00	2,236.45	5,500.00	3,263.55	41 %
	Account Group Total:	383.18	2,960.48	15,250.00	12,289.52	19 %
	Fund Total:	6,001.39	489,458.83	480,448.00	-9,010.83	102 %
30 STREET LIGHTING DEPARTMENT						
40000						
40370	Johnson Restitution - Unrealized Earnings	0.00	-717.28	-717.28	0.00	100 %
	Account Group Total:	0.00	-717.28	-717.28	0.00	100 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	1,296.84	117,789.96	135,740.00	17,950.04	87 %
	Account Group Total:	1,296.84	117,789.96	135,740.00	17,950.04	87 %
46000	Revenues & Interest					
46000	Revenues & Interest	174.05	4,281.48	2,134.19	-2,147.29	201 %
46009	Grants - Other	0.00	12.00	12.00	0.00	100 %
46100	Realized Earnings	-1,123.20	-10,495.35	0.00	10,495.35	** %
46150	Miscellaneous Income	0.00	0.42	0.42	0.00	100 %
46151	Refund/Adjustments	4.50	20.83	11.48	-9.35	181 %
46155	Will Serve Processing Fees	0.00	200.00	50.00	-150.00	400 %
	Account Group Total:	-944.65	-5,980.62	2,208.09	8,188.71	*** %
	Fund Total:	352.19	111,092.06	137,230.81	26,138.75	81 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
40000						
40370	Johnson Restitution - Unrealized Earnings	0.00	8,068.59	8,068.59	0.00	100 %
40850	Wastewater Hook-up Fees	0.00	13,033.00	13,033.00	0.00	100 %
40900	Wastewater Sales	96,014.86	1,137,418.23	1,001,618.00	-135,800.23	114 %
40901	Riverzone Surcharge	1,506.27	9,088.68	0.00	-9,088.68	** %
40910	Wastewater Late Charges	1,647.90	10,479.89	3,150.81	-7,329.08	333 %
	Account Group Total:	99,169.03	1,178,088.39	1,025,870.40	-152,217.99	115 %
43000 Property Taxes Collected						
43000	Property Taxes Collected	9,991.00	175,597.64	96,841.52	-78,756.12	181 %
	Account Group Total:	9,991.00	175,597.64	96,841.52	-78,756.12	181 %
46000 Revenues & Interest						
46000	Revenues & Interest	83.13	712.66	513.34	-199.32	139 %
46008	DWR Grants	0.00	46,989.00	180,000.00	133,011.00	26 %
46009	Grants - Other	0.00	210.00	0.00	-210.00	** %
46150	Miscellaneous Income	1,441.20	14,123.99	5,322.26	-8,801.73	265 %
46151	Refund/Adjustments	85.48	345.97	168.36	-177.61	205 %
46155	Will Serve Processing Fees	0.00	1,200.00	550.00	-650.00	218 %
	Account Group Total:	1,609.81	63,581.62	186,553.96	122,972.34	34 %
	Fund Total:	110,769.84	1,417,267.65	1,309,265.88	-108,001.77	108 %
50 WATER DEPARTMENT						
40000						
40370	Johnson Restitution - Unrealized Earnings	0.00	7,886.31	7,886.31	0.00	100 %
	Account Group Total:	0.00	7,886.31	7,886.31	0.00	100 %
41000 Water Sales						
41000	Water Sales	91,767.82	963,814.80	920,172.00	-43,642.80	105 %
41001	Water Connection Fees	0.00	13,255.00	13,255.00	0.00	100 %
41003	Water Surcharge	45.00	91.00	0.00	-91.00	** %
41005	Water Late Charges	1,011.98	9,660.57	1,368.03	-8,292.54	706 %
41010	Water Meter Fees	0.00	450.00	450.00	0.00	100 %
	Account Group Total:	92,824.80	987,271.37	935,245.03	-52,026.34	106 %
43000 Property Taxes Collected						
43000	Property Taxes Collected	48,971.00	48,971.00	0.00	-48,971.00	** %
	Account Group Total:	48,971.00	48,971.00	0.00	-48,971.00	** %
46000 Revenues & Interest						
46000	Revenues & Interest	19.35	218.67	346.37	127.70	63 %
46007	State/Federal Grants	0.00	4,290.17	4,290.17	0.00	100 %
46009	Grants - Other	0.00	228.00	0.00	-228.00	** %
46115	CALOES Resiliency Grant	0.00	0.00	230,000.00	230,000.00	0 %
46150	Miscellaneous Income	340.91	2,715.59	1,460.56	-1,255.03	186 %
46151	Refund/Adjustments	84.35	340.27	165.01	-175.26	206 %
46155	Will Serve Processing Fees	0.00	500.00	3,000.00	2,500.00	17 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
50 WATER DEPARTMENT						
	Account Group Total:	444.61	8,292.70	239,262.11	230,969.41	3 %
	Fund Total:	142,240.41	1,052,421.38	1,182,393.45	129,972.07	89 %
60 SOLID WASTE DEPARTMENT						
40000						
	40370 Johnson Restitution - Unrealized Earnings	0.00	729.11	729.11	0.00	100 %
	Account Group Total:	0.00	729.11	729.11	0.00	100 %
46000 Revenues & Interest						
	46000 Revenues & Interest	3.29	50.70	32.69	-18.01	155 %
	46005 Franchise Fees	3,707.82	38,463.63	36,900.00	-1,563.63	104 %
	46009 Grants - Other	0.00	12.00	0.00	-12.00	** %
	46150 Miscellaneous Income	0.00	290.67	0.42	-290.25	*** %
	46151 Refund/Adjustments	4.50	16.59	7.24	-9.35	229 %
	46155 Will Serve Processing Fees	0.00	50.00	50.00	0.00	100 %
	Account Group Total:	3,715.61	38,883.59	36,990.35	-1,893.24	105 %
	Fund Total:	3,715.61	39,612.70	37,719.46	-1,893.24	105 %
	Grand Total:	263,079.44	3,109,852.62	3,147,057.60	37,204.98	99 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Revenue Budget vs Actuals
 For the Accounting Period: 6 / 22

Fund	Received			Revenue To Be Received	% Received
	Current Month	Received YTD	Estimated Revenue		
20 FIRE PROTECTION DEPARTMENT	6,001.39	489,458.83	480,448.00	-9,010.83	102 %
30 STREET LIGHTING DEPARTMENT	352.19	111,092.06	137,230.81	26,138.75	81 %
40 WASTEWATER DEPARTMENT	110,769.84	1,417,267.65	1,309,265.88	-108,001.77	108 %
50 WATER DEPARTMENT	142,240.41	1,052,421.38	1,182,393.45	129,972.07	89 %
60 SOLID WASTE DEPARTMENT	3,715.61	39,612.70	37,719.46	-1,893.24	105 %
Grand Total:	263,079.44	3,109,852.62	3,147,057.60	37,204.98	99 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Expenditure - Budget vs. Actual Report
 For the Accounting Period: 6 / 22

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	17,694.25	152,237.32	160,000.00	170,000.00	17,762.68	90 %
	111 BOD Stipend	154.00	2,002.00	1,380.00	1,380.00	-622.00	145 %
	115 Payroll Expenses	0.00	2,827.02	2,000.00	2,000.00	-827.02	141 %
	120 Workers' Compensation	0.00	8,938.52	8,000.00	8,000.00	-938.52	112 %
	121 Physicals	0.00	885.00	1,000.00	1,000.00	115.00	89 %
	125 Volunteer Firefighter Stipends	12,539.30	49,391.35	45,000.00	45,000.00	-4,391.35	110 %
	135 Payroll Tax - FICA/SS	744.38	3,458.21	3,100.00	3,100.00	-358.21	112 %
	140 Payroll Tax - Medicare	457.57	2,761.91	2,800.00	2,800.00	38.09	99 %
	155 Payroll Tax - SUI	327.47	2,448.73	3,918.00	3,918.00	1,469.27	62 %
	160 Payroll Tax - ETT	6.95	15.63	0.00	0.00	-15.63	*** %
	205 Insurance - Health	-1,475.38	6,885.41	4,000.00	4,000.00	-2,885.41	172 %
	210 Insurance - Dental	83.76	774.03	686.00	686.00	-88.03	113 %
	215 Insurance - Vision	8.11	121.87	250.00	250.00	128.13	49 %
	225 Retirement - PERS Expense	2,653.18	10,323.31	5,500.00	5,500.00	-4,823.31	188 %
	305 Operations & Maintenance	217.23	1,811.25	6,000.00	6,000.00	4,188.75	30 %
	310 Phone & Fax Expense	71.30	2,920.97	475.00	475.00	-2,445.97	615 %
	315 Postage, Shipping & Freight	46.20	217.57	300.00	300.00	82.43	73 %
	319 Legal: P.R.A.s - Professional Svcs	413.89	686.53	0.00	0.00	-686.53	*** %
	320 Printing & Reproduction	0.00	142.47	600.00	600.00	457.53	24 %
	321 IT Services - Professional Svcs	0.00	4,073.87	0.00	3,000.00	-1,073.87	136 %
	323 Auditor - Professional Svcs	0.00	2,341.10	4,100.00	4,100.00	1,758.90	57 %
	325 Accounting - Professional Svcs	301.35	2,038.29	2,000.00	2,000.00	-38.29	102 %
	326 Engineering - Professional Svcs	617.50	1,235.00	4,000.00	4,000.00	2,765.00	31 %
	327 Legal: General - Professional Svcs	5,255.66	16,636.31	11,000.00	11,000.00	-5,636.31	151 %
	328 Insurance - Prop & Liability	0.00	13,746.95	24,000.00	24,000.00	10,253.05	57 %
	330 Contract Labor	0.00	0.00	1,250.00	1,250.00	1,250.00	0 %
	333 Legal: HR - Professional Svcs	5,467.19	12,003.25	0.00	0.00	-12,003.25	*** %
	334 Maintenance Agreements	41.57	2,516.53	10,000.00	10,000.00	7,483.47	25 %
	335 Meals	0.00	36.67	600.00	600.00	563.33	6 %
	340 Meetings and Conferences	0.00	482.36	1,000.00	1,000.00	517.64	48 %
	345 Mileage Expense Reimbursement	0.00	86.05	500.00	500.00	413.95	17 %
	348 Safety Equipment and Supplies	0.00	225.58	2,000.00	2,000.00	1,774.42	11 %
	350 Repairs & Maint - Computers	0.00	236.08	4,500.00	4,500.00	4,263.92	5 %
	351 Repairs & Maint - Equip	7,672.07	12,870.20	7,500.00	7,500.00	-5,370.20	172 %
	352 Repairs & Maint - Structures	4,659.18	8,921.44	6,000.00	6,000.00	-2,921.44	149 %
	354 Repairs & Maint - Vehicles	2,039.22	8,793.30	13,000.00	13,000.00	4,206.70	68 %
	355 Testing & Supplies (WWTP)	0.00	69.53	0.00	0.00	-69.53	*** %
	370 Dispatch Services (Fire)	0.00	10,874.00	10,000.00	10,000.00	-874.00	109 %
	375 Internet Expenses	0.00	611.90	1,134.00	1,134.00	522.10	54 %
	376 Web Page - Upgrade/Maint	0.00	492.00	552.00	552.00	60.00	89 %
	380 Utilities - Alarm Service	0.00	0.00	120.00	120.00	120.00	0 %
	381 Utilities - Electric	34.38	3,419.30	4,500.00	4,500.00	1,080.70	76 %
	382 Utilities - Propane	0.00	299.50	500.00	500.00	200.50	60 %
	384 Utilities - Water/Sewer	2.00	4.00	0.00	0.00	-4.00	*** %
	385 Dues and Subscriptions	1,353.65	9,867.56	10,000.00	10,000.00	132.44	99 %
	386 Education and Training	530.56	9,238.63	4,000.00	6,000.00	-3,238.63	154 %
	393 Advertising and Public Notices	0.00	132.26	500.00	500.00	367.74	26 %
	394 LAFCO Allocations	0.00	1,210.52	2,250.00	2,250.00	1,039.48	54 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
395	Community Outreach	5.18	288.86	1,500.00	1,500.00	1,211.14	19 %
405	Software	0.00	2,127.04	4,000.00	4,000.00	1,872.96	53 %
410	Office Supplies	181.54	756.72	2,000.00	2,000.00	1,243.28	38 %
450	EMS Supplies	0.00	1,887.67	7,500.00	7,500.00	5,612.33	25 %
455	Fire Safety Gear & Equipment	88.69	2,073.73	3,500.00	3,500.00	1,426.27	59 %
456	VFF Assistance Grant	0.00	1,740.54	40,000.00	20,000.00	18,259.46	9 %
457	CFF Grant - California Fire Grant	0.00	7,332.30	15,000.00	15,000.00	7,667.70	49 %
460	8668 - Build Out	0.00	-1,154.14	0.00	0.00	1,154.14	*** %
465	Cell phones, Radios and Pagers	149.15	1,356.92	1,200.00	1,200.00	-156.92	113 %
470	Communication Equipment	7,557.63	13,640.07	5,000.00	5,000.00	-8,640.07	273 %
475	Computer Supplies & Upgrades	463.21	1,365.13	4,000.00	5,772.82	4,407.69	24 %
485	Fuel Expense	3,081.43	10,952.88	5,000.00	5,000.00	-5,952.88	219 %
490	Small Tools & Equipment	0.00	1,104.48	2,500.00	2,500.00	1,395.52	44 %
495	Uniform Expense	0.00	4,257.20	3,000.00	4,000.00	-257.20	106 %
500	Capital Outlay	0.00	-5,917.31	0.00	0.00	5,917.31	*** %
503	Weed Abatement Costs	5,672.93	5,928.36	5,000.00	5,000.00	-928.36	119 %
505	Fire Training Grounds	0.00	1,402.07	2,500.00	2,500.00	1,097.93	56 %
510	Fire Station Addition	0.00	130.00	5,000.00	5,000.00	4,870.00	3 %
511	Fire- Temp Housing Unit	552.50	8,697.71	0.00	0.00	-8,697.71	*** %
710	County Hazmat Dues	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
715	Licenses, Permits and Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
900	District Strategic Plan	666.25	6,790.86	0.00	4,000.00	-2,790.86	170 %
940	Bank Service Charges	0.00	7.18	0.00	0.00	-7.18	*** %
960	Property Tax Expense	0.00	210.64	220.00	220.00	9.36	96 %
	Account Total:	80,335.05	438,290.19	479,935.00	481,707.82	43,417.63	91 %
	Account Group Total:	80,335.05	438,290.19	479,935.00	481,707.82	43,417.63	91 %
	Fund Total:	80,335.05	438,290.19	479,935.00	481,707.82	43,417.63	91 %
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000 Lighting							
105	Salaries and Wages	1,479.47	12,703.37	15,500.00	15,500.00	2,796.63	82 %
111	BOD Stipend	14.00	182.00	240.00	240.00	58.00	76 %
115	Payroll Expenses	0.00	86.96	250.00	250.00	163.04	35 %
120	Workers' Compensation	0.00	370.32	500.00	370.32	0.00	100 %
121	Physicals	0.00	1.60	0.00	0.00	-1.60	*** %
135	Payroll Tax - FICA/SS	4.13	47.36	300.00	300.00	252.64	16 %
140	Payroll Tax - Medicare	23.97	190.89	300.00	300.00	109.11	64 %
155	Payroll Tax - SUI	3.12	81.57	150.00	150.00	68.43	54 %
160	Payroll Tax - ETT	0.06	0.09	0.00	0.00	-0.09	*** %
205	Insurance - Health	-620.62	1,525.66	2,000.00	2,736.00	1,210.34	56 %
210	Insurance - Dental	45.58	121.79	200.00	200.00	78.21	61 %
215	Insurance - Vision	3.49	16.47	100.00	100.00	83.53	16 %
225	Retirement - PERS Expense	1,207.39	2,450.32	2,500.00	2,500.00	49.68	98 %
305	Operations & Maintenance	0.00	461.79	2,000.00	2,000.00	1,538.21	23 %
310	Phone & Fax Expense	6.95	186.19	50.00	250.00	63.81	74 %
315	Postage, Shipping & Freight	4.51	19.58	100.00	100.00	80.42	20 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Expenditure - Budget vs. Actual Report
 For the Accounting Period: 6 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
319	Legal: P.R.A.s - Professional Svcs	40.37	65.41	0.00	50.00	-15.41	131 %
320	Printing & Reproduction	0.00	16.34	500.00	500.00	483.66	3 %
321	IT Services - Professional Svcs	0.00	345.61	0.00	500.00	154.39	69 %
323	Auditor - Professional Svcs	0.00	228.40	400.00	400.00	171.60	57 %
325	Accounting - Professional Svcs	29.40	197.15	240.00	400.00	202.85	49 %
326	Engineering - Professional Svcs	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
327	Legal: General - Professional Svcs	402.93	1,463.08	1,800.00	1,800.00	336.92	81 %
328	Insurance - Prop & Liability	0.00	925.06	1,125.00	925.06	0.00	100 %
330	Contract Labor	0.00	0.00	10,000.00	5,000.00	5,000.00	0 %
331	Legal: SMEA - Professional Svcs	0.00	0.00	500.00	500.00	500.00	0 %
333	Legal: HR - Professional Svcs	506.60	719.01	0.00	400.00	-319.01	180 %
334	Maintenance Agreements	4.05	227.42	700.00	700.00	472.58	32 %
335	Meals	0.00	0.00	150.00	150.00	150.00	0 %
340	Meetings and Conferences	0.00	49.06	350.00	350.00	300.94	14 %
345	Mileage Expense Reimbursement	0.00	11.35	150.00	150.00	138.65	8 %
348	Safety Equipment and Supplies	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
350	Repairs & Maint - Computers	0.00	5.34	150.00	150.00	144.66	4 %
351	Repairs & Maint - Equip	0.00	97.42	10,000.00	10,000.00	9,902.58	1 %
352	Repairs & Maint - Structures	0.00	0.60	500.00	500.00	499.40	0 %
353	Repairs & Maint - Infrastructure	0.00	4,912.71	10,000.00	12,500.00	7,587.29	39 %
354	Repairs & Maint - Vehicles	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
375	Internet Expenses	0.00	0.00	200.00	200.00	200.00	0 %
376	Web Page - Upgrade/Maint	0.00	48.00	100.00	48.00	0.00	100 %
380	Utilities - Alarm Service	0.00	0.00	200.00	200.00	200.00	0 %
381	Utilities - Electric	1,201.41	14,592.42	20,000.00	20,000.00	5,407.58	73 %
382	Utilities - Propane	0.00	29.22	50.00	50.00	20.78	58 %
383	Utilities - Trash	0.00	0.00	200.00	200.00	200.00	0 %
384	Utilities - Water/Sewer	534.50	8,764.04	15,000.00	15,000.00	6,235.96	58 %
385	Dues and Subscriptions	0.30	224.17	200.00	300.00	75.83	75 %
386	Education and Training	2.98	219.54	4,000.00	2,000.00	1,780.46	11 %
393	Advertising and Public Notices	0.00	12.91	1,000.00	1,000.00	987.09	1 %
394	LAFCO Allocations	0.00	1,210.52	1,600.00	1,210.52	0.00	100 %
395	Community Outreach	0.50	12.94	0.00	50.00	37.06	26 %
410	Office Supplies	8.40	57.78	500.00	500.00	442.22	12 %
465	Cell phones, Radios and Pagers	5.70	81.83	200.00	200.00	118.17	41 %
475	Computer Supplies & Upgrades	75.70	268.03	1,000.00	1,770.00	1,501.97	15 %
485	Fuel Expense	0.00	3.00	200.00	200.00	197.00	2 %
490	Small Tools & Equipment	0.00	1,551.24	5,000.00	5,000.00	3,448.76	31 %
495	Uniform Expense	5.00	100.55	200.00	200.00	99.45	50 %
581	WWTP Expansion	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
582	WWTP Plant Maintenance	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
715	Licenses, Permits and Fees	0.00	0.00	100.00	100.00	100.00	0 %
900	District Strategic Plan	65.00	662.52	0.00	700.00	37.48	95 %
940	Bank Service Charges	0.00	0.70	0.00	15.00	14.30	5 %
	Account Total:	5,054.89	55,549.33	132,505.00	130,914.90	75,365.57	42 %
	Account Group Total:	5,054.89	55,549.33	132,505.00	130,914.90	75,365.57	42 %
	Fund Total:	5,054.89	55,549.33	132,505.00	130,914.90	75,365.57	42 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
	105 Salaries and Wages	11,158.85	187,924.05	289,546.00	289,546.00	101,621.95	65 %
	109 Stand-by Hours	0.00	3,014.50	7,500.00	7,500.00	4,485.50	40 %
	111 BOD Stipend	252.00	3,276.00	4,600.00	4,600.00	1,324.00	71 %
	115 Payroll Expenses	0.00	1,655.35	3,400.00	3,400.00	1,744.65	49 %
	120 Workers' Compensation	0.00	8,455.52	10,000.00	8,455.52	0.00	100 %
	121 Physicals	0.00	87.80	150.00	150.00	62.20	59 %
	135 Payroll Tax - FICA/SS	94.31	846.50	4,000.00	4,000.00	3,153.50	21 %
	140 Payroll Tax - Medicare	317.20	2,926.48	4,000.00	4,000.00	1,073.52	73 %
	155 Payroll Tax - SUI	77.47	1,424.96	2,200.00	2,200.00	775.04	65 %
	160 Payroll Tax - ETT	1.67	2.92	0.00	0.00	-2.92	*** %
	205 Insurance - Health	-8,964.10	23,820.92	35,000.00	43,500.00	19,679.08	55 %
	206 Insurance - CalPers Health Retiree	0.00	754.20	2,000.00	2,000.00	1,245.80	38 %
	210 Insurance - Dental	882.47	2,220.80	2,100.00	2,100.00	-120.80	106 %
	215 Insurance - Vision	52.67	271.31	350.00	350.00	78.69	78 %
	225 Retirement - PERS Expense	12,260.02	27,915.86	22,000.00	22,000.00	-5,915.86	127 %
	305 Operations & Maintenance	1,205.10	4,910.17	8,000.00	8,000.00	3,089.83	61 %
	310 Phone & Fax Expense	194.52	3,184.16	1,100.00	5,600.00	2,415.84	57 %
	315 Postage, Shipping & Freight	85.64	597.70	3,500.00	1,000.00	402.30	60 %
	319 Legal: P.R.A.s - Professional Svcs	767.21	1,221.59	0.00	900.00	-321.59	136 %
	320 Printing & Reproduction	0.00	144.17	2,500.00	1,000.00	855.83	14 %
	321 IT Services - Professional Svcs	0.00	6,870.43	0.00	5,016.00	-1,854.43	137 %
	323 Auditor - Professional Svcs	0.00	4,339.60	7,600.00	7,600.00	3,260.40	57 %
	325 Accounting - Professional Svcs	558.60	3,724.85	4,600.00	5,100.00	1,375.15	73 %
	326 Engineering - Professional Svcs	958.75	3,841.25	18,000.00	18,000.00	14,158.75	21 %
	327 Legal: General - Professional Svcs	7,723.26	31,424.74	30,400.00	30,400.00	-1,024.74	103 %
	328 Insurance - Prop & Liability	0.00	12,841.72	15,000.00	12,841.72	0.00	100 %
	329 New Hire Screening	0.00	22.50	100.00	100.00	77.50	23 %
	330 Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	331 Legal: SMEA - Professional Svcs	0.00	0.00	4,800.00	2,000.00	2,000.00	0 %
	333 Legal: HR - Professional Svcs	10,577.93	12,865.38	0.00	3,000.00	-9,865.38	429 %
	334 Maintenance Agreements	152.05	4,971.05	10,500.00	10,500.00	5,528.95	47 %
	335 Meals	0.00	0.00	100.00	100.00	100.00	0 %
	340 Meetings and Conferences	0.00	932.10	1,000.00	1,000.00	67.90	93 %
	345 Mileage Expense Reimbursement	0.00	191.70	1,000.00	1,000.00	808.30	19 %
	348 Safety Equipment and Supplies	0.00	335.76	2,000.00	2,000.00	1,664.24	17 %
	349 Repairs & Maint - Mission Gardens	670.00	4,704.68	10,000.00	10,000.00	5,295.32	47 %
	350 Repairs & Maint - Computers	0.00	97.46	1,600.00	1,600.00	1,502.54	6 %
	351 Repairs & Maint - Equip	1,015.97	5,945.77	10,000.00	8,500.00	2,554.23	70 %
	352 Repairs & Maint - Structures	0.00	297.86	1,500.00	1,500.00	1,202.14	20 %
	353 Repairs & Maint - Infrastructure	301.14	20,843.39	10,000.00	10,000.00	-10,843.39	208 %
	354 Repairs & Maint - Vehicles	64.62	2,329.58	3,000.00	3,500.00	1,170.42	67 %
	355 Testing & Supplies (WWTP)	1,567.00	8,558.00	12,000.00	12,000.00	3,442.00	71 %
	374 CSD Utilities - Billing Services	626.48	3,655.16	0.00	3,500.00	-155.16	104 %
	375 Internet Expenses	184.97	1,837.71	2,500.00	2,500.00	662.29	74 %
	376 Web Page - Upgrade/Maint	0.00	912.00	1,000.00	912.00	0.00	100 %
	379 Utilities - Electric Mission Gardens	108.47	1,452.68	2,000.00	2,000.00	547.32	73 %
	380 Utilities - Alarm Service	41.58	726.68	650.00	800.00	73.32	91 %
	381 Utilities - Electric	6,250.89	75,337.70	80,000.00	80,000.00	4,662.30	94 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Expenditure - Budget vs. Actual Report
 For the Accounting Period: 6 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
	382 Utilities - Propane	0.00	555.12	1,000.00	1,000.00	444.88	56 %
	383 Utilities - Trash	51.99	626.00	800.00	800.00	174.00	78 %
	384 Utilities - Water/Sewer	199.80	1,231.05	1,000.00	1,000.00	-231.05	123 %
	385 Dues and Subscriptions	5.70	4,991.00	4,000.00	4,500.00	-491.00	111 %
	386 Education and Training	56.62	678.72	1,000.00	2,500.00	1,821.28	27 %
	393 Advertising and Public Notices	310.86	612.51	2,000.00	1,000.00	387.49	61 %
	394 LAFCO Allocations	0.00	1,210.52	1,600.00	1,210.54	0.02	100 %
	395 Community Outreach	34.77	177.63	1,200.00	1,200.00	1,022.37	15 %
	396 Utilities - SoCal Gas	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	410 Office Supplies	159.63	1,415.21	2,000.00	2,000.00	584.79	71 %
	459 SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	465 Cell phones, Radios and Pagers	131.53	1,496.79	1,600.00	1,600.00	103.21	94 %
	475 Computer Supplies & Upgrades	1,242.62	4,089.28	2,000.00	10,535.00	6,445.72	39 %
	485 Fuel Expense	1,279.75	6,543.19	5,000.00	6,000.00	-543.19	109 %
	490 Small Tools & Equipment	0.00	6,386.40	5,739.00	5,739.00	-647.40	111 %
	495 Uniform Expense	122.20	2,713.10	2,000.00	2,000.00	-713.10	136 %
	500 Capital Outlay	0.00	16,971.60	0.00	16,971.60	0.00	100 %
	560 Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	570 Repairs, Maint. & Video Sewer Lines	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	580 MISSION GARDENS LIFT STATION PROJECTS	15,722.34	23,147.83	0.00	27,722.34	4,574.51	83 %
	581 WWTP Expansion	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
	582 WWTP Plant Maintenance	1,558.46	18,635.79	32,000.00	32,000.00	13,364.21	58 %
	583 WWTP Drying Pond Maintenance	0.00	14,821.30	20,000.00	20,000.00	5,178.70	74 %
	587 WWTF Final Design/Construction	4,690.00	93,329.08	128,589.00	128,589.00	35,259.92	73 %
	705 Waste Discharge Fees/Permits	0.00	45,184.00	25,000.00	77,109.00	31,925.00	59 %
	715 Licenses, Permits and Fees	95.00	6,201.30	2,000.00	4,000.00	-2,201.30	155 %
	805 Refundable Water/Sewer/Hydrant	0.00	1.80	0.00	25.00	23.20	7 %
	900 District Strategic Plan	1,235.00	12,587.94	0.00	13,300.00	712.06	95 %
	940 Bank Service Charges	0.00	13.30	0.00	25.00	11.70	53 %
	950 WWTF Exp MBR	0.00	128,468.83	0.00	248,093.76	119,624.93	52 %
	951 WWTF Exp Headworks Equipment	0.00	0.00	0.00	250,231.00	250,231.00	0 %
	960 Property Tax Expense	0.00	127.84	250.00	127.84	0.00	100 %
	970 WWTF Long Term Maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
	971 Loan Principal Payment	0.00	0.00	110,000.00	110,000.00	110,000.00	0 %
	972 Loan Interest Payment	0.00	0.00	110,000.00	110,000.00	110,000.00	0 %
	Account Total:	76,083.01	875,931.84	1,248,574.00	1,883,550.32	1,007,618.48	47 %
	Account Group Total:	76,083.01	875,931.84	1,248,574.00	1,883,550.32	1,007,618.48	47 %
	Fund Total:	76,083.01	875,931.84	1,248,574.00	1,883,550.32	1,007,618.48	47 %
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
	105 Salaries and Wages	17,437.38	247,816.80	263,120.00	263,120.00	15,303.20	94 %
	109 Stand-by Hours	0.00	3,014.50	7,500.00	7,500.00	4,485.50	40 %
	111 BOD Stipend	266.00	3,458.00	4,600.00	4,600.00	1,142.00	75 %
	115 Payroll Expenses	0.00	1,633.85	3,400.00	3,400.00	1,766.15	48 %
	120 Workers' Compensation	0.00	8,503.67	10,000.00	8,503.67	0.00	100 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 6 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
121	Physicals	0.00	139.00	150.00	150.00	11.00	93 %
135	Payroll Tax - FICA/SS	95.22	1,024.58	4,000.00	4,000.00	2,975.42	26 %
140	Payroll Tax - Medicare	465.28	3,888.73	4,000.00	4,000.00	111.27	97 %
155	Payroll Tax - SUI	78.17	1,710.26	2,200.00	2,200.00	489.74	78 %
160	Payroll Tax - ETT	1.68	3.01	0.00	0.00	-3.01	*** %
205	Insurance - Health	-8,537.36	32,911.46	40,000.00	48,500.00	15,588.54	68 %
206	Insurance - CalPers Health Retiree	0.00	754.20	2,000.00	2,000.00	1,245.80	38 %
210	Insurance - Dental	771.36	2,473.55	2,100.00	2,100.00	-373.55	118 %
215	Insurance - Vision	164.48	446.84	350.00	350.00	-96.84	128 %
225	Retirement - PERS Expense	11,750.64	34,783.89	33,000.00	33,000.00	-1,783.89	105 %
305	Operations & Maintenance	1,392.76	5,458.61	8,000.00	8,000.00	2,541.39	68 %
310	Phone & Fax Expense	192.78	3,157.87	1,100.00	5,600.00	2,442.13	56 %
315	Postage, Shipping & Freight	86.28	593.50	3,500.00	1,000.00	406.50	59 %
319	Legal: P.R.A.s - Professional Svcs	757.12	1,231.92	0.00	900.00	-331.92	137 %
320	Printing & Reproduction	0.00	1,083.35	2,500.00	1,000.00	-83.35	108 %
321	IT Services - Professional Svcs	0.00	6,818.45	0.00	5,016.00	-1,802.45	136 %
323	Auditor - Professional Svcs	0.00	4,282.50	7,500.00	7,500.00	3,217.50	57 %
324	GSA-GSP - Professional Svcs	396.22	8,841.85	15,000.00	15,000.00	6,158.15	59 %
325	Accounting - Professional Svcs	551.25	3,700.06	3,700.00	5,100.00	1,399.94	73 %
326	Engineering - Professional Svcs	733.75	2,960.00	30,000.00	30,000.00	27,040.00	10 %
327	Legal: General - Professional Svcs	7,622.54	37,598.79	30,000.00	30,000.00	-7,598.79	125 %
328	Insurance - Prop & Liability	0.00	21,031.55	20,000.00	22,000.00	968.45	96 %
329	New Hire Screening	0.00	22.50	100.00	100.00	77.50	23 %
330	Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Legal: SMEA - Professional Svcs	0.00	0.00	4,800.00	2,000.00	2,000.00	0 %
332	Legal: Steinbeck & Water -	25,100.73	48,060.03	70,000.00	60,000.00	11,939.97	80 %
333	Legal: HR - Professional Svcs	9,011.09	11,407.18	0.00	3,000.00	-8,407.18	380 %
334	Maintenance Agreements	151.03	6,414.40	9,600.00	9,600.00	3,185.60	67 %
335	Meals	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and Conferences	0.00	919.83	1,000.00	1,000.00	80.17	92 %
345	Mileage Expense Reimbursement	0.00	282.62	1,000.00	1,000.00	717.38	28 %
348	Safety Equipment and Supplies	21.74	357.50	1,500.00	1,500.00	1,142.50	24 %
350	Repairs & Maint - Computers	0.00	100.79	1,600.00	1,600.00	1,499.21	6 %
351	Repairs & Maint - Equip	9,656.50	12,528.04	4,000.00	4,000.00	-8,528.04	313 %
352	Repairs & Maint - Structures	0.00	109.01	2,000.00	2,000.00	1,890.99	5 %
353	Repairs & Maint - Infrastructure	18,066.38	37,088.62	50,000.00	50,000.00	12,911.38	74 %
354	Repairs & Maint - Vehicles	64.63	1,809.00	3,000.00	3,000.00	1,191.00	60 %
355	Testing & Supplies (WWTP)	0.00	162.00	0.00	0.00	-162.00	*** %
356	Testing & Supplies - Well #3 (Water)	691.90	2,661.59	3,500.00	3,500.00	838.41	76 %
357	Testing & Supplies - Well #4 (Water)	772.90	2,459.58	3,500.00	3,500.00	1,040.42	70 %
358	Testing & Supplies - SLT Well (Water)	1,481.91	6,447.73	6,000.00	6,000.00	-447.73	107 %
359	Testing & Supplies - Other	100.00	3,692.00	6,000.00	6,000.00	2,308.00	62 %
362	Cross-Connection Control Svcs.	0.00	884.40	1,000.00	1,000.00	115.60	88 %
374	CSD Utilities - Billing Services	626.49	3,654.92	0.00	3,500.00	-154.92	104 %
375	Internet Expenses	184.97	1,687.73	2,500.00	2,500.00	812.27	68 %
376	Web Page - Upgrade/Maint	0.00	900.00	1,000.00	900.00	0.00	100 %
380	Utilities - Alarm Service	41.58	726.68	650.00	800.00	73.32	91 %
381	Utilities - Electric	4,585.33	45,418.15	45,452.00	45,452.00	33.85	100 %
382	Utilities - Propane	599.05	1,146.86	750.00	750.00	-396.86	153 %
383	Utilities - Trash	51.99	626.00	800.00	800.00	174.00	78 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 6 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
384	Utilities - Water/Sewer	91.72	388.94	500.00	500.00	111.06	78 %
385	Dues and Subscriptions	5.62	4,295.42	4,000.00	4,500.00	204.58	95 %
386	Education and Training	55.87	591.16	1,000.00	2,500.00	1,908.84	24 %
393	Advertising and Public Notices	0.00	298.43	2,000.00	1,000.00	701.57	30 %
394	LAFCO Allocations	0.00	1,210.52	1,600.00	1,210.52	0.00	100 %
395	Community Outreach	34.65	553.79	1,200.00	1,200.00	646.21	46 %
396	Utilities - SoCal Gas	0.00	0.00	1,000.00	3,000.00	3,000.00	0 %
410	Office Supplies	157.52	1,165.55	2,000.00	2,000.00	834.45	58 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
465	Cell phones, Radios and Pagers	131.37	1,653.06	1,500.00	1,500.00	-153.06	110 %
475	Computer Supplies & Upgrades	1,231.31	4,589.34	0.00	11,117.68	6,528.34	41 %
481	Chemicals- Well #3	145.83	2,377.39	4,000.00	4,000.00	1,622.61	59 %
482	Chemicals- Well #4	145.84	2,496.21	4,000.00	4,000.00	1,503.79	62 %
483	Chemicals- SLT Well	0.00	1,038.67	2,000.00	2,000.00	961.33	52 %
485	Fuel Expense	1,279.75	6,541.45	4,000.00	6,000.00	-541.45	109 %
490	Small Tools & Equipment	0.00	3,641.51	6,000.00	6,000.00	2,358.49	61 %
495	Uniform Expense	122.25	2,779.37	1,800.00	1,800.00	-979.37	154 %
500	Capital Outlay	0.00	23,853.00	0.00	23,853.00	0.00	100 %
517	Water Projects Well 4	0.00	12,114.04	0.00	12,114.04	0.00	100 %
520	Water Main Valves Replacement	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
525	Water Meter Replacement	619.56	27,214.56	20,000.00	20,000.00	-7,214.56	136 %
526	Development Meters	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
535	Water Lines Repairs	104.78	104.78	20,000.00	20,000.00	19,895.22	1 %
577	PROPOSITION 1 GRANT	9,457.50	9,457.50	0.00	10,000.00	542.50	95 %
582	WWTP Plant Maintenance	0.00	554.48	10,000.00	8,000.00	7,445.52	7 %
587	WWTF Final Design/Construction	0.00	10.44	0.00	500.00	489.56	2 %
590	CALOES Resiliency Grant	12,684.00	168,597.13	230,000.00	230,000.00	61,402.87	73 %
605	USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
715	Licenses, Permits and Fees	234.53	6,590.17	6,500.00	6,500.00	-90.17	101 %
805	Refundable Water/Sewer/Hydrant	-1.92	-0.12	0.00	25.00	25.12	0 %
900	District Strategic Plan	1,218.75	12,422.31	0.00	13,300.00	877.69	93 %
930	Interest Fees	5,104.00	30,489.82	60,000.00	60,000.00	29,510.18	51 %
940	Bank Service Charges	0.00	15.42	0.00	25.00	9.58	62 %
	Account Total:	138,256.70	953,932.29	1,153,172.00	1,236,386.91	282,454.62	77 %
	Account Group Total:	138,256.70	953,932.29	1,153,172.00	1,236,386.91	282,454.62	77 %
	Fund Total:	138,256.70	953,932.29	1,153,172.00	1,236,386.91	282,454.62	77 %

60 SOLID WASTE DEPARTMENT

66000 SOLID WASTE

66000 SOLID WASTE

105	Salaries and Wages	727.00	12,300.15	13,810.00	13,810.00	1,509.85	89 %
111	BOD Stipend	14.00	182.00	240.00	240.00	58.00	76 %
115	Payroll Expenses	0.00	87.04	250.00	250.00	162.96	35 %
120	Workers' Compensation	0.00	370.32	500.00	370.32	0.00	100 %
121	Physicals	0.00	1.60	0.00	0.00	-1.60	*** %
135	Payroll Tax - FICA/SS	4.11	49.69	250.00	250.00	200.31	20 %
140	Payroll Tax - Medicare	23.20	190.48	250.00	250.00	59.52	76 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Expenditure - Budget vs. Actual Report
 For the Accounting Period: 6 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
155	Payroll Tax - SUI	3.12	73.80	200.00	200.00	126.20	37 %
160	Payroll Tax - ETT	0.05	0.08	0.00	0.00	-0.08	*** %
205	Insurance - Health	-626.55	1,514.24	2,000.00	2,736.00	1,221.76	55 %
210	Insurance - Dental	52.13	128.30	200.00	200.00	71.70	64 %
215	Insurance - Vision	4.75	16.87	200.00	200.00	183.13	8 %
225	Retirement - PERS Expense	1,221.05	2,487.79	2,000.00	2,000.00	-487.79	124 %
305	Operations & Maintenance	1,088.78	1,543.49	2,000.00	2,000.00	456.51	77 %
310	Phone & Fax Expense	6.96	186.14	100.00	300.00	113.86	62 %
315	Postage, Shipping & Freight	4.51	31.11	100.00	100.00	68.89	31 %
319	Legal: P.R.A.s - Professional Svcs	40.37	65.41	0.00	150.00	84.59	44 %
320	Printing & Reproduction	0.00	28.98	500.00	250.00	221.02	12 %
321	IT Services - Professional Svcs	0.00	345.63	0.00	500.00	154.37	69 %
323	Auditor - Professional Svcs	0.00	470.80	400.00	700.00	229.20	67 %
325	Accounting - Professional Svcs	29.40	-45.25	250.00	250.00	295.25	-18 %
327	Legal: General - Professional Svcs	6,542.04	7,511.61	1,600.00	1,600.00	-5,911.61	469 %
328	Insurance - Prop & Liability	0.00	744.32	1,000.00	694.32	-50.00	107 %
330	Contract Labor	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
331	Legal: SMEA - Professional Svcs	0.00	0.00	500.00	100.00	100.00	0 %
333	Legal: HR - Professional Svcs	506.60	633.20	0.00	400.00	-233.20	158 %
334	Maintenance Agreements	4.06	213.49	400.00	400.00	186.51	53 %
335	Meals	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and Conferences	0.00	49.05	200.00	200.00	150.95	25 %
345	Mileage Expense Reimbursement	0.00	11.64	100.00	100.00	88.36	12 %
348	Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0 %
350	Repairs & Maint - Computers	0.00	18.68	150.00	150.00	131.32	12 %
351	Repairs & Maint - Equip	53.57	53.57	1,000.00	1,000.00	946.43	5 %
352	Repairs & Maint - Structures	0.00	0.60	100.00	100.00	99.40	1 %
353	Repairs & Maint - Infrastructure	0.00	1,290.92	1,000.00	2,000.00	709.08	65 %
354	Repairs & Maint - Vehicles	0.00	0.00	200.00	200.00	200.00	0 %
375	Internet Expenses	0.00	0.00	200.00	200.00	200.00	0 %
376	Web Page - Upgrade/Maint	0.00	48.00	0.00	48.00	0.00	100 %
382	Utilities - Propane	0.00	29.22	100.00	100.00	70.78	29 %
383	Utilities - Trash	0.00	0.00	200.00	200.00	200.00	0 %
384	Utilities - Water/Sewer	0.00	0.00	500.00	500.00	500.00	0 %
385	Dues and Subscriptions	0.30	202.65	150.00	350.00	147.35	58 %
386	Education and Training	2.98	264.71	500.00	500.00	235.29	53 %
393	Advertising and Public Notices	674.14	1,326.76	500.00	500.00	-826.76	265 %
394	LAFCO Allocations	0.00	1,210.52	1,600.00	1,210.52	0.00	100 %
395	Community Outreach	25.70	317.01	750.00	750.00	432.99	42 %
410	Office Supplies	8.40	59.06	150.00	150.00	90.94	39 %
465	Cell phones, Radios and Pagers	5.70	85.46	150.00	150.00	64.54	57 %
475	Computer Supplies & Upgrades	75.70	268.03	0.00	1,270.00	1,001.97	21 %
485	Fuel Expense	0.00	3.00	200.00	200.00	197.00	2 %
490	Small Tools & Equipment	0.00	353.56	500.00	500.00	146.44	71 %
495	Uniform Expense	5.00	100.50	200.00	200.00	99.50	50 %
650	SB1383 Compliance	0.00	0.00	0.00	10,000.00	10,000.00	0 %
900	District Strategic Plan	65.00	662.52	0.00	700.00	37.48	95 %
940	Bank Service Charges	0.00	0.70	0.00	15.00	14.30	5 %
Account Total:		10,562.07	35,487.45	36,900.00	50,944.16	15,456.71	70 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Expenditure - Budget vs. Actual Report
 For the Accounting Period: 6 / 22

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
	Account Group Total:	10,562.07	35,487.45	36,900.00	50,944.16	15,456.71	70 %
	Fund Total:	10,562.07	35,487.45	36,900.00	50,944.16	15,456.71	70 %
	Grand Total:	310,291.72	2,359,191.10	3,051,086.00	3,783,504.11	1,424,313.01	62 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 6/22

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 Operating Cash - Premier	196,203.28	46.12	7.30	0.00	60,927.08	135,329.62
10250 Pac Premier - Payroll	3,781.55	1,160.56	19,908.85	0.00	35,161.41	-10,310.45
10340 Pac Premier Operational Reserve	494,273.86	5,930.43	0.00	0.00	0.00	500,204.29
10350 Pac Premier- Capital Reserve	431,723.87	24.84	0.00	0.00	0.00	431,748.71
Total Fund	1,125,982.56	7,161.95	19,916.15		96,088.49	1,056,972.17
30 STREET LIGHTING DEPARTMENT						
10200 Operating Cash - Premier	100,808.23	1,301.34	0.00	0.00	3,628.78	98,480.79
10250 Pac Premier - Payroll	4,576.38	113.23	1,250.97	0.00	2,067.79	3,872.79
10340 Pac Premier Operational Reserve	210,272.04	5.20	0.00	0.00	0.00	210,277.24
10350 Pac Premier- Capital Reserve	249,683.32	14.37	0.00	0.00	0.00	249,697.69
10460 Cantella & Co. Investment Acct.	154,604.30	154.48	0.00	1,123.20	0.00	153,635.58
Total Fund	719,944.27	1,588.62	1,250.97	1,123.20	5,696.57	715,964.09
40 WASTEWATER DEPARTMENT						
10200 Operating Cash - Premier	709,801.24	112,234.27	1,800.59	596.48	72,526.06	750,713.56
10250 Pac Premier - Payroll	47,652.06	6,288.93	23,768.85	0.00	27,986.70	49,723.14
10260 Pac Western Bank --Long Term	400,108.72	9.87	0.00	0.00	0.00	400,118.59
10340 Pac Premier Operational Reserve	330,380.24	8.17	0.00	0.00	0.00	330,388.41
10350 Pac Premier- Capital Reserve	1,131,226.13	65.09	0.00	0.00	0.00	1,131,291.22
Total Fund	2,619,168.39	118,606.33	25,569.44	596.48	100,512.76	2,662,234.92
50 WATER DEPARTMENT						
10150 Cash in SLO County	77,412.40	0.00	0.00	0.00	0.00	77,412.40
10200 Operating Cash - Premier	183,159.83	86,970.18	278.63	441.82	127,293.61	142,673.21
10250 Pac Premier - Payroll	-13,213.04	6,260.62	23,456.10	0.00	40,177.92	-23,674.24
10340 Pac Premier Operational Reserve	155,316.79	3.84	0.00	0.00	0.00	155,320.63
10350 Pac Premier- Capital Reserve	259,560.70	14.93	0.00	0.00	0.00	259,575.63
10400 HOB - USDA Reserve	70,001.60	0.58	0.00	0.00	0.00	70,002.18
Total Fund	732,238.28	93,250.15	23,734.73	441.82	167,471.53	681,309.81
60 SOLID WASTE DEPARTMENT						
10200 Operating Cash - Premier	41,772.55	3,712.32	0.00	0.00	9,268.89	36,215.98
10250 Pac Premier - Payroll	4,976.14	113.22	1,250.97	0.00	2,057.42	4,282.91
10340 Pac Premier Operational Reserve	72,279.29	1.79	0.00	0.00	0.00	72,281.08
10350 Pac Premier- Capital Reserve	26,092.85	1.50	0.00	0.00	0.00	26,094.35
Total Fund	145,120.83	3,828.83	1,250.97		11,326.31	138,874.32
71 PAYROLL CLEARING FUND						
10250 Pac Premier - Payroll	14,587.90	0.00	105,011.95	114,894.97	0.00	4,704.88
73 CLAIMS CLEARING FUND						
10200 Operating Cash - Premier	39,291.19	0.00	201,924.08	162,232.92	0.00	78,982.35
10250 Pac Premier - Payroll	0.00	0.00	2,439.29	2,011.59	0.00	427.70
Total Fund	39,291.19		204,363.37	164,244.51		79,410.05
Totals	5,396,333.42	224,435.88	381,097.58	281,300.98	381,095.66	5,339,470.24

*** 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.

112
SAN MIGUEL CSD Investment Portfolio Report - MONTHLY

6/30/2022

SECURITY	PRICE	COUPON	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	MARKET VALUE AS OF REPORT	PORTFOLIO % BY INVESTMENT
Fidelity Govt MMKT	N/A								\$ 14,259.93	
Morgan Stanley Bank NA	\$ 100.00	3.05%	\$ 75,000.00	3.05%	\$ 2,287.50	2/14/2024	32992	2/14/2019	\$ 74,895.00	54%
Comenity Cap. Bank	\$ 100.00	2.75%	\$ 65,000.00	2.75%	\$ 1,787.50	4/15/2024	57570	4/15/2019	\$ 64,480.65	46%
Total & Average:			\$ 140,000.00	2.90%	\$ 4,075.00				\$ 153,635.58	

SMCSD BMS Accounts: 30-46000, 30-46100



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

Disclosure Page

All information provided "as is" for informational purposes only, not intended for trading purposes or advice. Some holdings may included assets held by third party firms. Estimates of asset values provided by the client are not verified for accuracy and are not guaranteed. Prior to execution of any security trade, you are advised to consult your authorized financial advisor to verify the accuracy of all information. Neither Cantella & Co., Inc., nor Mark Edelman, King Capital Advisors is liable for any informational errors, incompleteness, or for any actions taken in reliance on information contained herein.

The performance data quoted represents past performance, which does not guarantee future results. Principle value and investment return of stocks, mutual funds, and variable/life products will fluctuate and an investor's share/units when redeemed will be worth more or less than the original investment. Stocks, mutual funds, and variable/life products are not FDIC-insured, may lose value, and are not guaranteed by a bank or other financial institution

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

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

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

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

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

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

SMCSD STATEMENTS OF INFORMATION:

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

As of this report date the District has the ability to meet it's expenditure requirements through: December 28, 2022

Michelle Hido

Robert Roberson, Interim General Manager SMCSD

Michelle Hido, Financial Officer SMCSD

113
SAN MIGUEL CSD Investment Portfolio Report - QUARTERLY

QUARTER 2

SECURITY	PRICE	COUPON	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	Q1 MARKET VALUE	MARKET VALUE AS OF REPORT	PORTFOLIO % BY INVESTMENT
Fidelity Govt MMKT	N/A								\$ 13,806.47	\$ 14,259.93	
Morgan Stanley Bank NA	\$ 100.00	3.05%	\$ 75,000.00	3.05%	\$ 2,287.50	2/14/2024	32992	2/14/2019	\$ 76,410.75	\$ 74,895.00	54%
Comenity Cap. Bank	\$ 100.00	2.75%	\$ 65,000.00	2.75%	\$ 1,787.50	4/15/2024	57570	4/15/2019	\$ 65,788.45	\$ 64,480.65	46%
Total & Average:			\$ 140,000.00	2.90%	\$ 4,075.00				\$ 156,005.67	\$ 153,635.58	

SMCSD BMS Accounts: 30-46000, 30-46100



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

Disclosure Page

All information provided "as is" for informational purposes only, not intended for trading purposes or advice. Some holdings may include assets held by third party firms. Estimates of asset values provided by the client are not verified for accuracy and are not guaranteed. Prior to execution of any security trade, you are advised to consult your authorized financial advisor to verify the accuracy of all information. Neither Cantella & Co., Inc., nor Mark Edelman, King Capital Advisors is liable for any informational errors, incompleteness, or for any actions taken in reliance on information contained herein.

The performance data quoted represents past performance, which does not guarantee future results. Principle value and investment return of stocks, mutual funds, and variable/life products will fluctuate and an investor's share/units when redeemed will be worth more or less than the original investment. Stocks, mutual funds, and variable/life products are not FDIC-insured, may lose value, and are not guaranteed by a bank or other financial institution

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

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

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

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

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

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

SMCSD STATEMENTS OF INFORMATION:

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

As of this report date the District has the ability to meet it's expenditure requirements.

Michelle Hido

Michelle Hido, Financial Officer SMCSD

Robert Roberson, Interim General Manager SMCSD



San Miguel Community Services District

Board of Directors Staff Report

July 28, 2022

AGENDA ITEM: XI-2

SUBJECT:

Review and Adopt RESOLUTION 2022-38 Amending the District's Conflict of Interest Code.

RECOMMENDATION: Review and approve amendment to the current policy and adopt RESOLUTION 2022-38. As a follow up action, staff will submit proof of the Conflict of Interest Code review and the updated Designated Positions List to the San Luis Obispo Board of Supervisors.

DISCUSSION:

Each California government agency must have a conflict of interest code that lists positions within the agency that must submit financial disclosure statements ("Conflict of Interest Code"). (Gov. Code, § 87300.) The bulk of the Conflict of Interest Code is promulgated by the Fair Political Practices Commission and adopted by the San Miguel Community Services District ("District"). The District's primary responsibility is to ensure the District's list of designated positions remains accurate and up to date. After conducting its review, the District must submit a review form to the San Luis Obispo Board of Supervisors who is the District's "code reviewing body." (Gov. Code, § 87306.5.)

The current version of the District's Conflict of Interest Code was approved in August 2014 by Resolution 2014-13 and revised in December 2014 by Resolution 2014-27 to amend the "List of Designated Positions." The Board of Directors has reviewed the Conflict of Interest Code on a periodic basis since then and amended the Conflict of Interest Code in 2018 as required by Government Code section 87306.5. The Board of Directors approved minor adjustments to the Designated Positions List as necessary to correspond with employment titles utilized at that time.

District staff and General Counsel have conducted a review of its Conflict of Interest Code and determined that minor adjustments to the Designated Positions List are necessary to correspond with current titles. Specifically, the Designated Positions List will now include the position of Finance Officer to reflect the changes in job duties for this position since the last review of the Conflict of Interest Code. Accordingly, the attached Resolution and Exhibit "A" provides

corrections and amendments to the District's list of Designated Positions List to conform with Fair Political Practices Commission (FPPC) regulations and current District job titles and duties.

FISCAL IMPACT:

Review and approval of the District's Conflict of Interest Code has no financial impact.

STAFF RECOMMENDATION:

Review and approve amendments to the Conflict of Interest Code and Adopt Resolution 2022-38. As a follow up action, staff will submit the revised Conflict of Interest Code to the San Luis Obispo Board of Supervisors.

Attachments:

2022-38 Resolution with Exhibit A, amendments to the Designated Positions List

PREPARED BY:

Tamara Parent
Board Clerk

Nubia Goldstein
Attorney- White Brenner, LLP

RESOLUTION NO. XXXX-XX**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
REGARDING THE BIENNIAL REVIEW OF ITS
CONFLICT OF INTEREST CODE
AND REVISING EXHIBIT “A” AS
THE LIST OF DESIGNATED POSITIONS SUBJECT TO
THE CONFLICT OF INTEREST CODE**

WHEREAS, on April 10, 2000, the San Miguel Community Services District (“District”) approved Resolution 2000-08, adopting the Fair Political Practices Commission’s (FPPC) model Conflict of Interest Code; and

WHEREAS, pursuant to Government Code section 87306.5 the District is required to review its Conflict of Interest Code and, if a change is needed, submit an amended Conflict of Interest Code to the Board of Supervisors of the County of San Luis Obispo, which is the designated code reviewing body; and

WHEREAS, on August 28, 2014, pursuant to Government Code section 87306.5, the District Board of Directors adopted Resolution 2014-27 amending the “List of Positions Designated as Subject to the Provisions of the District’s Conflict of Interest Code and Applicable Disclosure Categories” (the “Designated Positions List”);

WHEREAS, the Board of Directors does, hereby, reaffirm its prior decision to incorporate FPPC Regulation section 18730 and the FPPC model Conflict of Interest Code by reference as the District’s Conflict of Interest Code, and

WHEREAS, the Board of Directors of the District has determined that Designated Positions List (pursuant to Government Code §87302, subd. (a)) should be amended to reflect organizational changes subject to District Conflict of Interest Code regulation, and should be sent to the County Clerk office.

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

1. The terms of Title 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the FPPC, along with the “List of Positions Designated as Subject to the Provisions of the District’s Conflict of Interest Code and Applicable Disclosure Categories” as set forth in Exhibit “A” attached hereto shall constitute the Conflict of Interest Code for the District.
2. Other than the amendment to the List of Positions Designated contained herein, the Board of Directors has determined that no other changes to the District’s Conflict of Interest Code are required.

3. In accordance with Government Code sections 87303 and 87306.5, this Resolution shall be submitted to the Board of Supervisors of the County of San Luis Obispo, as the designated code reviewing body, along with the executed "2022 Local Agency Biennial Notice".

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 ____ day of ____ 2022

SMCSD Board of Directors

ATTEST:

Robert Roberson, General Manager

Tamara Parent, Board Clerk

APPROVED AS TO FORM:

Douglas L. White, District Counsel

Exhibit A

SAN MIGUEL COMMUNITY SERVICES DISTRICT CONFLICT OF INTEREST CODE LIST OF DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES

Designated Positions. The employees and officers listed below are designated as persons who are deemed to make, or participate in the making of, decisions that may have a material effect on a financial interest. Persons holding designated positions listed below shall disclose interests and investments in accordance with the corresponding disclosure categories as defined below:

Designated Position	Disclosure Categories
District Board Member*	1,2,3
General Manager*	1,2,3
Board Clerk/Accounts Clerk Manager	1,2,3
Director of Utilities	1,2,3
District Fire Chief	1,2,3
Assistant Fire Chief	1,2,3
District Counsel*	1,2,3
District Engineer	1,2,3
Consultant	1,2,3
<u>Finance Officer</u>	<u>1,2,3</u>

Disclosure Categories. The disclosure categories are defined as follows:

Category 1:

All persons in this disclosure category shall disclose all interests in real property located in the District or within two miles of the District's boundaries. This disclosure category is not applicable to the person's principle residence or real property interests with a fair market value of less than \$2,000.

Category 2:

All persons in this disclosure category shall disclose all investments in business entities and business positions in business entities that have an interest in real property in the District, or that have done business with the District during the year prior to the date of the person's disclosure statement, or that are likely to do business with the District during the year subsequent to the date of the person's disclosure statement. This disclosure category is not applicable to investments with a fair market value of less than \$2,000.

Category 3:

All persons in this disclosure category shall disclose all sources of personal income and business entity income from entities that provide services, materials, machinery, equipment, or supplies of the type utilized by the District or that are located within the District, including gifts, loans and travel payments. This disclosure category is not applicable to income received from the District.

* In accordance with Government Code section 87200 and California Code of Regulations, tit. 2, section 18720, officials who manage public investments must file statements of economic interest (FPPC Form 700) pursuant to the Political Reform Act.

Consultants. “Consultant” means an individual who, pursuant to a contract with the District, either:

(A) Makes a governmental decision whether to (1) approve a rate, rule, or regulation; (2) adopt or enforce a law; (3) issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement; (4) authorize the District to enter into, modify, or renew a contract provided it is the type of contract that requires District approval; (5) grant District approval to a contract that requires District approval and to which the District is a party, or to the specifications for such a contract; (6) grant District approval to a plan, design, report, study, or similar item; or (7) adopt or grant District approval of policies, standards, or guidelines for the agency, or for any subdivision thereof; or

(B) serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in California Code of Regulations, Title 2, section 18702.2 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District’s Conflict of Interest Code. (California Code of Regulations, Title 2, §18701, subd. (a)(2).)

“Consultants” are included in the list of designated positions and must disclose interests and investments in accordance with the broadest disclosure category in the District’s Conflict of Interest Code, subject to the following limitation: The General Manager may determine in writing that a particular consultant, although a “consultant” and “designated position,” nevertheless is hired or retained to perform a range of duties that is limited in scope and therefore is not required to fully comply with the disclosure requirements described in this section.

The General Manager’s written determination shall include a description of the consultant’s duties, and, based on that description, a statement of the extent of disclosure requirements. The written determination is a public record and shall be retained for public inspection in the same manner and location as the District’s Conflict of Interest Code.

* In accordance with Government Code section 87200 and California Code of Regulations, tit. 2, section 18720, officials who manage public investments must file statements of economic interest (FPPC Form 700) pursuant to the Political Reform Act.

RESOLUTION NO. 2022-38**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
REGARDING THE BIENNIAL REVIEW OF ITS
CONFLICT OF INTEREST CODE
AND REVISING EXHIBIT “A” AS
THE LIST OF DESIGNATED POSITIONS SUBJECT TO
THE CONFLICT OF INTEREST CODE**

WHEREAS, on April 10, 2000, the San Miguel Community Services District (“District”) approved Resolution 2000-08, adopting the Fair Political Practices Commission’s (FPPC) model Conflict of Interest Code; and

WHEREAS, pursuant to Government Code section 87306.5 the District is required to review its Conflict of Interest Code and, if a change is needed, submit an amended Conflict of Interest Code to the Board of Supervisors of the County of San Luis Obispo, which is the designated code reviewing body; and

WHEREAS, on August 28, 2014, pursuant to Government Code section 87306.5, the District Board of Directors adopted Resolution 2014-27 amending the “List of Positions Designated as Subject to the Provisions of the District’s Conflict of Interest Code and Applicable Disclosure Categories” (the “Designated Positions List”);

WHEREAS, the Board of Directors does, hereby, reaffirm its prior decision to incorporate FPPC Regulation section 18730 and the FPPC model Conflict of Interest Code by reference as the District’s Conflict of Interest Code, and

WHEREAS, the Board of Directors of the District has determined that Designated Positions List (pursuant to Government Code §87302, subd. (a)) should be amended to reflect organizational changes subject to District Conflict of Interest Code regulation, and should be sent to the County Clerk office.

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

1. The terms of Title 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the FPPC, along with the “List of Positions Designated as Subject to the Provisions of the District’s Conflict of Interest Code and Applicable Disclosure Categories” as set forth in Exhibit “A” attached hereto shall constitute the Conflict of Interest Code for the District.
2. Other than the amendment to the List of Positions Designated contained herein, the Board of Directors has determined that no other changes to the District’s Conflict of Interest Code are required.

3. In accordance with Government Code sections 87303 and 87306.5, this Resolution shall be submitted to the Board of Supervisors of the County of San Luis Obispo, as the designated code reviewing body, along with the executed "2022 Local Agency Biennial Notice".

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 28th day of July 2022.

Raynette Gregory, Board President

ATTEST:

Robert Roberson, General Manager

Tamara Parent, Board Clerk

APPROVED AS TO FORM:

Douglas L. White, District Counsel

Exhibit A to Resolution 2022-38

**SAN MIGUEL COMMUNITY SERVICES DISTRICT
CONFLICT OF INTEREST CODE
LIST OF DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES**

Designated Positions. The employees and officers listed below are designated as persons who are deemed to make, or participate in the making of, decisions that may have a material effect on a financial interest. Persons holding designated positions listed below shall disclose interests and investments in accordance with the corresponding disclosure categories as defined below:

Designated Position	Disclosure Categories
District Board Member*	1,2,3
General Manager*	1,2,3
Board Clerk/Accounts Clerk Manager	1,2,3
Director of Utilities	1,2,3
District Fire Chief	1,2,3
Assistant Fire Chief	1,2,3
District Counsel*	1,2,3
District Engineer	1,2,3
Consultant	1,2,3
Finance Officer	1,2,3

Disclosure Categories. The disclosure categories are defined as follows:

Category 1:

All persons in this disclosure category shall disclose all interests in real property located in the District or within two miles of the District's boundaries. This disclosure category is not applicable to the person's principle residence or real property interests with a fair market value of less than \$2,000.

Category 2:

All persons in this disclosure category shall disclose all investments in business entities and business positions in business entities that have an interest in real property in the District, or that have done business with the District during the year prior to the date of the person's disclosure statement, or that are likely to do business with the District during the year subsequent to the date of the person's disclosure statement. This disclosure category is not applicable to investments with a fair market value of less than \$2,000.

Category 3:

All persons in this disclosure category shall disclose all sources of personal income and business entity income from entities that provide services, materials, machinery, equipment, or supplies of the type utilized by the District or that are located within the District, including gifts, loans and travel payments. This disclosure category is not applicable to income received from the District.

* In accordance with Government Code section 87200 and California Code of Regulations, tit. 2, section 18720, officials who manage public investments must file statements of economic interest (FPPC Form 700) pursuant to the Political Reform Act.

Consultants. “Consultant” means an individual who, pursuant to a contract with the District, either:

(A) Makes a governmental decision whether to (1) approve a rate, rule, or regulation; (2) adopt or enforce a law; (3) issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement; (4) authorize the District to enter into, modify, or renew a contract provided it is the type of contract that requires District approval; (5) grant District approval to a contract that requires District approval and to which the District is a party, or to the specifications for such a contract; (6) grant District approval to a plan, design, report, study, or similar item; or (7) adopt or grant District approval of policies, standards, or guidelines for the agency, or for any subdivision thereof; or

(B) serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in California Code of Regulations, Title 2, section 18702.2 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District’s Conflict of Interest Code. (California Code of Regulations, Title 2, §18701, subd. (a)(2).)

“Consultants” are included in the list of designated positions and must disclose interests and investments in accordance with the broadest disclosure category in the District’s Conflict of Interest Code, subject to the following limitation: The General Manager may determine in writing that a particular consultant, although a “consultant” and “designated position,” nevertheless is hired or retained to perform a range of duties that is limited in scope and therefore is not required to fully comply with the disclosure requirements described in this section.

The General Manager’s written determination shall include a description of the consultant’s duties, and, based on that description, a statement of the extent of disclosure requirements. The written determination is a public record and shall be retained for public inspection in the same manner and location as the District’s Conflict of Interest Code.

* In accordance with Government Code section 87200 and California Code of Regulations, tit. 2, section 18720, officials who manage public investments must file statements of economic interest (FPPC Form 700) pursuant to the Political Reform Act.

2022 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2022**, or by the date specified by your agency, if earlier, to:

Administrative Office, ATTN: Clerk of the Board, 1055 Monterey St. Ste. D430, San Luis Obispo, CA 93408
Via e-mail: AD_Form700@co.slo.ca.us

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.



San Miguel Community Services District

Board of Directors Staff Report

July 28th, 2022

AGENDA ITEM: XI-3

SUBJECT: Review and approve RESOLUTION 2022-43 authorizing the Director of Utilities to contract with Wallace Group Inc (Wallace) to provide engineering, design and project management services for the Machado Wastewater Treatment Facility upgrade in an amount not to exceed \$798,128 and authorize a budget adjustment to the Wastewater Department with corresponding transfers from Capital Reserves. (object 587 – Project 20001).

RECOMMENDATION:

Approve RESOLUTION 2022-43 authorizing the Director of Utilities to contract with Wallace for engineering, design and project management services for the Machado Wastewater Treatment Facility upgrade and corresponding budget adjustment and transfer.

In June 2018 the District received a letter from the Waterboard indicating that District needed to move forward with upgrades and capacity expansion of the Machado Wastewater Treatment Facility.

In 2019 the Board approved a contract for project management and engineering/ design services with Monsoon Consultants, however that contract was terminated due to the closure of their firm.

In order to complete the necessary engineering, design, and project management to complete the WWTF upgrade it is necessary to contract with another firm. At the April Board meeting a proposal was presented to the Board for the District Engineer (Water Systems Consultants) to perform the necessary work. The Board requested that the project be put out to as a RFP, which it was. Four firms were present at the Mandatory Pre-proposal meeting but only two provided proposals.

Wallace Group and Water Systems consulting were the only two firms to provide proposals. Both firms have similar experience, qualifications and are proposing comparable end product.

Wallace is proposing to complete the required Project Management, Engineering, Design, Consultation, and coordination to take this project through to completion. They are aware of the tight timelines and required work effort. Wallace is proposing that their effort as well as the effort of their sub-consultants would not exceed \$798,128. This is a time and material estimate, meaning that, if the time spent is less or the sub-consultant fees are less, then the cost would be less. There is a fair amount of cost built into the proposal to account for 'unknowns' which will likely be able to be reduced as Wallace gets a better understanding of current progress and reports.

FISCAL IMPACT

Although it is possible that this cost will be reimbursed through either USDA or other grants, it is also likely that the District will not be reimbursed in full.

The following budget adjustments would be made to budget object 587 for the Wastewater Department (Project 20001) Fund 40 - \$798,128

PREPARED BY: Kelly Dodds, Director of Utilities

Attachment: RESOLUTION 2022-43

RESOLUTION NO. 2022-43

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE DIRECTOR OF
UTILITIES TO CONTRACT WITH WALLACE GROUP INC. FOR ENGINEERING, DESIGN
AND PROJECT MANAGEMENT SERVICES FOR THE MACHADO WASTEWATER
TREATMENT FACILITY UPGRADE.**

WHEREAS, The expansion and upgrade of the Machado Wastewater Treatment Facility (WWTF) has been recognized by the Board as necessary and has been in progress for multiple years; and

WHEREAS, In June 2018, the District received a formal letter from the California Water Boards Central Coast Regional Water Quality Control Board (CWB) stating a Wastewater Treatment Plant expansion is required for treatment of effluent quality; and

WHEREAS, the District Board of Directors formally approves the proposal from Wallace Group Inc. (Wallace) for Engineering, design and project management services. Wallace has a strong understanding of Cloacina MBR systems and the needs and objectives of the District and is very sensitive to the aggressive timeline that must be achieved. The proposal from Wallace is a time and material proposal and in the event that additional funds are necessary, those requests will be brought back to the Board for approval; and

WHEREAS, the District Board of Directors authorizes the Director of Utilities to contract with Wallace for the scope of work as identified in the circulated RFP; and

WHEREAS, the District Board of Directors authorizes a budget adjustment in the amount of \$798,128 to expense line 40-587 WWTF Final Design/ Construction Docs. as well as a fund transfer from Wastewater Capital reserves.

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

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

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

the foregoing Resolution is hereby passed and adopted this 28th day of July 2022.

Raynette Gregory, Board President

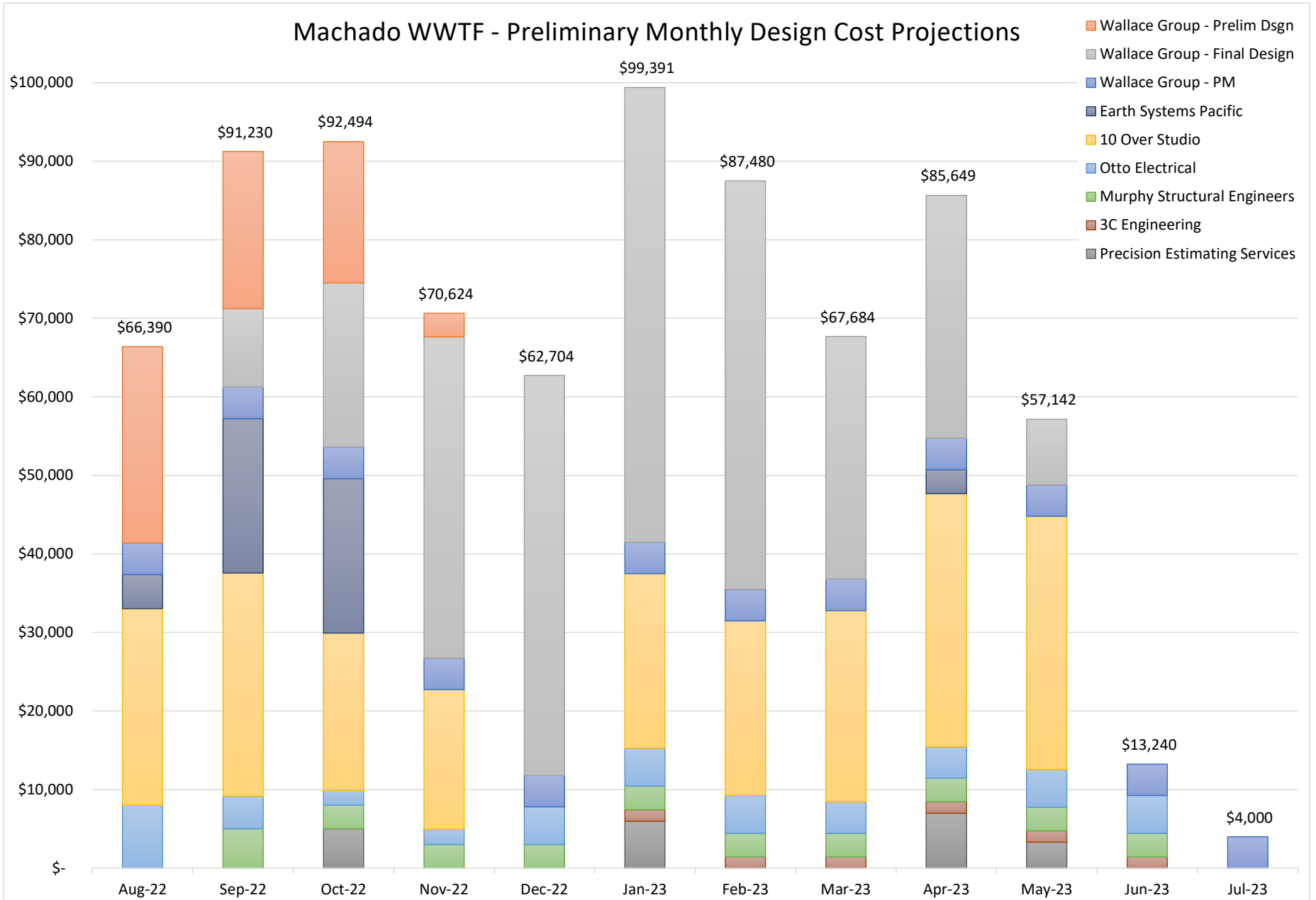
ATTEST:

APPROVED AS TO FORM AND CONTENT:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel

Machado WWTF - Preliminary Monthly Design Cost Projections





San Miguel Community Services District

Board of Directors Staff Report

July 28th 2022

AGENDA ITEM: XI-4

SUBJECT: Discuss and approve RESOLUTION 2022-39 changing the District Board meeting location to 601 12th street (San Miguel Senior Center).

RECOMMENDATION: Approve RESOLUTION 2022-39 changing the District Board meeting location to 601 12th street (San Miguel Senior Center).

Due to the upcoming construction in the San Miguel Fire Station, it will be necessary to change the meeting location for regular and special District Board meetings.

Staff has located three venues to hold meetings within San Miguel, those being the Community Center, Senior Center and Parish Hall. The Community Center currently has reservations for the 4th Thursday of each month and as such is unavailable unless the Board also changes meeting dates.

Due to the high rental and deposit fees, the Parish Hall is not recommended. The Senior Center, however, is available on Thursday evenings. Although they are revising their rates, it is estimated that they will remain under \$100 per day, which would result in a cost of between \$800 and \$1,600 through the end of the fiscal year, depending on the number of meetings.

Staff's recommendation is that the Board approve relocation of District Board meetings to the Senior Center starting with the August 25, 2022 regular meeting.

FISCAL IMPACT:

Changing meeting locations will result in an additional expense for space rental (between \$800 and \$1,600).

PREPARED BY:

Kelly Dodds Kelly Dodds, Director of Utilities

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING A TEMPORARY CHANGE IN DISTRICT MEETING LOCATION FROM 1150 MISSION STREET TO 601 12TH STREET.

WHEREAS, The San Miguel Community Services District currently meets at the San Miguel Fire Station (1150 Mission Street in San Miguel) for District Board meetings; and

WHEREAS, In order to accommodate construction activities at the Fire Station it is necessary to temporarily change the Board meeting location; and

WHEREAS, the District Board of Directors authorizes temporarily changing the District Board meeting location from 1150 Mission Street to 601 12th Street in San Miguel, inside the San Miguel Senior Center; and

WHEREAS, the District Board of Directors authorizes the General Manager or their designee to take any necessary action to change the meeting location; and

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

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

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

the foregoing Resolution is hereby passed and adopted this 28th day of July 2022.

Raynette Gregory, Board President

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel



San Miguel Community Services District

Board of Directors Staff Report

July 28 2022

AGENDA ITEM: XI-5

SUBJECT: Review and Approve **Resolution No. 2022-40** Amending Chapter 11: Order of Business, of the San Miguel Community Services District Board Members' Handbook.

The San Miguel Community Service District Board Member's Handbook was most recently revised January 2021.

In order to change the meeting location from the fire station to the Senior center it will be necessary to move Closed Session from the beginning the meeting to the end of the meeting. This is due to the lack of separate meeting rooms at the senior center to facilitate a Closed Session meeting without great inconvenience to attendees of the Public Agenda.

Additionally, this change will allow the Board more time to discuss Closed Session items, as the existing orientation occasionally limits the Board's ability to receive and discuss information in Closed Session because of the minimal time available.

The proposed change would move item IV ADJOURN TO CLOSED SESSION, and related sub-items to after XII BOARD COMMENT. All other items would be moved up on the agenda accordingly.

Recommendation:

Approve **Resolution No. 2022-40** Amending Chapter 11: Order of Business, of the San Miguel Community Services District Board Members' Handbook.

PREPARED BY:

APPROVED BY:

Kelly Dodds Director of Utilities

Rob Roberson, Interim General Manager

Attachments:

1. Redline Chapter 11: Order of Business, of the San Miguel Community Services District Board Members' Handbook.
2. Clean Chapter 11: Order of Business, of the San Miguel Community Services District Board Members' Handbook.
3. Resolution 2022-40

RESOLUTION NO. 2022-40

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AMENDING CHAPTER 11,
ORDER OF BUSINESS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD MEMBERS’ HANDBOOK**

WHEREAS, on September 22, 2017, the San Miguel Community Services District (“District”) Board of Directors (“Board”) adopted a handbook for members of the Board and other District officials (“Handbook”) and revised again on January 19, 2021; and

WHEREAS, the Handbook serves as a reference on adopted practices and procedures pertaining to Board meetings, committee meetings, Board powers and responsibilities, expected behavior and decorum, ethical duties, and other matters; and

WHEREAS, the Board desires to amend Chapter 11, Order of Business, of the San Miguel Community Services District Board Members’ Handbook.

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, amend Chapter 11: Order of Business, of the San Miguel Community Services District Board Members’ Handbook, attached hereto and incorporated as Exhibit A.

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 28th day of July 2022.

Raynette Gregory, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel

Chapter 11: Order of Business

A. General Order

The business of the Board at its Meetings will generally be conducted in accordance with the following order of business, unless otherwise specified. A closed session may be held at any time during a Meeting consistent with applicable law.

1. CALL TO ORDER (approximately 7:00 p.m.)

2. ROLL CALL

The General Manager, or his or her designee, shall call the roll of the Board Members. The roll shall be called randomly, except that the name of the President shall be called last. The names of each Board Member shall be called on each roll call whether they are present or absent and shall be entered into the minutes.

3. APPROVAL OF AGENDA.

A motion should be made to approve the agenda for the current Meeting. Should a Board Member wish to remove an item from the consent calendar for separate discussion, any Board Member may do so during the approval of the agenda or during the approval of the consent calendar.

— CLOSED SESSION (IF NECESSARY)

- ~~a. The Board meets from time to time in closed sessions which are duly held Meetings, or a portion thereof, at which certain actions may be taken and are not open to public and news media. These are:

 - ~~i. Closed sessions held at such times pursuant to Government Code section 54957.6 where the Board meets with its designated representatives prior to and during consultation and discussions with representatives of employee organizations.~~
 - ~~ii. Security or emergencies.~~
 - ~~iii. Personnel sessions.~~
 - ~~iv. Closed sessions to consider potential or pending litigation in which the District or an officer or employee is or could be a party.~~~~
- ~~b. Matters discussed in closed sessions are considered confidential:

 - ~~i. Labor Relations: As a matter of policy, the Board acknowledges that the District and its taxpayers are best served if positions authorized during such sessions are presented as those of the Board as a whole. Members of the Board agree that positions and agreements shall not be divulged.~~~~

Formatted: SMC Manual Heading 3, Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.5" + Indent at: 0.75"

- ii. ~~Personnel Sessions:~~ Matters discussed and reviewed in personnel sessions shall remain confidential in order to protect employees' rights to privacy.
- iii. ~~Security:~~ Arrangements made to address threats to the District or its property must be kept confidential.
- iv. ~~Litigation:~~ Discussion of probable or pending litigation could waive attorney-client privilege to the detriment of the District's position.
- e. ~~The Board must adhere to the time limits for closed session in order to begin the regular meeting in a timely manner. If the Board does not conclude the closed session in the required timeframe as set forth in the agenda, the Board will temporarily conclude the closed session meeting until the close of the regular meeting.~~

~~4. CALL TO ORDER FOR REGULAR BOARD MEETING/REPORT OUT OF CLOSED SESSION~~

~~(approximately 7:00 p.m.)~~

~~5.4. PLEDGE OF ALLEGIANCE~~

~~6.5. PUBLIC COMMENT (NON AGENDA ITEMS)~~

~~7.6. SPECIAL PRESENTATIONS/PUBLIC HEARINGS~~

~~All special presentations and public hearings will be calendared and coordinated through the President or the General Manager. The guidelines for conducting public hearings are discussed below at subsection B of this Chapter.~~

~~8.7. STAFF REPORTS/COMMITTEE REPORTS~~

1. San Luis Obispo County
2. Camp Roberts – Army National Guard
3. Community Service Organizations
4. General Manager
5. District General Counsel
6. Director Utilities
7. Fire Chief

~~9.8. AGENDA~~

~~a. Consent Calendar~~

~~All matters listed under the consent calendar are considered by the Board to be routine and will be acted upon in a single motion. Separate discussions of these items may be requested by a Board Member or Staff Member prior to the time the Board considers the motion to adopt. A Member of the public may not pull an item from the consent calendar.~~

Agenda items requested for removal from the consent calendar by Board Member or Staff will be considered at the beginning of the "Staff/Committee Reports" section of the agenda. A Board Member may vote "no" on any consent item without comment or discussion. Any substantive Board comments, questions, or discussion on an item will require removal of the item from the consent calendar.

~~10.9.~~ BOARD ACTION ITEMS

- a. Unfinished Business
- b. New Business

~~11.10.~~ BOARD COMMENTS

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

11. CLOSED SESSION (IF NECESSARY)

- a. The Board meets from time to time in closed sessions which are duly held Meetings, or a portion thereof, at which certain actions may be taken and are not open to public and news media. These are:
 - i. Closed sessions held at such times pursuant to Government Code section 54957.6 where the Board meets with its designated representatives prior to and during consultation and discussions with representatives of employee organizations.
 - ii. Security or emergencies.
 - iii. Personnel sessions.
 - iv. Closed sessions to consider potential or pending litigation in which the District or an officer or employee is or could be a party.
- b. Matters discussed in closed sessions are considered confidential:
 - i. Labor Relations: As a matter of policy, the Board acknowledges that the District and its taxpayers are best served if positions authorized during such sessions are presented as those of the Board as a whole. Members of the Board agree that positions and agreements shall not be divulged.
 - ii. Personnel Sessions: Matters discussed and reviewed in personnel sessions shall remain confidential in order to protect employees' rights to privacy.

- iii. Security: Arrangements made to address threats to the District or its property must be kept confidential.
- iv. Litigation: Discussion of probable or pending litigation could waive attorney-client privilege to the detriment of the District's position.
- c. The Board must adhere to the time limits for closed session in order to begin the regular meeting in a timely manner. If the Board does not conclude the closed session in the required timeframe as set forth in the agenda, the Board will temporarily conclude the closed session meeting until the close of the regular meeting.

12. CALL TO ORDER FOR REGULAR BOARD MEETING/REPORT OUT OF CLOSED SESSION

12.13. ADJOURNMENT TO NEXT REGULAR MEETING OF (Date)

B. Conduct of Business

The following is the preferred sequence of the decision-making process:

- a. Announce business item;
- b. Review Staff report;
- c. Board comment and discussion;
- d. Hear public comment;
- e. Board comment and discussion;
- f. Present motion;
- g. Second;
- h. Roll call or voice vote; and
- i. Announcement of the decision.

C. Action on Agenda Items

In accordance with the Ralph M. Brown Act, the Board may not take action on any item that did not appear on the posted Board agenda seventy-two (72) hours prior to the Board Meeting unless an exception is made as permitted by the Government Code.⁴⁰

D. Items Placed on Written Agenda

Items of business shall be placed upon the written agenda prior to the deadline announced, or observed for the preparation thereof, at the request of the General Manager or the District Counsel.

Any Member of the Board may place an item on a future agenda by making a formal request to the General Manager at a Meeting of the Board. The General Manager will place Board items on a future Board agenda when reasonable based on the Staff time and research necessary to prepare the item for Board consideration.

E. Items from the Board, General Manager, or District Counsel

These sections of the agenda provide the opportunity for brief comment on District business, District operations, District projects, and other items of general interest.⁴¹

F. Public Hearings:

1. General Procedure

The Board may, at its discretion or in compliance with applicable law, call a public hearing on any subject within its purview. The Board procedure for the conduct of public hearings is generally as follows:

- a. The Staff Presents its Report.
After the President/Chair announces the item as it appears on the agenda, District Staff will give a presentation to the Board and the public on the Staff report prepared for the matter.
- b. Initial Questions to Staff by the Board.
Prior to opening up a public hearing on a matter, Board Members may ask questions of Staff, or third-party consultants, regarding the Staff report and the item.
- c. President/Chair Opens the Public Hearing:
 - i. Applicant or Appellant Presentation. The applicant or appellant then has the opportunity to present comments, testimony, or argument.
 - ii. Public Testimony. Members of the public are provided with the opportunity to present their comments, testimony, or argument. Members of the public presenting comments, testimony, or argument will follow the following guidelines:
 1. Members of the Public Request to Speak. Any person desiring to speak or present evidence shall make his or her presence known to the President/Chair and upon being recognized by the President/Chair, the person may speak or present evidence relevant to the matter being heard. No person may speak without first being recognized by the President/Chair.

2. Board Questions of Speakers. Members of the Board who wish to ask questions of the speakers or each other during the public hearing portion may do so, but only after first being recognized by the President/Chair.
 3. Public Oral Presentations. All Board guidelines pertaining to oral presentation by Members of the public apply during public hearings. These guidelines are discussed in this Handbook in Chapter 13: "Addressing the Board."
 4. Materials for Public Record. All persons interested in the matter being heard by the Board shall be entitled to submit written evidence or remarks, as well as other graphic evidence.
 5. Germane Comments. No person will be permitted during the hearing to speak about matters or present evidence which is not germane to the matter being considered. A determination of relevance shall be made by the President/Chair, but may be appealed to the full Board.
 - a. The applicant or appellant is given an opportunity for rebuttal or closing argument.
 - b. The public input portion of the public hearing is closed.
- d. Questions and discussion from the Board.
 Board Members should not express their opinions on an item prior to the close of the public hearing, as the Board Members should not form or express an opinion until after all testimony has been received. Questions and comments from the Board should not be argumentative, and the Board should not engage in debates with Staff, or those Members of the public testifying to an opinion, until after all testimony has been received.
 Any Board Member shall have the right to express dissent from, or protest to, any action of the Board and have the reason entered in the minutes. If the dissenting Board Member desires such dissent or protest to be entered into the minutes, this should be made clear by language such as "I would like the minutes to show that I am opposed to this action for the following reasons..."
- e. Board decision occurs.
 Once the Board completes its discussion of the matter, a Board Member may make a motion to take action on the item. A Board Member may also make a motion to table, amend, substitute, postpone, or continue the matter, pursuant to these procedures. If the Board is unsuccessful in carrying a motion on the matter before the adjournment of the Meeting, the motion shall be deemed to have failed.

The President/Chair will announce the final decision of the Board.

2. Time for Consideration

Matters noticed to be heard by the Board will commence at the time specified in the notice of hearing, or as soon thereafter as is reasonably possible and will continue until the matter has been completed, or until other disposition of the matter has been made.

3. Continuance of Hearing

Any hearing being held, noticed, or ordered to be held by the Board at any Board Meeting may, by order, notice, or continuance, be continued or re-continued to any subsequent hearing.

4. Communications and Petitions

Written communications and petitions concerning the subject matter of the hearing will be noted and summarized by the President/Chair. A reading in full shall take place where a majority of the Board votes to have that correspondence read into the record.

5. Ex-Parte Contacts

6. Should a Board Member, and one (1) or more Members of the public, make contact outside of the hearing process regarding a matter which is, or may be, before the Board for a quasi-judicial hearing, as soon as the Board is informed that the matter will come before it as a quasi-judicial hearing, that Board Member must disclose the substance of the contact and the names of the parties on the record at the beginning of the Board's quasi-judicial hearing. Visits by Board Members to sites or properties that are the subject of such pending hearings, shall also be disclosed at the beginning of the Board's quasi-judicial hearing. Resolutions

A resolution is generally adopted by the Board to deal with temporary or special matters, such as when the Board makes only a factual determination or certification that certain necessary conditions or requirements set by statute have been met. Resolutions can also express opinions of the legislative body or set temporary standards (i.e. amount of processing fees that may be changed again by future resolutions). Resolutions are recorded and kept on file with the General Manager or the Account Clerk.

7. Voting & Publishing Requirements for Resolutions and Ordinances

a. Voting.

All resolutions require a recorded majority vote of the total Membership of the Board.⁴² Resolutions shall be signed by the President and attested by the General Manager.

b. Publishing.

The rates of taxes to be levied, or the amount of revenue required to be raised by taxation, may be fixed either by ordinance or resolution. Where the tax rate or the amount of revenue required to be raised by taxation is fixed by resolution, such resolution shall be published in the same manner and within the same time as ordinances are required to be published. Within fifteen (15) days after the ordinance passes, the Account Clerk shall cause each ordinance to be published at least once, with the names of those Board Members voting for and against the ordinance, in a newspaper of general circulation circulated in the District. Ordinances shall not be published in a newspaper if the charge exceeds the customary rate charged by the newspaper for publication of private legal notices, but these ordinances shall be posted in the manner and at the time required by California law.



San Miguel Community Services District

Board of Directors Staff Report

July 28th, 2022

AGENDA ITEM: XI-6

SUBJECT: Review and approve RESOLUTION 2022-41 authorizing the Director of Utilities to enter into contracts to install a temporary modular office at the Machado WWTF and to relocate the CSD Administrative and Utility Office Staff to the Machado WWTF with corresponding budget adjustments.

RECOMMENDATION: Approve RESOLUTION 2022-41 authorizing the Director of Utilities to enter into contracts to install a temporary modular office at the Machado WWTF and to relocate the CSD Administrative and Utility Staff to the Machado WWTF with corresponding budget adjustments.

At the April Board meeting, direction was given to Staff to gather more cost information on the potential installation of a temporary office trailer and relocation of Staff to the Machado Wastewater Treatment Facility.

Below is an outline of the estimated costs to install a double wide modular office trailer. Costs identified below assume that the furniture currently in use would be reused in the temporary office. If additional furniture is needed it is assumed that the cost would be minimal.

Initial Setup (Estimated total to install modular office - \$28,645)

- Delivery and installation - \$9,695 (by API)
- If necessary to add a bathroom to a unit - \$3,750
- Installation of Communication cables within existing conduits - \$700 (by District Staff)
- Connection of Water and Sewer lines to the new modular - \$2,000 (by District Staff)
- Relocation of power to new units - \$1,500 (by electrician and District Staff)
- Removal of existing trailer - \$2,000 (by Contractor)
- Installation of temporary fencing at the WWTF - \$5,000
- Miscellaneous (reinstallation of alarm, unanticipated minor costs, etc.) - \$4,000
- Permits - \$500 (but assumed to be waived by the county)

Monthly Cost (Estimated monthly cost assuming a two-year time period \$50,400)

- Rental - \$2,100 per month / \$25,200 per year

Removal (Estimated total to remove modular office - \$12,435)

- Removal - \$9,695 (by API)
- Removal of Communication cables within existing conduits - \$ 240 (by District Staff)
- Removal of Water and Sewer lines to the new modular - \$1,000 (by District Staff)
- Removal of power to new units - \$1,500 (by electrician)

Total estimated cost the District over two years for installation, rental, and removal of a modular office trailer. \$91,480

If approved by the Board, receipt and installation of the office would take 45 to 60 days. This would coincide with the completion of other projects to increase flexibility with our computer systems which are already in progress. The completion of the computer system upgrades at the same time or before the installation of the office will save the District approximately \$4,000 in additional cost to relocate and reconfigure District Servers.

Based on the current estimated timeline for the WWTF construction, this temporary office trailer would be needed for approximately two years. However, depending on the future construction schedule of the permanent office that timeframe may be revised.

In order to proceed with the work on the Fire Station, the current Administrative and Utility Office Staff need to be relocated. To date no other suitable office space has been located within the District; installation of a temporary office at the WWTF is the most viable option.

It is recommended that the Board approve the installation of a temporary office at the WWTF and the relocation of office staff. Costs for this temporary office would be shared by all departments based on the personnel utilizing the office.

Approval of Resolution 2022-41 will result in the approval of a budget increase to project 22008 in an amount of \$1,645 for the installation of the office (total budget will be \$28,645), and \$52,200 (total increase to Lease Agreements (object 949) for FY 22-23. Lease agreement increase will be split based on personnel using the office as follows 20-\$1,921.50, 30-\$433.13, 40-\$11,245.50, 50-\$11,221.88, 60-\$378.

Information provided at the April 28th 2022 Board Meeting

In 2001, the current Fire Station's construction was completed shortly after the District offices were set up in the office space of the Fire Station. This was meant to be a temporary solution to the office space needs of the newly formed District, but has remained.

However, since then, the District's office occupancy and needs have grown significantly with very little increase in space. The need for more office space will be even more dire in the coming year with the impending replacement of the General Manager with a full-time employee, as well as the impending remodel of the Fire Station.

Several years ago, when the planning phase of the WWTF upgrade was started, it was tentatively agreed that the WWTF could become the new main offices for the District. An office/operations building is necessary at the site; whether the Main Offices were located there or not.

With the increase in staff and workload, the current office space has become unproductive, and the orientation has, in many ways, hobbled the ability of Staff to complete work efficiently. Not to mention has impeded the ability of the Fire Department to remodel the Fire Station into a functional space for emergency services.

In 2019 an office trailer was acquired and set up at the WWTF to be used by the Director of Utilities and operators. This provided some relief in the back office at the Fire Station but did little to relieve the overcrowded front office.

A survey was performed of the available office space in San Miguel which identified no existing spaces or buildings that the District could move to without extensive improvement of those spaces.

Improving an existing vacant building into office space would require, in most cases, extensive modernization of the building including complying with current ADA accessibility laws. Additionally, the funds necessary to complete a temporary functional space would reduce what is available for a long-term office solution. Potentially as much as \$200,000, the value of which would be lost once the District vacated the renovate space.

Looking long term, offices could be co-located at the WWTF as part of the current work in progress or as a new building at another location in town. Offices at the WWTF are a closer option as this project is already in progress and would likely be completed before 2025. Additionally, the cost to include the necessary office space at the WWTF would be minimal compared to building a separate building from the ground up. The estimated cost estimate to include the additional space at the WWTF is \$200,000 to \$300,000, the value of which is retained by the District in the event that the District moves offices in the future.

If the District were to decide to build on another property, assuming planning started right away, a building could be finished by the end of 2025 or possibly early 2026. This would be highly dependent on the ability to get through the planning process and availability of funds for property acquisition and construction. The benefit to building at a location separate from the WWTF is that the building could be located along Mission Street. The estimated cost estimate to build a separate building and purchase land is \$500,000 to \$750,000, the value of which is retained by the District as long as the District retained the building.

With either of the long-term options they do not provide the immediate relief that is necessary in order to provide a productive environment for office staff.

In order to provide time to either complete the WWTF offices or build another office a temporary option is to lease and install a larger office trailer at the WWTF to house office staff until a permanent office is built. This option can be implemented within four to six months and could remain as long as necessary until a permanent solution is in place. The cost for this option would be approximately \$20,000 to \$30,000 per year.

Installing a temporary office trailer at the WWTF provides the most economic sense for the District as an office can be setup without significant alteration to the existing site. Models are available which would be large enough to accommodate enough office space for the staffing that is projected for the next 2 years. The disadvantage to this option is that it would not allow for meeting space.

FISCAL IMPACT:

Approval of Resolution 2022-41 will result in a budget increase to project 22008 in an amount of \$1,645 for the installation of the office (total budget will be \$28,645), and \$52,200 (total) increase to Lease Agreements (object 949) for FY 22-23. Lease agreement increase will be split based on personnel using the office as follows 20-\$1,921.50, 30-\$433.13, 40-\$11,245.50, 50-\$11,221.88, 60-\$378

PREPARED BY:

Kelly Dodds

Kelly Dodds, Director of Utilities

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE DIRECTOR OF
UTILITIES TO ENTER INTO CONTRACTS TO INSTALL A TEMPORARY MODULAR
OFFICE AT THE MACHADO WWTF AND TO RELOCATE ADMINISTRATIVE AND
UTILITY OFFICE STAFF WITH CORRESPONDING BUDGET ADJUSTMENTS.**

WHEREAS, The San Miguel Community Services District Administrative and Utility Office Staff occupy the front offices of the San Miguel Fire Station which is being renovated; and

WHEREAS, In order to accommodate construction activities at the Fire Station it is necessary to relocate the Office Staff to a temporary office at the Machado WWTF; and

WHEREAS, the District Board of Directors authorizes the Director of Utilities to contract for the installation of a Temporary Modular Office for this purpose and to relocate the Administrative and Utility Office Staff; and

WHEREAS, the District Board of Directors authorizes a budget increase to Project 22008 (Temporary Office) in the amount of \$1,645 to a total of \$28,645; and

WHEREAS, the District Board of Directors authorizes a FY 2022-23 Budget Increase to Lease Agreements (Object 949) in the amount of \$25,200, allocated as follows 20-\$1,921.50, 30-\$433.13, 40-\$11,245.50, 50-\$11,221.88, 60-\$378; and

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

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby passed and adopted this 28th day of July 2022.

Raynette Gregory, Board President

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel



146

San Miguel Community Services District Board of Directors Staff Report

May 26, 2022

AGENDA ITEM: XI-7

SUBJECT: Fire Department Code Enforcement Violation.

RECOMMENDATION: Approve correctional measures to resolve the Code Enforcement Notice of Violation by RESOLUTION 2022-31 for the existing conditions that exist at the San Miguel Fire Station.

Background:

On February 23, 2022, the San Miguel Fire Department received a Notice of Violation, CODE2022-00043 dated February 16, 2022, from the County of San Luis Obispo Department of Building & Planning citing the San Miguel Fire Department for a violation of SLOCC22.01.080 unlawful construction / alteration to a building and or structure.

Initial contact with County Code Enforcement was made on February 24, 2022, to discuss the Notice of Violation, an onsite meeting at 1150 Mission Street San Miguel, CA. 93451 was scheduled for 9:00 AM on March 3, 2022, with County Code Enforcement, and an in-person meeting with County Building Department Staff to review the documentation and current building conditions.

Initial conversations and email correspondences resulted in two options required for correctional measures.

- Option one: Procure a demolition permit and return the structure to its originally permitted state.
- Option two: Procure a building permit for the unpermitted components of the structure.

Original construction plans preliminary "As Built" plans and a preliminary demolition plan were produced and provided on March 15, 2022, to the County Agencies for use of conversations and determination of scope necessary to correct the Notice of Violation.

Upon review, it was determined that all post construction items beyond the original fire station construction completed in September 2000 was performed without benefit of permit or inspections. No building permits for construction or alteration to the structure other than the solar project permit were on file with the County Building Department. A Commercial Addition / Alteration permit was applied for on March 29, 2003, however, no records exist relating to this application and the permit process was not completed as of June 6, 2003. The permit application was eventually closed by an Administrative Closure on June 16, 2018.

Additional construction / alterations took place between 2016 & 2018 without the benefit of permits and inspections to the existing undocumented spaces as noted on the preliminary As Built plans.

Overview:

The San Miguel Fire Station was built in 2000 using grant fund to construct an Essential Services Structure for the Fire Department's soul use.

On January 24, 2000, the San Miguel Community Services District (CSD) was formed combining Water, Wastewater, Lighting, and Fire services.

Upon completion of the Fire Station CSD staff occupied space planned for Fire Department Staff.

CSD Board of Directors elected to expand the Fire Station in 2003 without the benefit of permits and inspection to accommodate CSD administrative, utility and billing staff with little or no consideration to the Fire Department's needs. Additional construction was performed between 2016 & 2018 as an effort to remedy the overcrowding of a structure that was not designed for the use beyond the Fire Departments use.

Follow Up:

At the May 26, 2022, Regular Board Meeting the Board unanimously voted and approved by Resolution 2022-31 the authorization to proceed with Option 1 (see below) and a budget adjustment of \$46,500.00 from funds 30, 40, 50, & 60 to fund 20 object code 352 required for the corrective action necessary to remove the code violation from the property.

Option 1:

- Procure a demolition permit and return the structure to its planned approved condition.
 - i) Submit original building plans and demolition and procure a demolition permit.
 - ii) Remove all walls, floors, electrical, mechanical, plumbing, stairs, fire sprinklers, windows, doors, and other building components not part of the original permitted construction.
 - iii) Repair firewall surfaces, electrical terminations, plumbing terminations, fire sprinkler terminations, infill windows, relocate server rack systems, remove HVAC system, and finish surfaces to match the existing as closely as possible.

The relocation of contents has begun, a 20-foot lockable storage container was purchased and placed in the parking area for Fire Department storage, onsite meetings were conducted relating to the relocation of SCADA & other server items currently located on the second floor, plans have been reproduced, and contractors have been contacted regarding tentative scheduling.

PREPARED BY: Scott Young

APPROVED BY: Rob Roberson



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

July 28, 2022

AGENDA ITEM: XI-8

SUBJECT: Fire Department Temporary Housing Unit.

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

Background:

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

During the April 21, 2022, Special Board Meeting the Board approved by resolution entering into a financial agreement with Holman Capital Corporation (HCC) and the purchase and installation of the Temporary Housing Unit / Sheriff's Beat Station.

An Escrow account was opened with the Community Bank of Santa Maria on April 26, 2022.

A Purchase agreement with Mobile Home Sales of California (MHSC) was entered into on May 5, 2022.

A 50% deposit was processed on May 9, 2022, for the purchase of the modular unit.

The District draftsman is working with the District engineer to produce the permit documentation for County submittal.

Follow-up:

- NRB was contracted with to complete the documentation and application for the project.
- Plans and construction application were submitted to the County of San Luis Obispo Building and Planning Department on July 21, 2022.

PREPARED BY: Scott Young

APPROVED BY: Rob Roberson



San Miguel Community Services District

Board of Directors Staff Report

July 28th 2022

AGENDA ITEM: XI-9

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 2022 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 147,415 gallons per day (74% of hydraulic design capacity) with a max day of 172,884 gallons (86% of hydraulic design capacity)

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

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

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

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

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

AERATOR PROJECT

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

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

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

FUNDS EXPENDED

Total Costs incurred to date

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

GRANT FUNDING

Awarded

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

Applied for/ to

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

NEXT STEPS:*WWTF*

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

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

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

AERATOR PROJECT

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

COUNT DOWN CLOCK

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

Time remaining— -16 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