



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President
Anthony Kalvans, Director

Gib Buckman, Director

Joseph Parent, Vice President
Ashley Sangster, Director

THURSDAY, August 23, 2018

6:30 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 48 hours in advance will enable the CSD to make reasonable arrangements to ensure accessibility to this meeting. Assisted listening devices are available for the hearing impaired.

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

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

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

- I. Call to Order: 6:30 PM**
- II. Pledge of Allegiance:**
- III. Roll Call: Green___ Parent___ Buckman___ Kalvans___ Sangster___**
- IV. Approval of Special Meeting Agenda:**

M_____ S_____ V_____

- V. ADJOURN TO CLOSED SESSION: Time:_____**

A. CLOSED SESSION AGENDA:

- 1. CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation** Pursuant to Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*
- 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
(Pursuant to Government Code §54957)
Title: Assistant Fire Chief
- 3. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:(1 case)WO

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

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

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

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

VIII. Special Presentations/Public Hearings/Other: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|----|---|-----------|
| 1. | San Luis Obispo County Sheriff (Commander K.Scott) | No Report |
| 2. | San Luis Obispo County Board of Supervisors | No Report |
| 3. | San Luis Obispo County Planning and/or Public Works | No Report |
| 4. | San Miguel Area Advisory Council | No Report |
| 5. | Camp Roberts—Army National Guard (LTC Kevin Bender) | No Report |

District Staff & Committee Reports:

- | | | | |
|----|--------------------------|----------------|--------|
| 6. | Interim General Manager | (Mr. Roberson) | Verbal |
| 7. | District General Counsel | (Mr. White) | Verbal |

8.	District Engineer	(Dr. Reely)	Report Attached
9.	Director of Utilities	(Mr. Dodds)	Report Attached
10.	Fire Chief	(Chief Roberson)	Report Attached

X. CONSENT CALENDAR:

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

1. Review and Approve Board Meeting Minutes
 - a) 6-28-2018 Regular Board Meeting
 - b) 7-26-2018 Regular Board Meeting

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

M _____ S _____ V _____

XI. BOARD ACTION ITEMS:

1. **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)

2. **Review and approve Resolution 2018-26 authorizing the purchase of a Trailer Mounted Sewer Jetter from Jetter Northwest in amount Not to Exceed \$44,825.40 to be funded from the Wastewater Capital Reserve fund.**

Recommendation: Approval of Resolution 2018-26 authorizing the purchase of a Trailer Mounted Sewer Jetter in an amount not to exceed \$44,825.40 to be funded from the Wastewater Capital Reserve fund.

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

M _____ S _____ V _____

3. **Review, Discuss, Receive and File the Enumeration of Financial Report for July 2018**
 - a) Claims Detail Report 7-2018
 - b) Statement of Revenue Budget vs Actuals 7-2018
 - c) Statement of Expenditures Budget vs Actual 7-2018
 - d) Cash Report for Payrolls 7-2018

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

M_____ S_____ V_____

- 4. **Discuss and consider Ordinance 01-2018, an ordinance of the San Miguel Community Services District (“District”) allowing residents to conserve water by either implementing water-efficient landscaping or eliminating the water of existing landscaping.**

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

M_____ S_____ V_____

- 5. **Approve Resolution No. 2018-27 authorizing the Fire Chief to accept a 50% matching grant in the amount of \$20,000 from the Volunteer Firefighter Assistance Grant and authorize a match to the grant in an amount of \$20,000.**

Recommendation: Approval of Resolution 2018-27 authorizing the Fire Chief to accept a 50% matching grant from VFA.

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

M_____ S_____ V_____

XII. BOARD COMMENT:

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

XIII. ADJOURNMENT TO NEXT REGULAR MEETING OF 9-27-2018

ATTEST:

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

I, Tamara Parent, Board Clerk/Accounts Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCS D office on August 17, 2018

Date: August 17, 2018

 Tamara Parent, Board Clerk/ Accounts Manager

 Rob Roberson, Fire Chief/Interim General Manager

 President Green, SMCS D



MONSOON CONSULTANTS

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

SAN MIGUEL COMMUNITY SERVICES DISTRICT

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

BOARD OF DIRECTORS

John Green, President
Joseph Parent, Vice President
Gib Buckman
Anthony Kalvans
Ashley Sangster

Re: DISTRICT ENGINEER REPORT - AUGUST 2018

Gentlemen:

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

OVERVIEW

The District produced approximately 10.9 MGAL (14,587 CCF) of water during the month of July 2018. This represents a decrease of approximately 11% from the prior month. No major failures or unexpected major expenditures were encountered within the water, wastewater or street lighting systems during the month.

MEETING PARTICIPATION

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

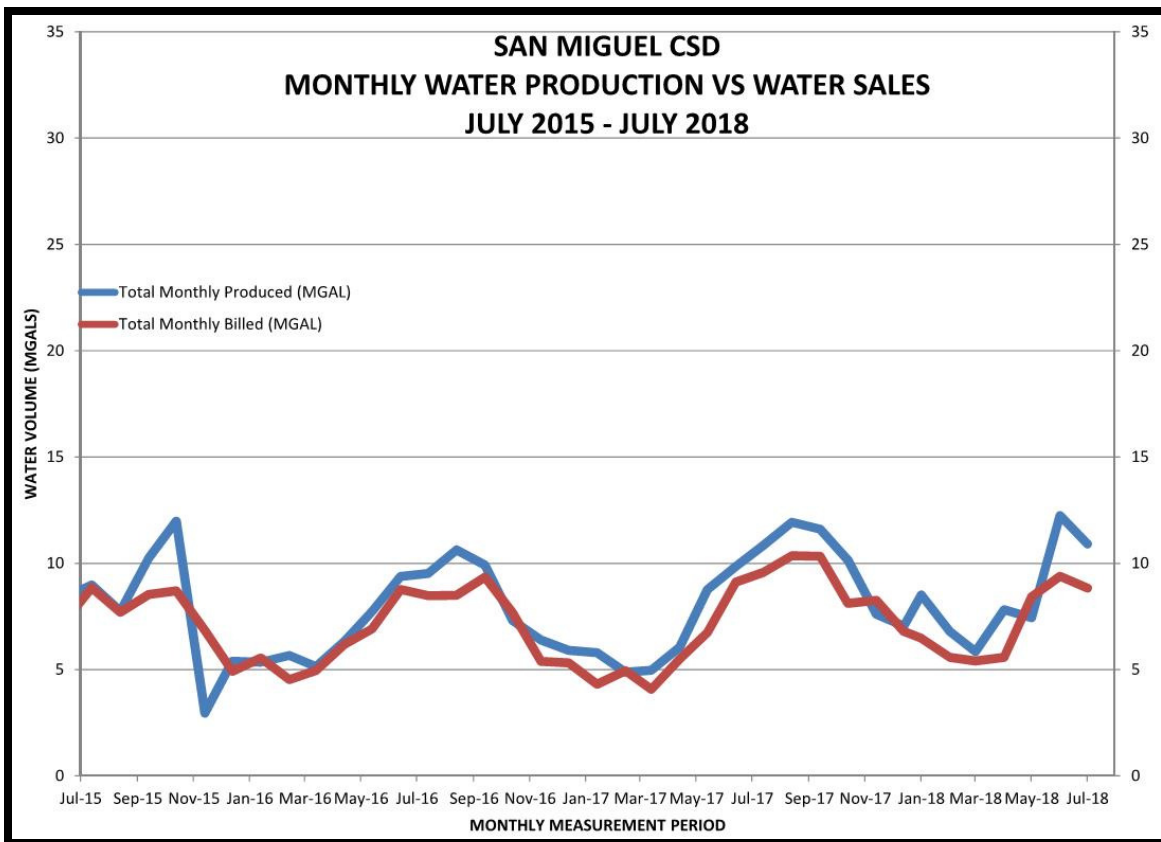
1. July 25, 2018: The DE participated in a regular meeting of the Paso Robles Groundwater Basin GSA cooperative committee in which the GSP consultant team presented a summary of the initial DRAFT Chapters 1-3 of the GSP and the DRAFT Communications & Outreach Plan.
2. July 26, 2018: The DE participated in a bi-weekly meeting between all Paso Robles Groundwater Basin GSP coordination committee staff members and the GSP Consultant team to discuss GSP status, groundwater model update status, and the preliminary water budget for the Paso Robles groundwater basin.

CIVIL ENGINEERING / HYDROLOGY

3. August 8, 2018: The DE attended a meeting between all Paso Robles Groundwater Basin GSP coordination committee staff members and the GSP Consultant team to receive an update on the GSP development and the revised preliminary groundwater basin water balance results.
4. August 16, 2018: The DE attended a on-line meeting between all Paso Robles Groundwater Basin GSP coordination committee staff members and the GSP Consultant team to receive an update on the DRAFT Chapter 4 of the GSP..

WATER PRODUCTION HISTORY

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



CAPITAL IMPROVEMENT PROGRAM

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

1. San Lawrence Terrace Arsenic Blending Pipeline & Tank Improvements: The contractor (Whitaker Construction Group, Inc.) has completed all work on the project. The County is still working to complete the project close-out paperwork..
2. WWTP Aeration System Upgrade: Under the terms of an agreement between the District and the County, their consultant has completed a study to evaluate design alternatives for improvements to the WWTP aeration system. As part of the project, four (4) different aeration systems were evaluated with

considerations given to treatment & energy efficiency, installation & operational costs, and compatibility with the existing WWTP. In addition, the consultant evaluated various headworks alternatives for the facility. The engineering phase of this project has been completed at no cost to the District. The County's consultants have 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 SLO County Energy Watch and PG&E staff is working on preliminary paperwork for "On Bill" Financing for this project. Once the design criteria are determined for the WWTF expansion 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. If the District elects to move forward with the recommendations, the cost of the improvements will be paid for through future energy cost savings.

3. Wastewater Treatment Plant Renovation / Upgrade & Recharge Basin Engineering Study: We have been notified that the District is the recipient of \$177,750 Prop 1 IRWM DAC Involvement Grant Funds which will be used to fund a Wastewater Treatment Plant Upgrade and Recharge Basin Study. The DE has initiated work on this project. Because of the DAC status, no matching funds are required. The following milestones are anticipated for completion during the 3rd Quarter of 2018:

- Complete Data Collection / Document Review
- Identify and Assess WWTP upgrade / expansion alternatives
- Prepare Preliminary Draft of WWTP Upgrade / Expansion Engineering Report
- Initiate hydro-geologic analysis of potential recharge basin locations

Regarding funding, we have submitted a grant application to the DWR for funding in the amount of \$250,000 for Planning & Design for the Wastewater Treatment Plant renovation. We have been assigned a project manager at the DWR and the DWR has reviewed our submittal and found it to be complete with the exception of the 2016 – 2017 audited financials. These will be submitted as soon as they are available. We are currently in the process of investigating other grant funding opportunities for the permitting and construction phases of the plant expansion.

4. SLT 6-inch A.C. Waterline Replacement: A major break a 6-in asbestos cement pipeline occurred on January 7, 2018. The DE has prepared Engineering Plans & Specifications to allow the District to solicit bids from qualified contractors to replace the existing waterline between Oak Drive and the SLT Water Tank. The DE and Director of Utilities have attended two meetings with the property owners to discuss the acquisition of a utility easement. The property owners have asked their engineers to evaluate a phased approach for the development to determine how, when and if they want to proceed with development. The DE sent correspondence in on July 9th requesting a status update on their phased development proposal. The property owners responded on August 8, 2018 indicating that they are moving forward with a proposal for a phased development plan.

DEVELOPMENT

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

- a) People's Self Help (Tract 2527, formerly Mission Garden Estates): The contractor continues the installation of the underground utilities. The the sanitary sewer collection system and the water distribution system have been installed. The sewage lift station is operational. Dry utilities installation, final grading, paving and drainage operations are nearing completion. Home construction has begun with several new homes currently underway.
- b) People's Self Help (Tract 2710). This is a 24 Lot residential subdivision. Construction of water and sewer lines have been completed, tested and passed inspection. Homes are now under construction and the District is providing lateral inspections as needed. To date, all of the planned homes have been framed and construction continues to progress.
- c) Tract 2779 (Nino - 34 lots) –Site work on for this development was initiated in October 2017 and the contractor is nearly complete with the installation of water and sanitary sewer infrastructure. Site grading / dry utility installation is underway.
- d) Tract 2647 Hastings The Bluffs - The developer has started construction on the initial two (2) residences.

GROUNDWATER SUSTAINABILITY AGENCY

The HydroMetrics GSP Consultant Team continues to work on the development of the Paso Robles Groundwater Basin GSP. The DE has participated in periodic meetings of the GSA cooperative committee staff and the consultant team and has contributed information / data as requested by the consultant team for incorporation into the GSP. Draft copies of the first three (3) chapters of the GSP will be distributed to the District Board members in advance of their August 23rd meeting.

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

Respectfully Submitted,
MONSOON CONSULTANTS

Blaine T. Reely

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

August 16, 2018
Date

SAN MIGUEL COMMUNITY SERVICES DISTRICT UTILITY REPORT

7-21-18 Thru 8-17-2018

AGENDA ITEM# IX.9

Well Status:

- Well 4 is fully operational
- Well 3 is fully operational
- SLT well is in service

State Water Resources Control Board (SWRCB):

-

Water System status:

Water leaks this month:0 This year: 10

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: 0

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

WWTP status:

- An issue was raised on 1/8/18 that the WWTP lights need to be adjusted as they are visible from Homes on Mission street. We will be adjusting them to minimize the impact on the homes on Mission street and still maintain necessary light at the plant once a lift is available to reach them.

Lighting status:

- A list of 9 locations was provided to PGE for feasibility and cost estimate, PGE is processing the request. (8/2/18)

Project status:

- Continuing raising valves and manholes around town.
- SLT Blending line is Complete Staff is working on finalizing the required paperwork to submit for reimbursement from the County and HUD

Billing Audit:

- Nine service addresses identified to investigate
- Nine services investigated
- 4 changes to water service billing
- 6 changes to sewer service billing

WWTP Aerator Upgrade

- On 6/28/18 Blaine and I met SLOCO Energy Watch, WSC, PG&E and Representatives for an update on the status of the analysis, viable options, and future steps. Will be a continuous report in the regular agenda going forward

SCADA:

- Nothing to Report

“N” St Property Acquisition:

- Requested an update from SLO Co Real Property Management on the status of the transfer. - They are currently polling other county departments to insure there isn't a need within the county for this property.

Solid Waste:

- Nothing to report

SLO County in San Miguel:

- Nothing to report

Speed and Sight issues on North River Road:

- Contacted the county regarding speed and sight issues in North River road West of the Bridge
- They County Responded that they will be looking into additional signage and mitigation for the sight issues.

Tree overgrowth in alleyways and intersections:

- Contacted the county regarding overgrowth of trees into the alleyways and intersections.
- The county will be sending the tree crews up as soon as they are available.

SLO County 5-Year roadway overlay plan:

- The County sent out the 5-year overlay plan for county roads. There are no roads within the District listed however we will be attempting to work with the County to plan for the repair and replacement of the alleyways as they are in severe disrepair.
- If the County decides that they will repave the alleys the District will need to replace the water mains that have been identified in the capital plan prior to that so the at the District doesn't incur the paving costs.

Caltrans in San Miguel:

- Caltrans is underway on improvements to the HWY 101 corridor, for what will be a 2-year project. We have received notice of road closures; notices are available in the office. South Mission street onramp is closed and will remain closed for the next few months until the new bridge is built. (1-2018)

Rain in San Miguel:

1-8/9-18	2”
2/28-3/4	1.5”
3/21	3.5”

PREPARED BY: Kelly Dodds

Kelly Dodds

Director of Utilities

Date: August 17th, 2018

San Miguel Community Services District Board of Directors Meeting



Staff Report

August 23rd, 2018

AGENDA ITEM: IX 10

SUBJECT: Fire Chief Report for July 2018

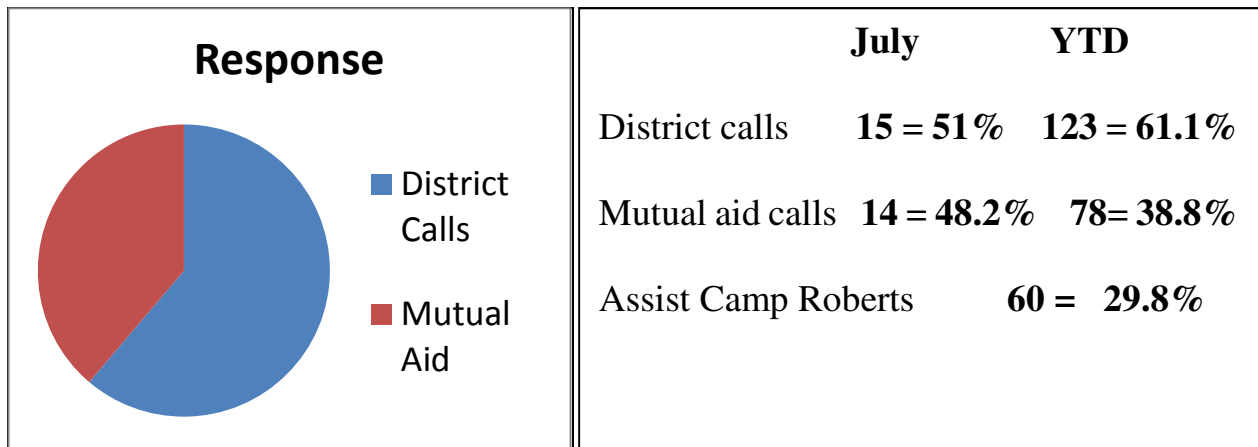
STAFF RECOMMENDATION: Receive and File Monthly Reports for the Fire Department

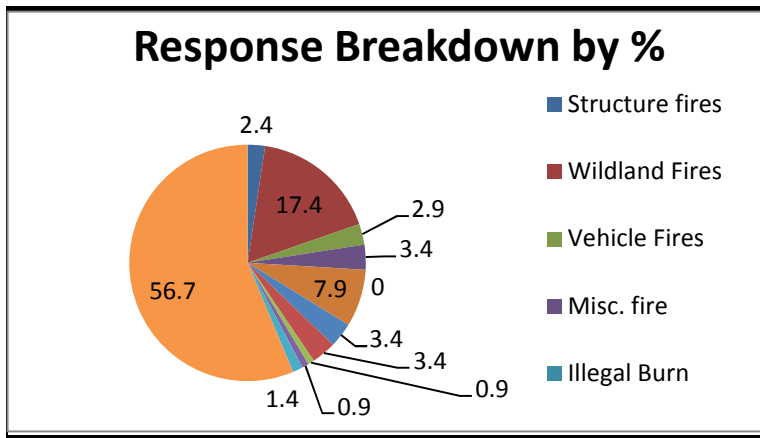
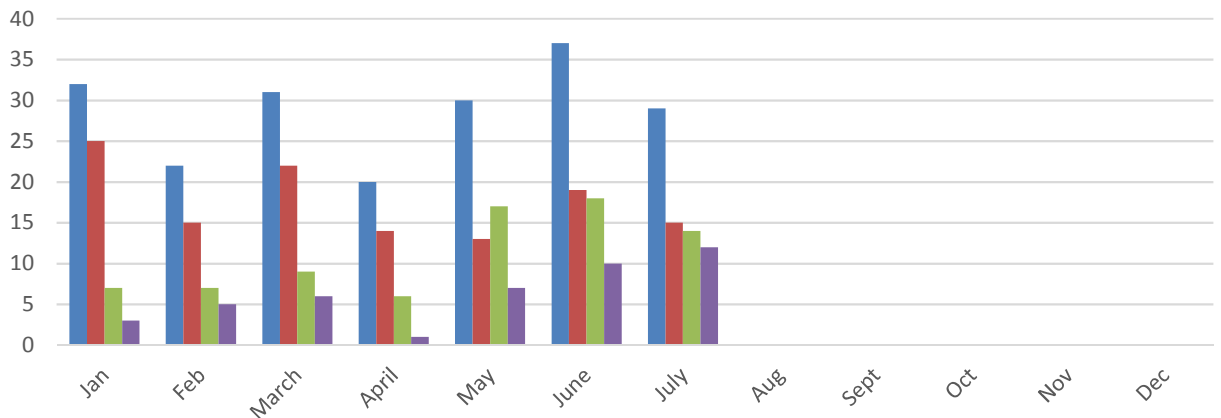
INCIDENT RESPONSE:

- Total Incidents for June 2018 **29**
- Average Calls for per 7 Month in 2018 **28.7**
- Total calls for the year to date **201**

Emergency Response Man Hours in July = 93	total	701
Stand-By Man Hours for July = 49		<u>246</u>
	Total hr.	947

Emergency Response Man Hours = 3.2 hr. Per call for July	3.4 hr. Per call for the year
Stand-By Average per Call = 1.6 hr. Per call for, July	1.2 hr. Per call for the year





For 201 calls for 7 Months in 2018

District Calls	61.1%	
Mutual Aid	38.8 %	
XX		
Structure fires	5	2.4%
Wildland Fires	34	17.4%
Vehicle Fires	6	2.9%
Misc. fire	7	3.4%
Illegal Burn	0	0%
Vehicle Accidents	16	7.9%
False Alarms	7	3.4%
Haz Condition	7	3.4%
Haz Mat	2	0.9%
Stand by	2	0.9%
PSA	3	1.4%
Medical Aids	114	56.7%

Personnel:

- We currently have 18 active members.
- 1 Chief
- 1 Asst. Chief
- 1 Fire Prevention
- 2 Fire Captains
- 2 Engineer
- 11 Firefighters

**Finances:
(See Report)**

Equipment:

- All Equipment has new Logo's in place.
- New front Tires placed on 8668 due to fire damage

- New tires placed on 8630 Due to damage.
- AC serviced on 8687

Activities:

July

<u>Date</u>	<u>Subject matter</u>
3	4th of July Coverage
10	Medical Heat Related Injuries, Patient Assessment
17	ICS Operations / Fire Response
24	Association Meeting

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

August

<u>Date</u>	<u>Subject matter</u>
7	Engine Company Operations, Structure Fire Scene set up
14	Ladder Operations
21	RIC Team Ops
28	Association Meeting

Information:

Prepared By:

Rob Roberson

Rob Roberson, Fire Chief

FIRE EQUIPMENT

2018 MILEAGE / FUEL REPORT

IX-10

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	463	29	18	0	134	28.5	164	43.9	393	38.6	65	38.6	1237	178.6	6.9
E-8687	33	0	2	0	0	7	46	11.9	72	26.7	324	42.2	477	87.8	5.4
E-8668	239	50	31	0	513	33.4	175	13.7	218	37.6	243	61	1419	195.7	7.3
6 Month Total												3133	462.1	6.8	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	492	18	468	42	605	31	1336	90	1749	137.8	763	68.5	5413	387.3	14.0
C-8601	329	12	805	52	776	57	893	86	991	73.8	0	0	3794	280.8	13.5
C-8600	530	36	499	34	301	15	745	46	582.2	53.3	552	54.6	3209	238.9	13.4
6 Month Total												12416	668.1	18.6	

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	24	0											1261	178.6	7.0
E-8687	361	77											838	164.8	5.3
E-8668	73	9											1492	204.7	7.3
6 Month Total												3591	548.1	6.6	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	1177	62.7											6590	450	14.3
C-8601	189	0											3983	280.8	13.8
C-8600	470	27											3679	265.9	13.8
6 Month Total												10573	730.8	14.5	

||

YTD 2016 Total	mi.	gal.	Avg. MPG
Diesel	6724	1010	6.7
Gas	22989	1399	16.4

Call per time of day and day of the week 2018

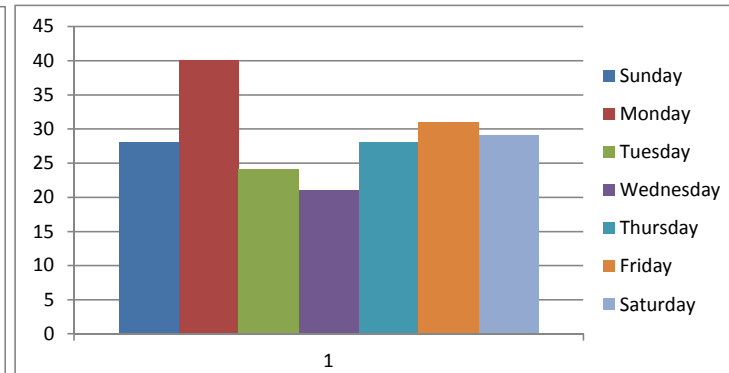
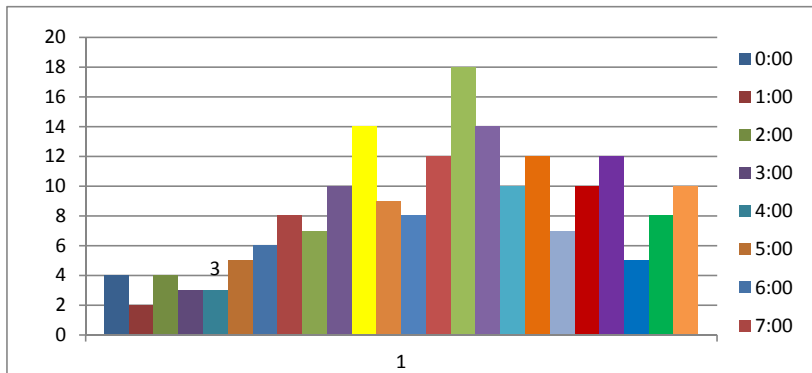
	After Hours					CSD Work Hours										Off Hours										
	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total	
Sunday	1	2	1	1			1	1		2	1	1			3	3		2	2	2	1		1	3	28	8%
Monday	1		2	1		1	1	3	1	2	5	1	1		4	2	4	2	2	1	2	1	1	2	40	21%
Tuesday					1	1	1	1				1	2	3	1	1	2	2		1	3	1	1	1	24	11%
Wednesday						1	1	1	1	2	1	2	1	1	3	1	2		1	1	1	1			21	8%
Thursday			1		1			1	3	4	2	1	1	2	2	1		3		2		1		3	28	16%
Friday					1	1	1				3	1	2	1	3	4	2	1	2	2	2	1	3	1	31	15%
Saturday	2			1		1	1	1			2	2	1	5	2	2		2		1	3		2		29	15%
Hour Total	4	2	4	3	3	5	6	8	7	10	14	9	8	12	18	14	10	12	7	10	12	5	8	10	201	
	2%	0%	3%	1%	2%	1%	4%	4%	3%	6%	7%	3%	3%	6%	8%	4%	3%	6%	3%	5%	4%	2%	5%	6%		

Total calls during CSD Work Hours	73	35%
Total calls during Off time and weekends	128	64%


8am to 8pm 143

After Hours calls 22:00 to 06:00	39	21%
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Total Weekend Calls	57	28%
Total Calls Monday thru Friday	144	72%



IX-10

	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	1	1	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	4
Veg. Fires	0	0	3	1	1	0	1	2	1	7	1	12	1	4	0	0	0	0	0	0	0	0	0	0	0	8	26
Vehicle Fires	0	0	0	1	0	0	1	0	0	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3	3
Misc. Fires	1	0	1	0	0	0	1	0	1	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	7	0
Illegal Burning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Accidents	0	1	0	1	1	2	0	0	2	4	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	6	10
False Alarms	2	0	0	0	3	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	1
Hazardous Condition	1	1	1	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	2
Hazardous Materials	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	0
Standby	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Pub.Svc.Asst.	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0
Medical Aids	21	4	8	3	14	5	8	4	9	4	14	3	8	9	0	0	0	0	0	0	0	0	0	0	0	82	32
Call TOTALS	25	7	15	7	22	9	14	6	13	17	19	18	15	14	0	0	0	0	0	0	0	0	0	0	0	123	78
	32		22		31		20		30		37		29		0		0		0		0		0		201		
<i>CPR</i>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid SLO/Mon.	7	0	7	0	7	1	6	0	0	0	16	2	14	0	0	0	0	0	0	0	0	0	0	0	0	60	
Camp Bob Asst.	3		5		6		1		7		10		12		0		0		0		0		0		44		
Average Calls Per	<i>Month</i>		28.5	<i>Day</i>		0.9	<i>SLO Co. MA</i>				57		<i>Montrey Co. MA</i>				3		<i>CPR TOTAL</i>				0				

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 BOARD OF DIRECTORS
 JUNE 28, 2018 REGULAR MEETING MINUTES
 MEETING HELD AT DISTRICT OFFICES
 1150 MISSION STREET
 SAN MIGUEL, CA 93451

- I. Meeting Called to Order by President Green – 6:10 p.m.
- II. Pledge of Allegiance lead by President Green.
- III. **Roll Call:** Directors Present: Green, Parent, Buckman, Sangster, and Kalvans

District Staff in attendance: Rob Roberson, Tamara Parent, Kelly Dodds, and District General Counsel Schweikert, closed session District General Counsel Siekaly.

IV. **Adoption of Special Meeting Agenda:**

Motion by Director Parent to adopt Regular Meeting Agenda.

Seconded by Director Sangster Motion was approved by vote of 5 AYES and 0 NOES and 0 ABSENT

V. **ADJOURN TO CLOSED SESSION:**

Closed Session convened at 6:11 p.m.

A. **CLOSED SESSION AGENDA:**

1. **CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation**

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

2. **CONFERENCE WITH LABOR NEGOTIATORS** (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6)

District Representatives: District General Counsel, Director Kalvans, and Director Green.
 Unrepresented Bargaining Units: Non-Management Non-Confidential Unit and Non-Management Confidential Unit

3. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Pursuant to Government Code §54957)

Title: Bookkeeper

4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Pursuant to Government Code §54957)

Title: Fire Chief

5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Pursuant to Government Code §54957)

Title: Assistant Fire Chief

VI. Call to Order for Regular Board Meeting/Report out of Closed Session: 7:01 P.M.
Report out of Closed Session by District General Counsel Schweikert: Direction was given to staff.

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

VIII. Special Presentations/Public Hearings/Other:

1. CONTINUATION PUBLIC HEARING: ADOPTION OF WATER AND SEWER RATES: Public Hearing closed on 5-24-2018 @9:16 P.M.- Discussion being continued from May 24th, 2018 and May 31st, 2018; Board Meeting.

Pursuant to Article XIII (D) of the California Constitution that San Miguel Community Services District is holding a public hearing as part of the District's Board meeting to consider increasing its rates for water and wastewater services.

Board Comment: Director Buckman voiced that either way this goes with the rate increase he would like to relook at the District Ordinance reviewing Sewer line connections for people that are within the district and are not hooked up yet to the district sewer and are on septic. Discussion ensued about the conditions of the hook-up.

Director Kalvans brought rate proposal forward voicing that he would like to see the district lower the rates and spread it out longer but get to the same place. The public has made it clear that it is just too high of an increase.

Director Sangster voiced that he feels that if the District keeps running in a deficit it would be very detrimental to the District.

District General Counsel Schweikert explained that the your only allowed to charge only the amount that it takes to provide service and share that cost, to provide service to the users. The Lift Station for example, the cost is just for the Riverbed, and the fee is for only that project because you can only put the burden of what it cost to provide that service, and you can't burden the rest of the users.

Director Kalvans asked Director of Utilities about the philosophy, that any district who raises there rates the people will stop using water or cut back a lot. Director of Utilities, Kelly Dodds explained that the District even in a drought did not see much of a reduction in water use. We do understand that people will see an increase in the bill and will not use as much water.

Director Green asked when the meters are read every month, it was explained when we do billing and Director Green explained that he had a problem with the way the Resolution read beginning on July 1st, and voices that it needs to be adjusted.

Motion by Director Parent to end debate.

Seconded by Director Buckman. Motion was approved by Vote of 3 AYES and 2 NOES and 0 ABSENT.

Director Kalvans Motions to reopen Public Comment

Seconded by Director Green. Motion Failed by Vote of 2 AYES and 3 Noes

Motion by Director Parent to approve resolution 2018-19 with a start date of August 15, 2018 to increasing the SMCS D rates for water and wastewater services.

Seconded by Director Buckman. Motion was approved by Vote of 3 AYES and 2 NOES and 0 ABSENT.

District General Counsel Schweikert spoke and informed the Board of Director that he feels that the Vote is invalid due to no Public Comment.

Motion by Director Sangster to nullify vote proposed by Director Parent and reopen public Comment due to General Counsel recommendation.

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

Public Comment: Lisa King, San Miguel Resident explained that she has been into the District office a few times asking questions and feels that the rates are too high for San Miguel residence but des understands that the District must be solvent to get grants. She would like to see the Board relook at the rates next year and reassess next year. She spoke about the SLT blending line and if that gets fixed would it lower the rates. It was explained by Director of Utilities that, that well is the most expensive to run and it has been fixed, and the rates would not go down.

Allen Belden, San Miguel Resident spoke that he did not like the situation and that the District is trying to decide when the rates will go into effect, and that the District doesn't know what the rates will be.

Public Comment closed by Director Green.

Motion by Director Parent to approve resolution 2018-19 with a start date of August 15, 2018 to increasing the SMCS D rates for water and wastewater services.

Seconded by Director Sangster. Motion was approved by Vote of 3 AYES and 2 NOES and 0 ABSENT.

2. PUBLIC HEARING: Consider Adoption of Resolution No. 2018-15 Adopting the FY 2018-19 Operations and Maintenance Budget.

Recommendation: Review and Discuss Approving Resolution 2018-15 Adopting the 2018-19 FY Budget.

Item presented by Interim General Manager Rob Roberson explaining that the Board of Directors and District Staff had a special meeting on Saturday June 23rd at 9: A.M. to go over each line and had discussions. Mr. Roberson explained that direction was given to staff regarding changes to the Budget FY 2018-19 requested by BOD and was changed at meeting and printed to give time for review before this regular Board Meeting.

Board Comment: None

Public Comment: Owen Davis, San Miguel resident voiced his frustration with Director Parent.

Motion by Director Buckman to approve Resolution 2018-15 Adopting the 2018-19 FY Budget.

Seconded by Director Parent. Motion was approved by Vote of 3 AYES and 2 NOES and 0 ABSENT.

3. PUBLIC HEARING: Consider approving Resolution No 2018-20 confirming the 2018 Weed Abatement Cost Report and Authorizing Collection of the charges on the County Tax Rolls.

Recommendation: That the Board of Directors approve the Cost Report for the 2018 Weed Abatement Program (Exhibit "A" to **Resolution 2018-20**)

Item presented by Interim General Manager/Fire Chief Rob Roberson, explaining that this resolution is to collect the Districts Weed Abatement Cost and Authorize the collection through the SLO County Tax Collector.

Board Comment: None

Public Comment: Laverne Buckman, San Miguel Resident asked Staff if the District actually gets reimbursed. The process was explained, and Staff agreed to have an update on reimbursement for next year.

Owen Davis, San Miguel Resident asked that the District send the owners a bill first before the cost goes on the Tax Bill. Fire Chief Rob Roberson, explained that there are three notices that go out to the property informing the property owner. The process is regulated by the County. Discussion ensued.

Motion by Director Kalvans to approve Resolution No 2018-20 confirming the 2018 Weed Abatement Cost Report and Authorizing Collection of the charges on the County Tax Rolls.

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

IX. STAFF & COMMITTEE REPORTS:

1. San Luis Obispo County Sheriff No Report
2. San Luis Obispo County Board of Supervisors No Report
3. San Luis Obispo County Planning and/or Public Works No Report
4. San Miguel Area Advisory Council No Report
5. Camp Roberts—Army National Guard (LTC Kevin Bender) No Report
6. **Interim General Manager:** Verbal Report updating the Board on the financials and working with the CPA and Auditor. The CPA feels there is about thirty hours left to get everything reconciled. The Audit is in process and the Auditor will be in office in the next few weeks. OES payment for the “Thomas Fire” Has been received. Fireworks go on sale and the Department will be busy.
Board Comment: None
Public Comments: Nanette asked about the Pool cost for the summer.
7. **District General Counsel:** Presented by District General Counsel Schweikert from ChurchwellWhite, LLC. has nothing new to report.
Board Comments: None
Public Comments: None
8. **District Engineer:** Written report submitted as is. Blaine Reely asked for any questions regarding his report.
Board Comments: None
Public Comments: None
9. **Director of Utilities:** Written report submitted as is. Director of Utilities Kelly Dodds asked for any questions and informed the Board of Directors that a timeline for the Wastewater Treatment Plants upgrade will be coming forward to the Board.
Board Comment: None
Public Comments: None
10. **Fire Chief:** Fire Chief Rob Roberson, updates the Directors Fire Department calls, and in District Fire response. Camp Roberts and Fort Hunter Ligget will be starting a multitude of drills these next few months with live fire and the District Fire Department expects to be busy working along with Camp Roberts Fire Department.
Board Comments: None
Public Comment: None

X. CONSENT ITEMS:

1. Review and Approve Board Meeting Minutes
5-24-2018 Regular Board Meeting
5-31-2018 Special Board Meeting

Motion by Director Sangster to approve Board Meeting Minutes
Seconded by Director Kalvans. Motion was approved by Vote of 5 AYES and 0 NOES and 0 ABSENT.

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive and File the Enumeration of Financial Report for May 2018

Item presented by Interim General Manager Rob Roberson explaining that this item is in the action items for discussion. Asked for any questions.

Board Comments: Board would like the District Engineer contract to be emailed to them.

Public Comments: Laverne Buckman, San Miguel Resident voiced that she would like to see the Board of Directors asking more questions about the District Financials. Mrs. Buckman asked about the Budget and feels that the budget needs to be reviewed in October. Consensus of the board was to bring back in October 2018 for budget review. Nannette Roe, San Miguel Resident asked about the Gas credit card and if the changes have been made. Interim General Manager Rob Roberson explaining that they District has changed the Gas Credit Card to one that the Fire Department can use almost any gas station and there will be no fees.

Motion by Director Parent to Receive and File the Enumeration of Financial Report for May 2018

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

2. Review and adopt RESOLUTION 2018-22 the 2018 Sewer System Management Plan audit and update as prepared by Monsoon Consulting (Dodds)

Item presented by Director of Utilities Kelly Dodds and District Engineer Blaine Reely, explaining to the Board of Directors that the SSMP is due to be reviewed every five years, and the last one was done in 2014. This project was originally brought to the Board with a cost of \$25k and because Mr. Reely let the District do some of the work it only cost \$8,500. There is also a requirement that the Plant is audited every two years and the last one also being in 2014. The results of the audit show any overflows, this District has never had an overflow and that is due to the way the has been maintained and operators. The District does need to work on maintenance records, like when and which lines have been cleaned and when. Training requirements need to be implemented for the utility workers.

Board Comment: Director Parent asked if the Training is confined space?

Director Green asked about record keeping.

Director Buckman asked if the company we used for sewer line cleaning documents where they clean. Director of Utilities explained that we clean all the lines when we use them, so it was just marked as all lines.

Director Green asked about the Sewer line cleaning and what the schedule was for cleaning. Discussion ensued, and consensus of the Board is to get bids and bring back purchase of sewer "Jetter" for the Board to discuss.

Public Comment: None

Motion by Director Kalvans to adopt RESOLUTION 2018-22 approving the 2018 Sewer System Management Plan audit and update as prepared by Monsoon Consulting.

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

3. Review and Discuss District projects and accomplishments throughout the 2017-18 fiscal year.

Item presented by Interim General Manager Rob Roberson and Director of Utilities Kelly updating the Board of Directors on the projects and accomplishment of the District Staff.

Board Comment: Director Kalvans asked about the Street Lighting and when that subject will be brought back to the board. August 2018.

Director Green voiced that the District has monies in Lighting and would also like to see more lighting at the Park n' Ride.

Director Sangster asked about training for "Chain Saw". Discussion ensued.

Public Comments: None

4. Consideration of RESOLUTION 2018-21 requesting consolidation of the San Miguel Community Services District's Biennial Election with County's November 6, 2018 Consolidated General Election.

This item was presented by Board Clerk informing the Board that the District has two seats available for election and this resolution consolidates the election with the Counties General Election. This is a cost savings for the District.

Board Comment: None

Public Comment: None

Motion by Director Kalvans resolution 2018-21 requesting consolidation of the San Miguel Community Services District's Biennial Election with County's November 6, 2018 Consolidated General Election.

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

XII. BOARD COMMENT:

Director Kalvans voiced "there are no words that can quantify what happened tonight" Director Green asked that the board look at having an ordinance banning HOA's from regulating landscaping and water used for landscaping. District General Counsel Schweikert, informed the Board that the Governor enacted conservation, is still in effect and that landlords would just have to put the landscaping in the lease agreement. Discussion ensued. Consensus of board is to bring back in October. Director Green would like to review legal services and have contract or duty statement emailed.

Director Green voiced that leaks should be of the utmost priority to the District, and that leaks should be controlled and fixed within the District sooner.

Director Green voiced that the landscaping on mission street that the District pays for needs to be relooked at. Discussion ensued and Kelly Dodds, Utilities Director will be called if it needs to be shut off due to leaks or overspray.

Director Parent left meeting @ 8:55 P.M.

XIII. ADJOURNMENT @ 9:06 P.M. TO NEXT MEETING JULY 26, 2018

DRAFT

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 BOARD OF DIRECTORS
 JULY 26, 2018 REGULAR MEETING MINUTES
 MEETING HELD AT DISTRICT OFFICES
 1150 MISSION STREET
 SAN MIGUEL, CA 93451

- I.** Meeting Called to Order by President Green – 6:30 p.m.
- II.** Pledge of Allegiance lead by President Green.
- III. Roll Call:** Directors Present: Green, Buckman, Sangster.
 Directors Absent: Kalvans, Parent
 District Staff in attendance: Rob Roberson, Tamara Parent, Kelly Dodds, Paola Freeman and District General Counsel Schweikert.
- IV. Adoption of Special Meeting Agenda:**
- Motion by Director Buckman to adopt Regular Meeting Agenda.
- Seconded by Director Sangster Motion was approved by vote of 3 AYES and 0 NOES and 2 ABSENT
- V. ADJOURN TO CLOSED SESSION:**
 Closed Session convened at 6:32 p.m.
- A. CLOSED SESSION AGENDA:**
- 1. LIABILITY CLAIMS**
 Claimant: (EDD pursuant to Section 54961)
 Agency claimed against: (San Miguel CSD) (e)
 - 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
 (Pursuant to Government Code §54957)
 Title: Bookkeeper
 - 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
 (Pursuant to Government Code §54957)
 Title: Fire Chief
 - 4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
 (Pursuant to Government Code §54957)
 Title: Assistant Fire Chief

Call to Order for Regular Board Meeting/Report out of Closed Session: 7:05 P.M.
Report out of closed session by District General Counsel Schweikert: Direction was given to staff.

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

VII. Special Presentations/Public Hearings/Other: None

VIII. STAFF & COMMITTEE REPORTS:

1. San Luis Obispo County Sheriff No Report
2. San Luis Obispo County Board of Supervisors No Report
3. San Luis Obispo County Planning and/or Public Works No Report
4. San Miguel Area Advisory Council No Report
5. Camp Roberts—Army National Guard (LTC Kevin Bender) No Report
6. **Interim General Manager:** Verbal Report updating the Board that the staff has been working on getting a Lighting District boundary map from the County Tax Assessor. Mr. Roberson updated board on the progress of the work the contracted CPA and what is being working on. Kelly Dodds Director of Utilities just finished a Backflow Certification class and Tamara Parent, Board Clerk will be taking an Board Clerk Continuing education class in October. District General Manager informed the Board that when Kramer and Assc., contracted CPA are done with their work the staff would like to have a board workshop and asked the Board to start thinking about what kind of reports they want to see. The District Auditor will be here on Aug 3rd and new financial reports will be in August.
Board Comment: Director Green read emails from Director Kalvans and wanted to make sure that the he had his question answered and would like to make sure all emailed are replied to in a timely manner.
Director Green asked about “Rate Audit” that district staff do? It was explained that billing and utilities work together a few times a year to check properties and make sure that the District is billing correctly.
Public Comments: Laverne Buckman, San Miguel Resident asked what the map for lighting is all about, and what is the difference between an CPA Audit and an Audit from Moss Levy, District Auditor. Discussion ensued. Mrs. Buckman asked D.O.U Kelly Dodds about the Sewer Connection Audit, and does the District have a sewer map. Because if people start building or changing they might need to be billed differently.
7. **District General Counsel:** Presented by Counsel Schweikert. ChurchwellWhite, LLC. Informed the Board that they will be bringing a HOA Resolution/Ordinance to the Board for review and adoption at the August Board Meeting.
Board Comments: None
Public Comments: None
8. **District Engineer:** Written report submitted as is. Blaine Reely asked for any questions.
Board Comments: Director Sangster asked about the water usage increase and if that was normal. Mr. Reely explained that it is within normal trend.
Public Comments: None

- 9. Director of Utilities:** Written report submitted as is. Director of Utilities Kelly Dodds asked for any questions and updated the Board that he finished the Backflow certification class.

Board Comment: Director Buckman asked about the cost and how it will work for the District. It was explained, that the class was \$1,000 and that the Backflows for the District can be performed in house. The License/certification will be in Kelly Dodds, Director of Utilities name, but the equipment will be owned by the District. This is continuing education.

Director Green asked about who is paying for light at 9898 River road. It was explained that the resident is paying for the cost of that light.

Public Comments: None

- 10. Fire Chief:** Fire Chief Rob Roberson, updates the Directors that the Fire Department calls are up again this month and that Camp Roberts has more troops than he has ever seen. Chief Roberson, informed the Board of Directors that some of the equipment (8687 & 8668) has had to have some minor repairs done.

Board Comments: None

Public Comment: None

IX. CONSENT ITEMS:

- 1. Review and Approve Board Meeting Minutes**
a) 6-23-2018 Budget Workshop

Motion by Director Sangster to Approve Consent Item #1

Seconded by Director Buckman. Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT.

X. BOARD ACTION ITEMS:

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

Item presented by Director of Utilities Kelly Dodds explaining that this item is to inform the Board about the timeline regarding next steps for the expansion of the Wastewater facility and the aeration upgrade projects. The State Water Control Board feels that the District will be at capacity in 2.9 years.

Board Comments: Director Sangster asked Director of Utilities, Kelly Dodds if he feels that it the correct timeline? Mr. Dodds feels that it is more like 2.5 years before the plant hits capacity.

Director Green asked that if the district is not on schedule can the District make a moratorium on building? Mr. Dodds explains that the District can make a moratorium, but the plan must be in place and not just postponed.

Director Buckman reminds the Board that when they bought the large Water Tank that a moratorium was prohibited with the loan. Discussion ensued. District Engineer explained that they are looking at grants and is fast tracking engineering for Prop 1 money for

Construction and the grant deadline is Nov 1st, but the District can get up to 5 million for construction. He is also looking at tertiary treatment and has already talked with some wineries that would be able to use or can be used as recharge water.

Director Green asked about the progress on the purchase of the property next to the Sewer Treatment facility. He was informed that the purchase has been finalized and is now district property.

Director Sangster asked if there are any grants being held up by audit. Mr. Reely explained that yes, a \$250k grant.

Public Comments: None

2. Review, Discuss, Receive and File the Enumeration of Financial Report for June 2018.

Item presented by Interim General Manager and Fire Chief Rob Roberson and Paola Freeman, Bookkeeper. Asking the Board if they had any questions on the monthly financials.

Board Comment: Director Sangster asked about page 7 of 13 Claims Detail report 80468, and why there are three entries for Diesel fuel and what the difference is between the District Fuel cards. It was explained that it is the tank at the yard where all the fire trucks fill up, it has three entered because different codes, like Fire, Water, Sewer are all separated out on what portions they use. The District fuel credit cards are in the trucks and are used when they are out of district.

Public Comment: Laverne Buckman, San Miguel Resident asked when we might have the official year-end reports and would like to see what all the funds have for Capital Reserves. Discussion ensued, about what CPA is doing and timeline.

Motion by Director Sangster to Receive and File the Enumeration of Financial Report for June 2018.

Seconded by Director Buckman, Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT.

3. Review and approve Director of Utilities Recommendation for Utility Worker 1. (Dodds)

Item presented by Director of Utilities Kelly Dodds, explaining that this is the second time we have posted the job and have had two applications with one not being interested any longer. The applicant is a full-time position and it was explained that the District is competing with Templeton and Heritage Ranch that have the same job available.

Board Comment: Director Green asked for updates.

Public Comments: None

Director Buckman Motion to approve Utility Worker one at step one.

Seconded by Director Sangster, Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT.

4. Review and Adopt Resolution 2018- 23 Revised District Purchasing Policy and Procedure Manual.

Item presented by Interim General Manager/Fire Chief Rob Roberson, explaining that this was part of the Board Workshop discussion and is being brought back for any changes and approval.

Board Comment: Director Sangster asked that page 6 of 18 Section 5 paragraph 2 to read \$5,000 but less than \$10,000, and paragraph 3 to read greater than \$10,000.

Public Comment: None

Motion by Director Sangster to approve Resolution 2018-23 with changes to section 5.0

Seconded by Director Buckman, Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT.

5. Review and Discuss and Adopt Resolution 2018-24 Amending the District's Conflict of Interest Code. (Annually)

Item was presented by Interim General Manager/Fire Chief Rob Roberson and Board Clerk Tamara Parent, explaining to the Board of Directors that this is a Resolution adopting any changes made to the list of designated positions that are required to file disclosure statements. This has not been done since 2014 and needs to be done annually and sent to the SLO County Clerk Recorders Office, and then the Clerk will send it off to the FPPC.

Board Comment: None

Public Comment: None

Director Buckman Motion to approve Adopt Resolution 2018-24 Amending the District's Conflict of Interest Code.

Seconded by Director Sangster, Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT.

XII. BOARD COMMENT:

Director Sangster voiced that the Jazzy Town community has been asking about the speed on River Road and if there is anything they could do about it. Discussion ensued.

Director Buckman would like to make sure the District has a life preserver at the Wastewater facility.

Director Green asked about the water pooling at the end of 10th street. It was explained that the Chevron Station runs the sprinklers between 4:00 A.M. and 5:00 A.M. and that it the run off from those sprinklers. Discussion ensued.

XIII. ADJOURNMENT TO NEXT MEETING August 23, 2018 : 8:24 P.M.



San Miguel Community Services District

Board of Directors Staff Report

August 23rd, 2018

AGENDA ITEM: XI-1

SUBJECT: Continued Discuss 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 2nd quarter 2018 testing the plant is out of compliance in regards to TDS, Chloride, and Sodium

FLOW – In JULY the plant averaged 152,935 gallons per day (77% of hydraulic design capacity) with a max day of 187,777 gallons (94% 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. The initial DRAFT of the WWTP Expansion engineering report, which includes a discussion of several design alternatives, will be delivered to staff for review and comment on August 20th. Pending input and direction from staff, the list of potential expansion design alternatives will be “short listed” and these will be taken to the next level of design. The DE is planning to have the FINAL engineering report completed and ready for presentation to the BOARD at the regular October 2018 Board Meeting. Costs associated with the preparation of the engineering report are reimbursable from a IRWM Prop 1 DAC Involvement Grant that the District was awarded in early 2018. The amount of the available grant funds is \$177,750.

AERATOR PROJECT

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

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

GRANT FUNDING

We have applied for SRF grant funding for \$250,000 toward design and engineering. It is currently being held pending the completion and release of our FY2016-17 financial audit. As described above, the District was awarded a \$177, 750 IRWM Prop 1 DAC Involvement Grant in early 2018.

NEXT STEPS:

WWTF

After the FINAL engineering report is completed and approved by the Board and the final WWTP expansion design criteria are determined, then a schedule/ timeline will be presented for the preparation of construction documentation, environmental / regulatory compliance measures, and permitting. At that time, the DE will provide cost estimates associated with that schedule.

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

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.

FISCAL IMPACT

No impact at this time.

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

Attachment:



San Miguel Community Services District

Board of Directors Staff Report

August 23rd, 2018

AGENDA ITEM: XI-2

SUBJECT: Review and approve Resolution 2018-26 authorizing the Director of Utilities purchase a Trailer Mounted Sewer Jetter from Jetter Northwest in an amount not to exceed \$44,825.40 to be funded from the Wastewater Capital Reserve account.

RECOMMENDATION:

Review and approve Resolution 2018–26 authorizing the Director of Utilities purchase a Trailer Mounted Sewer Jetter from Jetter Northwest in an amount not to exceed \$44,825.40 to be funded from the Wastewater Capital Reserve account.

BACKGROUND:

UTILITIES DEPARTMENT

Currently the District does not have a sewer jetter and must contract out the cleaning and clearing of sewer lines to a private contractor. This jetter will allow District staff to perform the same services that we currently contract out ourselves and on a more frequent schedule.

Currently with contracted services we are at the mercy of the contractor's schedule as to when they can clean our lines and or come and clear a blocked line. In the case of an emergency backup or spill situation we pay double the standard rates from the contractor or have to request assistance from City of Paso Robles or Templeton CSD. Both of which are already backed up on their own work which often means a delayed response or inability to assist at all.

A prime example of this is recently we had a blockage on Prado leading to a backup in the sewer line. We were able to create a hole in the blockage to allow it to drain slowly but we were not able to get the contractor to come out for almost two weeks afterward to fully clean the line. Had this been a blockage in a different area, it may have resulted in a spill. Not to mention a large bill from the city or contractor and then the District personnel's time on cleaning up the site.

Purchasing our own jetter will not only allow the District to clean our own lines on our schedule but will allow for immediate response, at any time, when a blockage is identified or a sewer spill is imminent.

In November 2017, the District had Fluid Resource Management clean 5-line segments. This took them 5 hours not including their drive time from Grover Beach, which the District is charged for. Based on their fee schedule this cleaning to clear these 5 lines is estimated at \$2,675. This fiscal year we will still need to clean the remainder of the system. This is estimated at \$14,000- \$16,000.

Over the last three years we have paid a contractor \$27,880 (average 9,293 per year). In 2017 cleaning cost reached \$11,297, and due to the increased rates from the contractor and the additional sewer lines installed, the annual cost will likely escalate to over \$14,000 per year over the next 2-3 years.

In the past two years the contractor has taken four to five days to complete the entire town. It would take our staff less time to complete the same work since we are not factoring for travel to and from the district. Although we would spread the cleaning out over an entire year it would likely take our personnel three to four full days to clean the entire system.

Quotes were solicited from 4 companies, only 3 responded

Jettors Northwest - \$44,825.40 Written Quote

MME - \$80,437.50 Written Quote

Nixon Egli Equipment - \$66,171.77 Written Quote

FISCAL IMPACT

Wastewater Capital Reserve \$44,825.40 for the purchase of the jetter and necessary equipment.

Net annual savings of \$8,897 from not contracting out cleaning services to a private company and factoring in our personnel costs. (based on last years contacted costs)

Potential payback of the proposed Jetter through savings is 5.04 years (based on the last cleaning cost)

If this Jetter Trailer purchase is approved now we can avoid contracting out cleaning services this year.

Current Wastewater Capital Reserve amount is \$463,019

RECOMMENDATION

It is recommended that the Board approve Resolution 2018–26 authorizing the Director of Utilities purchase a Trailer Mounted Sewer Jetter from Jetter Northwest in an amount not to exceed \$44,825.40 to be funded from the Wastewater Capital Reserve account.

PREPARED BY:

Kelly Dodds _____

Kelly Dodds, Director of Utilities

Attachment: Resolution 2018-26, Quotes from Jettors Northwest, Sewer Equipment of America,
Municipal Maintenance Equipment

RESOLUTION NO. 2018-26

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE
DIRECTOR OF UTILITIES TO PURCHASE ONE TRAILER MOUNTED SEWER
JETTER.**

WHEREAS, San Miguel Community Services District (“District”) Board of Directors established a Capital Projects list which identified the purchase of a sewer jetter as a priority for the 2018-19 fiscal year: and.

WHEREAS, the Board of Directors recognizes the need to purchase a sewer jetter in order to more efficiently maintain the sewer collection system under the Districts management; and

WHEREAS, the Board of Directors recognizes the need to have the appropriate equipment on hand to mitigate incidents within the collection system, to prevent spills and other health hazards; and

WHEREAS, the District Board of Directors authorizes the Director of Utilities to purchase a Trailer Mounted Sewer Jetter from Jettors Northwest in an amount not to exceed \$44825.40 from Wastewater Capital Reserve.

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 23rd of August 2018

Rob Roberson, Interim General Manager

John Green, Board President

ATTEST:

Douglas L. White, District General Counsel



Board of Directors

President
John Green

Vice President
Joseph Parent

Members
Anthony Kalvans
Gib Buckman
Ashley Sangster

General Manager
Rob Roberson

Fire Chief
Rob Roberson

Mission Statement

Committed to serving the community with effectiveness, efficiency, and care to support the economic and social quality of life in San Miguel

Proudly serving San Miguel with:

Fire Protection
Street Lighting
Water
Wastewater
Solid Waste

P.O. Box 180
1150 Mission Street
San Miguel, CA 93451

Tel. 805-467-3388
Fax 805-467-9212

July 10, 2018

Request for Quote

For (1) one trailer mounted sewer jetter.

Requirements (minimum)

Trailer

- Dual axle with electric brakes - *Meets*
- Locking tool box (approx. 36" wide) - *Meets*

Water tank

- 600-gallon/ Poly construction - *Meets*
- 2" overhead fill pipe with air gap and fire hose fitting for filling - *Meets*

Engine/ pump

- Fully enclosed engine/ pump - *Meets*
- Liquid cooled engine(s) - *Meets*
- Minimum 23 gpm @ 3000 psi pump pressure - *Meets*

Hose/ reel/ guides

- Minimum 5/8" x 500' jetter hose - *Exceeds*
- 12v Powered reel with adjustable speed control - *Meets*
- Pivoting hose guide with rollers - *Meets*
- 10' safety orange leader hose - *Meets*
- "tiger tail" hose guide - *Meets*

Nozzles

- Penetrating, Flushing, Root/ grease cutting - *Exceeds*

Additional equipment

- 2nd hose reel with 3/8" x 50' pressure washer hose with quick connect - *Meets*
- Minimum (2) two led work lights at rear of trailer - *Meets*

Payment Terms

- Order on Purchase order - *Agreed*
- Net 30 - *Agreed*

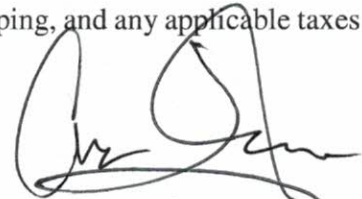
Freight

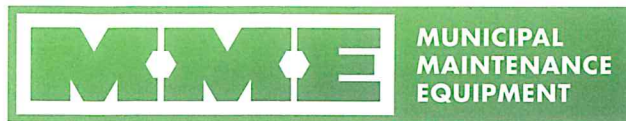
- FOB Destination - *Agreed*

Please provide TOTAL cost including product, shipping, and any applicable taxes

Send quotes to:

Kelly Dodds, Director of Utilities
San Miguel Community Services District
Po box 180, San Miguel CA 93451
Email preferred: kelly.dodds@sanmiguelcsd.org


Aaron Danner



CSLB #980409
DIR 1000004282
www.source-mme.com
Toll Free 1-888-484-9968

June 19, 2018

San Miguel Community Service District
P.O. Box 180
1150 Mission Street
San Miguel, CA 93451

Tel: 805-467-3388 x206
Cell: 805-291-0815
Fax: 805-467-9212
kelly.dodds@sanmiguelcsd.org

Attention: Kelly Dodds, Director of Utilities

We are pleased to provide the following quotation on the Vector VecJet™ Model VJ700 Trailer mounted Jetter Machine for your review.

One (1) Each Vac-Con Diesel Powered VecJet Model VJ700 complete with the following equipment:

Main Information:

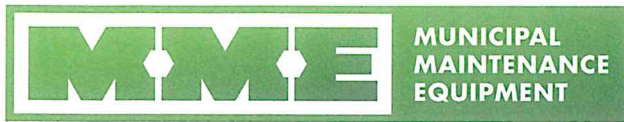
- 110 HP Tier 4 Kubota Diesel Engine w/Shutdowns
- Fully Enclosed Power Unit
- 13 Gallon Fuel Tank
- HD Trailer
- Dual 7K Axles
- Pintle Hitch
- Hand Brake
- 7-Pin Connector
- LED Trailer Lights
- Electric Brakes

Water Pump and Water Tank:

- 700 Gallon HDPE Water Tank
- 40 GPM @ 3,000 PSI Giant Water Pump
- Water Tank Fill Level Sight Gauge
- 2" Hydrant Fill Level Sight Gauge
- 2" Hydrant Fill Pipe and 25' of Hydrant Hose
- Water Tank Inlet Filter Bag – 50 Micron
- Water Recirculation
- Air Purge System

Other Features:

- 50' of 3/8" Auxiliary Hose
- Low Pressure Spray Gun
- Diamond Plate Aluminum Tool Box
- (2) LED Worklights
- Spare Tire



July 19, 2018
 San Miguel Services District
 Vector VecJet™ Model VJ700 Trailer Mounted Jetter Machine Quotation
 Page 2

Dimensions and Weight:

- 17' L x 8'3" W x 7'4" H
- Dry: 6,100 Lbs. Wet: 11,910

Warranties:

- 1 Year Warranty on Machine Excluding Wear Items
- 1 Year Warranty on the Water Pump
- 2 Year Warranty on the Engine
- 5 Year Warranty on the Trailer Frame and Water Tank

Price F.O.B. San Miguel, CA	\$89,000.00
Special Discount	- <u>14,000.00</u>
Sub-Total	\$75,000.00
7.25% Estimated Sales Tax	<u>5,437.50</u>
Total	\$80,437.50

- Quotation includes delivery and on-site training.
- Normal delivery 90-120 days A.R.O., depending on engine availability at time of order.
- Sales tax applicable at time of delivery will be shown on invoice.
- Terms: Net 30
- Quotation valid for 30 days.

Thank you for your interest in this fine product line. Should you have any questions or need additional information, please let us know. We look forward to being of service.

Sincerely,
 Municipal Maintenance Equipment, Inc.

Richard Caffey,
 Territory Sales Manager



JETTTERS NORTHWEST
 2222 15th Ave West
 Seattle, WA 98119
 Phone (206) 283-5252
 Toll free (800) 863-7867
 Fax (206) 284-8638
 Email: info@jetttersnorthwest.com
 Website: www.jetttersnorthwest.com

Quote

Date	Estimate #
7/16/2018	071618AD1

Name / Address
SAN MIGUEL COMMUNITY SERVICE DISTRICT PO BOX 180 1150 MISSION ST. SAN MIGUEL, CA. 93451

FOB	Terms
SEATTLE	Net 30

Item	Description	Qty	U/	Rate	Total
JNW-6224-KU-600TR	Trailer-mounted Jetting Equipment Package-Quote - RFQ Dated: July 10, 2018: EAGLE-600/3023 JETTER-TRAILER COMPLETE - 23-GPM / 3000-PSI (adjustable flow & pressure) - PULSATION/HOSE-JUMP SYSTEM - TRAILER with ELECTRIC-BRAKES & CHROME WHEELS (5200gvw) - LIFETIME FRAMEWORK WARRANTY -- 5"x2" BOX-CHANNEL - 600-GALLON WATER-TANK with INLET FLOAT-VALVE - HOODED/ENCLOSED PUMP/ENGINE COMPARTMENT - (2) LIQUID-COOLED / FUEL-INJECTED KAWASAKI ENGINES 31-HP/824cc (each), with 3-YEAR WARRANTY - 5/8" x 400-FOOT JETTING HOSE, PIRANHA, 4000 PSI, BLACK w/ARAMID (16000psi Burst-rating) - 12v. POWERED-REEL with ADJUSTABLE WIND-SPEED CONTROLLER - PIVOTING HOSE-GUIDE with ROLLERS - (2) UDOR SUPER-DUTY PUMPS with GEARBOX SPEED REDUCTION - FIRE-HOSE INLET - 2" OVERHEAD FILL-PIPE with 'Air-Gap' - ADJUSTABLE-HEIGHT HITCH & STOUT DROP-LEG TONGUE-JACK - TigerTail HOSE-GUIDE & 10' SAFETY-ORANGE LEADER-HOSE - 5-PIECE NOZZLE SET (Penetrator, Flusher, Rotator, Pusher, & Extension)	1		35,995.00	35,995.00
JP-WORKLIGHT	+ DUAL LED WORKSPACE LIGHTS with FLEX-MOUNT	2		245.00	490.00
JNW-UPGRADE	+ PIVOTING/SWIVEL BASE UNDER MAIN HOSE-REEL	1		3,500.00	3,500.00
JNW-UPGRADE	+ UPGRADE to 600 FT. of 5/8" JETTER HOSE	1		600.00	600.00
JNW-CUSTOM	+ ADD 2ND REEL with 50' x 3/8" PRESSURE WASHER HOSE on MINI HOSE REEL	1		700.00	700.00
JNW-PW-KIT	TRIGGER-CONTROL & PRESSURE WASHING KIT (Up to 12GPM / 5000PSI) with Removable 36" Wand and (4) Wash-Nozzles	1		95.00	95.00
JNW-CUSTOM	+ ADD HOSE FOOTAGE COUNTER - ON PIVOTING HOSE GUIDE	1		980.00	980.00
JNW-FM-TOOLBIN	FENDER-MOUNTED 36" TOOL-BIN with LOCKABLE DROP-DOOR (PRO-TECH BRAND - 16" x 12" x 36") - Curbside mounted	1		645.00	645.00
	SUBTOTAL - MACHINE:				43,005.00
	Tools/Accessories Added:				
SA.WH-1/2-PKG	1/2" FINNED WARTHOG NOZZLE with 1/2" NPT Inlet -Tool Complete for 23gpm/3000psi (for removing tougher blockages such as Roots/Grease/Scale/Silt/etc.)	1		1,468.00	1,468.00
SA.WH600	WH-Warthog MAINTENANCE/SERVICE KIT	1		68.00	68.00
	SUBTOTAL - ACCESSORY:				1,536.00

JETTTERS NORTHWEST IS A DIVISION OF: SEATTLE PUMP & EQUIPMENT CO.(est 1952)	Subtotal
	Sales Tax (10.1%)
PROVIDING JETTING EQUIPMENT AND ACCESSORIES FOR OVER 40 YEARS! QUOTE IS VALID FOR AT LEAST 30 DAYS	Total



JETTTERS NORTHWEST
 2222 15th Ave West
 Seattle, WA 98119
 Phone (206) 283-5252
 Toll free (800) 863-7867
 Fax (206) 284-8638
 Email: info@jetttersnorthwest.com
 Website: www.jetttersnorthwest.com

Quote

Date	Estimate #
7/16/2018	071618AD1

Name / Address
SAN MIGUEL COMMUNITY SERVICE DISTRICT PO BOX 180 1150 MISSION ST. SAN MIGUEL, CA. 93451

FOB	Terms
SEATTLE	Net 30

Item	Description	Qty	U/	Rate	Total
	Discounts & Shipping:				
DISCOUNT ACCY	-SUBTRACT -10% OFF ADDED JETTING ACCESSORIES			0.00	-163.10
DISCOUNT	-SUBTRACT Work Space Lights total - for removal of Fill-Hose Reel			-490.00	-490.00
FREIGHT OUT-JNW	SHIPPING TO 93451 MUNICIPAL ADDRESS	1		1,937.50	1,937.50
	*** LOADING DOCK REQUIRED FOR OFF LOADING ***				
DISCOUNT M-FREIGHT	-SUBTRACT MUNICIPAL/GOVERNMENT SHIPPING-CREDIT			-1,000.00	-1,000.00
	Payment Terms: Purchase Order accepted - Net 30				
	Shipping: FOB Destination				
	Lead-time: currently 12-16 weeks ARO				

JETTTERS NORTHWEST IS A DIVISION OF: SEATTLE PUMP & EQUIPMENT CO.(est 1952)	Subtotal	\$44,825.40
	Sales Tax (10.1%)	\$0.00
PROVIDING JETTING EQUIPMENT AND ACCESSORIES FOR OVER 40 YEARS! QUOTE IS VALID FOR AT LEAST 30 DAYS	Total	\$44,825.40

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 7/18

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Report ID: AP100V

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

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4139	17332S	434 76 FLEET CARD	603.53					
Account Number : 0201-00-108861-6								
1	54892976	06/30/18 Fuel - Truck #8600	155.75			20 62000	485	10200
2	54892976	06/30/18 Fuel - Truck #8601	116.98			20 62000	485	10200
7	54892976	05/22/18 Fuel - Truck #U8632	103.75			40 64000	485	10200
8	54892976	05/22/18 Fuel - Truck #U8632	103.75			50 65000	485	10200
9	54892976	05/22/18 Fuel - Truck #8630	123.30			20 62000	485	10200
Total for Vendor:			603.53					
4121	17321S	608 AMERICAN BACKFLOW PREVENTION	500.00					
Backflow Prevention Class July 16-20 2018 Kelly Dodds								
2	06/01/18	Backflow Testing/ Recert	500.00			50 65000	386	10200
Total for Vendor:			500.00					
4117	17304S	593 ASHLEY SANGSTER	100.00					
Board Member Stipend June 26, 2018 meeting								
1	June 2018	07/18/18 June 2018 Board Mtg	16.50			20 62000	111	10200
2	June 2018	07/18/18 June 2018 Board Mtg	3.00			30 63000	111	10200
3	June 2018	07/18/18 June 2018 Board Mtg	40.00			40 64000	111	10200
4	June 2018	07/18/18 June 2018 Board Mtg	40.00*			50 65000	111	10200
5	June 2018	07/18/18 June 2018 Board Mtg	0.50			60 66000	111	10200
Total for Vendor:			100.00					
4104	17305S	548 BARTLE WELLS ASSOCIATES	4,115.00					
Rate Study								
1	1010A	06/22/18 Rate Study	2,057.50*			40 64000	432	10200
2	1010A	06/22/18 Rate Study	2,057.50*			50 65000	432	10200
Total for Vendor:			4,115.00					
4112	17306S	535 BRENDLER JANITORIAL SERVICE	275.00					
Janitorail Services								
1	1820C	07/01/18 June 2018	45.37			20 62000	305	10200
2	1820C	07/01/18 June 2018	8.25			30 63000	305	10200
3	1820C	07/01/18 June 2018	110.00			40 64000	305	10200
4	1820C	07/01/18 June 2018	110.00			50 65000	305	10200
5	1820C	07/01/18 June 2018	1.38			60 66000	305	10200
Total for Vendor:			275.00					

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4113	17307S	39 BUCKMAN, GIB	100.00					
		Board Member Stipend June 26, 2018 meeting						
1	June 2018 07/18/18	June 2018 Board Mtg	16.50			20 62000	111	10200
2	June 2018 07/18/18	June 2018 Board Mtg	3.00			30 63000	111	10200
3	June 2018 07/18/18	June 2018 Board Mtg	40.00			40 64000	111	10200
4	June 2018 07/18/18	June 2018 Board Mtg	40.00*			50 65000	111	10200
5	June 2018 07/18/18	June 2018 Board Mtg	0.50			60 66000	111	10200
		Total for Vendor:	100.00					
4132	17333S	573 BURT INDUSTRIAL SUPPLY	79.88					
1	54083 06/28/18	Flange~Bushing~Gasket	79.88			50 65000	358	10200
		Total for Vendor:	79.88					
4182	17360S	610 CALIFORNIA EMS AUTHORITY	200.00					
		EMT Paramedic License Renewal Robert Roberson						
1	P08632 07/31/18	EMT Paramedic License Renewal	200.00			20 62000	715	10200
		Total for Vendor:	200.00					
4176	-99770E	416 CALPERS	880.96					
		Annual Unfunded Accrued Liability Actuarial Valuation as of June 30, 2016 Rate Plan 4680						
1	15345788 07/01/18	Annual Unfunded Accrued Liab	440.48			40 64000	225	10200
2	15345788 07/01/18	Annual Unfunded Accrued Liab	440.48			50 65000	225	10200
4177	-99769E	416 CALPERS	66.79					
		Annual Unfunded Accrued Liability Actuarial Valuation as of June 30, 2016 Rate Plan 26019						
1	15345795 07/01/18	Annual Unfunded Accrued Liab	33.39			40 64000	225	10200
2	15345795 07/01/18	Annual Unfunded Accrued Liab	33.40			50 65000	225	10200
		Total for Vendor:	947.75					
4140	17334S	521 CHAPARRAL BUSINESS MACHINES,	61.00					
		Maintenance Contract #6913-02 Samsung/X4250LX						
		Acct No. 013014 Contract #6913-02						
1	427785 07/02/18	Maint Contract 7/4-8/3/18	30.50			40 64000	320	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
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Pacific Premier Bank - General Account
* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2	427785	07/02/18 Maint Contract 7/4-8/3/18	30.50			50 65000	320	10200
		Total for Vendor:	61.00					
4124	17322S	67 CHARTER COMMUNICATIONS	309.94					
	Acct# 8245 10 105 0027311	Spectrum Buiness - Monthly						
		Internet/Voice						
1	7311070118	07/01/18 Internet/Voice	103.31			20 62000	375	10200
2	7311070118	07/01/18 Internet/Voice	103.31			40 64000	375	10200
3	7311070118	07/01/18 Internet/Voice	103.32			50 65000	375	10200
		Total for Vendor:	309.94					
4110	17308S	473 CHURCHWELL WHITE LLP	21,700.26					
		Professional Services Rendered through May 2018						
1	30175	06/22/18 General Counsel	786.73			20 62000	327	10200
2	30175	06/22/18 General Counsel	143.04			30 63000	327	10200
3	30175	06/22/18 General Counsel	1,907.22			40 64000	327	10200
4	30175	06/22/18 General Counsel	1,907.22			50 65000	327	10200
5	30175	06/22/18 General Counsel	23.84			60 66000	327	10200
6	30176	06/22/18 Steinbeck v SLO	9,726.61			50 65000	332	10200
9	30180	06/22/18 HR	50.00			40 64000	327	10200
10	30180	06/22/18 HR	50.00			50 65000	327	10200
12	30181	06/22/18 HR Investigation	106.40			40 64000	327	10200
13	30181	06/22/18 HR Investigation	106.40			50 65000	327	10200
14	30177	06/22/18 Water	6,817.90			50 65000	327	10200
15	30182	06/22/18 PRA	74.90			50 65000	332	10200
		Total for Vendor:	21,700.26					
4172	17335S	583 COBLENTZ BIEHLE & CRAMER	7,740.00					
		2015 thru 2017 quartley payroll analysis, EDD						
1	4653	06/15/18 Payroll 20185~2017	1,277.10			20 62000	325	10200
2	4653	06/15/18	232.20			30 63000	325	10200
3	4653	06/15/18	3,096.00			40 64000	325	10200
4	4653	06/15/18	3,096.00			50 65000	325	10200
5	4653	06/15/18	38.70			60 66000	325	10200
		Total for Vendor:	7,740.00					

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

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4156	17336S 999999	DAVID LOPEZ water & Sewer deposit refund 1640 Verde Place	8.02					
1	27577-02	07/17/18 Water & Sewer deposit refund	8.02			50 20550		10200
		Total for Vendor:	8.02					
4171	17337S 581	DAVID TRACEY CONTRACT SVS SVS Date 6-16-18 to 7-1-18	1,000.00					
1	2018-03	07/02/18 Contract SVS	500.00			40 64000	330	10200
2	2018-03	07/02/18 Contract SVS	500.00			50 65000	330	10200
		Total for Vendor:	1,000.00					
4105	17309S 109	FERGUSON ENTERPRISES Acct #725334	620.98					
1	6148424-1	06/12/18 Redi Clamp	620.98			50 65000	535	10200
		Total for Vendor:	620.98					
4106	17310S 112	FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	881520A	06/15/18 Metals	67.00			50 65000	358	10200
4107	17310S 112	FGL - ENVIRONMENTAL ANALYTICAL	225.00					
1	881521A	06/15/18 Coliform	45.00			50 65000	356	10200
2	881521A	06/15/18 Wet Chemistry	45.00			50 65000	357	10200
3	881521A	06/15/18 Wet Chemistry	135.00			50 65000	359	10200
4108	17310S 112	FGL - ENVIRONMENTAL ANALYTICAL	67.00					
1	881578A	06/15/18 Metals	67.00			50 65000	358	10200
4133	17338S 112	FGL - ENVIRONMENTAL ANALYTICAL Acct#8000653	67.00					
1	881932A	07/05/18 Metals	67.00			50 65000	358	10200
4134	17338S 112	FGL - ENVIRONMENTAL ANALYTICAL Acct #8000653	100.00					
1	881518A	06/26/18 General Mineral	100.00			50 65000	357	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
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Pacific Premier Bank - General Account
* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4135	17338S	112 FGL - ENVIRONMENTAL ANALYTICAL	248.00					
	Acct #8000653							
1	881519A	07/26/18 General Mineral	100.00			50 65000	356	10200
2	881819A	07/30/18 EPA 507 Atrazine& Simazine on	148.00			50 65000	356	10200
4136	17338S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
	Acct #8000653							
1	881709A	06/26/18 Metals, Total Na	67.00			50 65000	358	10200
4137	17338S	112 FGL - ENVIRONMENTAL ANALYTICAL	125.00					
	Acct #8000654							
1	881828A	06/27/18 Coliform~Colilert~PA	125.00			50 65000	358	10200
4138	17338S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
	Acct#8000653							
1	881829A	06/26/18 Metals	67.00			50 65000	358	10200
		Total for Vendor:	1,033.00					
4160	17339S	114 FIRE CHIEFS ASSOC OF SLO COUNTY	50.00					
	2018/2019 Year							
1	1819-48	07/01/18 Annual Membership Fee for Fir	50.00			20 62000	385	10200
4161	17339S	114 FIRE CHIEFS ASSOC OF SLO COUNTY	275.00					
	2018/2019 Year							
2	1819-47	07/01/18 Annual Fee for CISM training	275.00			20 62000	385	10200
4162	17339S	114 FIRE CHIEFS ASSOC OF SLO COUNTY	2,000.00					
	2018/2019 Year							
1	1819-46	07/01/18 Annual Haz Mat Fee 2018/19	2,000.00			20 62000	710	10200
		Total for Vendor:	2,325.00					
4102	17311S	308 FRONTIER COMMUNICATIONS	53.52					
	Acct #805-467-2818-010412-5							
		Service from 6-22-18 to 7-21-18						
1	06/22/18	SCADA	26.76			40 64000	310	10200
2	06/22/18	SCADA	26.76			50 65000	310	10200

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4128	17323S	308 FRONTIER COMMUNICATIONS	71.11					
		Acct #805-467-2015-051216-5						
		Backup for Alarm						
1	July 2018 05/01/18	Acct #805-467-2015-051216-5	35.56			40 64000	310	10200
2	July 2018 05/01/18	Acct #805-467-2015-051216-5	35.55			50 65000	310	10200
		Total for Vendor:	124.63					
4099	17312S	125 GREAT WESTERN ALARM	79.85					
		Acct A0702						
		Service Period: 7/01/18 to 7/31/18						
1	180602242 07/01/18	Answering Service	39.92			40 64000	380	10200
2	180602242 07/01/18	Answering Service	39.93			50 65000	380	10200
4100	17312S	125 GREAT WESTERN ALARM	30.00					
		GW-661						
		Service Period: 7/01/18 to 7/31/18						
1	180600545 07/01/18	Alarm Monitoring	15.00			40 64000	380	10200
2	180600545 07/01/18	Alarm Monitoring	15.00			50 65000	380	10200
		Total for Vendor:	109.85					
4114	17313S	126 GREEN, JOHN	100.00					
		Board Member Stipend June 26, 2018 meeting						
1	June 2018 07/18/18	June 2018 Board Mtg	16.50			20 62000	111	10200
2	June 2018 07/18/18	June 2018 Board Mtg	3.00			30 63000	111	10200
3	June 2018 07/18/18	June 2018 Board Mtg	40.00			40 64000	111	10200
4	June 2018 07/18/18	June 2018 Board Mtg	40.00*			50 65000	111	10200
5	June 2018 07/18/18	June 2018 Board Mtg	0.50			60 66000	111	10200
		Total for Vendor:	100.00					
4141	17340S	129 HACH	503.76					
		Acct#292463						
1	11019083 06/26/18	Chlorine Free CL17	167.92			50 65000	481	10200
2	11019083 06/26/18	Chlorine Free CL17	167.92			50 65000	482	10200
3	11019083 06/26/18	Chlorine Free CL17	167.92			50 65000	483	10200

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4142	17340S	129 HACH	564.99					
Acct#292463								
1	11017483	06/25/18 Chlorine Free CL17	188.33			50 65000	481	10200
2	11017483	06/25/18 Chlorine Free CL17	188.33			50 65000	482	10200
3	11017483	06/25/18 Chlorine Free CL17	188.33			50 65000	483	10200
Total for Vendor:			1,068.75					
4157	17341S	999999 JANETT LUMPKIN	57.88					
water & Sewer deposit refund 1955 LaPurissima Ct								
1	20374-04	07/17/18 Water & Sewer deposit refund	57.88			50 20550		10200
Total for Vendor:			57.88					
4115	17314S	406 KALVANS, ANTHONY	100.00					
Board Member Stipen June 26, 2018 meeting								
1	June 18 07/18/18	June 2018 Board Mtg	16.50			20 62000	111	10200
2	June 18 07/18/18	June 2018 Board Mtg	3.00			30 63000	111	10200
3	June 18 07/18/18	June 2018 Board Mtg	40.00			40 64000	111	10200
4	June 18 07/18/18	June 2018 Board Mtg	40.00*			50 65000	111	10200
5	June 18 07/18/18	June 2018 Board Mtg	0.50			60 66000	111	10200
Total for Vendor:			100.00					
4130	17324S	474 L.N. CURTIS & SONS	822.78					
2018 VFA Grant								
1	INV191356	06/11/18 Yellow Momex Pants	822.78			20 62000	456	10200
4131	17324S	474 L.N. CURTIS & SONS	3,856.71					
2018 VFA Grant								
1	INV194382	06/21/18 Jacket, Pants	3,856.71			20 62000	456	10200
4144	17342S	474 L.N. CURTIS & SONS	447.75					
1	INV196970	06/29/18 Fire Brake Class Foam	447.75			20 62000	305	10200
Total for Vendor:			5,127.24					

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4143	17343S	586 LEHR	268.77					
1	S117201	07/29/18 M2 LED R/A	268.77			20 62000	354	10200
		Total for Vendor:	268.77					
4118	17315S	510 LOCAL IT EXPERTS	1,511.50					
1	124	07/10/18 IT Service~June & July 2018	249.40			20 62000	350	10200
0								
2	124	07/10/18 IT Service~June & July 2018	45.35			30 63000	350	10200
3	124	07/10/18 IT Service~June & July 2018	604.60			40 64000	350	10200
4	124	07/10/18 IT Service~June & July 2018	604.60			50 65000	350	10200
5	124	07/10/18 IT Service~June & July 2018	7.55			60 66000	350	10200
		Total for Vendor:	1,511.50					
4150	17344S	606 MICHAEL SOBOTKA	110.00					
Waste		Water Resources Control Board Renewal						
1	062818	06/28/18 License Renewal	110.00			40 64000	715	10200
		Total for Vendor:	110.00					
4163	17345S	559 MONSOON VENTURES, INC.	220.00					
SMCSD		SLT AS Blending Pipeline						
1	2281	07/09/18 Meeting w/Tony Navarro	220.00*			50 65000	431	10200
4164	17345S	559 MONSOON VENTURES, INC.	2,310.00					
Board & Committee Meetings								
1	2282	07/09/18 Board & Committee Meetings	1,155.00			40 64000	326	10200
2	2282	07/09/18 Board & Committee Meetings	1,155.00			50 65000	326	10200
4165	17345S	559 MONSOON VENTURES, INC.	220.00					
Aeration System Upgrade								
1	2283	07/09/18 Meeting w/PGE, Consultants	220.00			40 64000	326	10200
4166	17345S	559 MONSOON VENTURES, INC.	880.00					
Rate Study								
1	2284	07/09/18 Board Meetings	440.00*			40 64000	432	10200
2	2284	07/09/18 Board Meetings	440.00*			50 65000	432	10200

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4167	17345S	559 MONSOON VENTURES, INC. SSMP Audit & Preparation	8,388.75					
1	2285	07/09/18 SSMP Audit & Prep	8,388.75			40 64000	545	10200
4168	17345S	559 MONSOON VENTURES, INC. Cagliero Utility Easement	550.00					
1	2286	07/09/18 Meetings w/Johden McMammara	550.00			50 65000	535	10200
4169	17345S	559 MONSOON VENTURES, INC. GSP	2,640.00					
1	2287	07/09/18 Meetings, Prepared data reques	2,640.00			50 65000	324	10200
4170	17345S	559 MONSOON VENTURES, INC. WWTP Upgrade and recharge	2,582.50					
1	2288	07/09/18 Meetings & research	2,582.50			40 64000	581	10200
		Total for Vendor:	17,791.25					
4146	17357S	553 MOSS, LEVY & HARTZHEIM LLP	6,000.00					
1	15772	06/30/18 Audit Services	990.00			20 62000	325	10200
2	15772	06/30/18 Audit Services	180.00			30 63000	325	10200
3	15772	06/30/18 Audit Services	2,400.00			40 64000	325	10200
4	15772	06/30/18 Audit Services	2,400.00			50 65000	325	10200
5	15772	06/30/18 Audit Services	30.00			60 66000	325	10200
		Total for Vendor:	6,000.00					
4145	17346S	602 MULLAHEY CHRYSLER DODGE JEEP RAM	1,131.72					
1	75120	06/25/18 Truck #8668 Replaced sensors	1,131.72			20 62000	354	10200
		Total for Vendor:	1,131.72					
4129	17325S	182 NAPA	84.97					
1	853567	06/01/18 Hub Oil, Tran Fluid	84.97			20 62000	354	10200
		Total for Vendor:	84.97					

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4147	17347S	522 NORTH COUNTY BACKFLOW	360.00					
1	815380	07/03/18 Inspect test backflow device	180.00			50 65000	353	10200
2	815380	07/02/17 Inspect test backflow device	180.00			40 64000	353	10200
		Total for Vendor:	360.00					
4116	17316S	547 PARENT, JOSEPH	100.00					
		Board Member Stipend June 26, 2018 meeting						
1	June 2018	07/18/18 June 2018 Board Mtg	16.50			20 62000	111	10200
2	June 2018	07/18/18 June 2018 Board Mtg	3.00			30 63000	111	10200
3	June 2018	07/18/18 June 2018 Board Mtg	40.00			40 64000	111	10200
4	June 2018	07/18/18 June 2018 Board Mtg	40.00*			50 65000	111	10200
5	June 2018	07/18/18 June 2018 Board Mtg	0.50			60 66000	111	10200
		Total for Vendor:	100.00					
4148	17348S	201 PASO ROBLES FORD	71.64					
		Equipment #8600						
1	259269	06/12/18 TK #8600, Cable ASY	71.64			20 62000	354	10200
		Total for Vendor:	71.64					
4149	17349S	202 PASO ROBLES NEWSPAPERS	246.60					
1	87678	06/22/18 Notice of Public Hearing Weed	123.60			20 62000	393	10200
2	87677	06/22/18 Notice of Public Hearing Budge	20.30			20 62000	393	10200
3	87677	06/22/18 Notice of Public Hearing Budge	3.69			30 63000	393	10200
4	87677	06/22/18 Notice of Public Hearing Budge	49.20			40 64000	393	10200
5	87677	06/22/18 Notice of Public Hearing Budge	49.20			50 65000	393	10200
6	87677	06/22/18 Notice of Public Hearing Budge	0.61			60 66000	393	10200
		Total for Vendor:	246.60					
4159	17350S	999999 PETER BRANDT	650.00					
		Water Hydrant Deposit Refund						
		#10860774						
1	27486-05	07/17/18 Water Hydrant Deposit Refund	650.00			50 20500		10200
		Total for Vendor:	650.00					

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4101	17318S	209 PG&E	10,668.90					
	Acct #3675186851-8							
1	06/18/18	Old Fire Station / 1297 L St	20.55			20 62000	381	10200
2	06/18/18	New Fire Station 1150 Mission	8.94			20 62000	381	10200
3	06/18/18	Water Works #1 / Well 3	2,626.22			50 65000	381	10200
4	06/18/18	Bonita Pl & 16th / Well 4	1,295.78			50 65000	381	10200
5	06/18/18	N St / WWTP	6,401.43			40 64000	381	10200
6	06/18/18	2HP Booster Station	9.86			50 65000	381	10200
7	06/18/18	Mission Heights Booster	9.86			50 65000	381	10200
8	06/18/18	14th St. & K St.	47.94			50 65000	381	10200
9	06/18/18	Missn & 12th Lanscape~St light	198.95			30 63000	381	10200
10	06/18/18	SLT Well Drink Water	49.37			50 65000	381	10200
		Total for Vendor:	10,668.90					
4103	17317S	208 PG&E	1,335.20					
	Acct #8565976480-8							
1	06/15/18	12th & K Street - 8565976725	11.15			30 63000	381	10200
2	06/15/18	11th St 8562053214 Tract 2710	68.94			30 63000	381	10200
3	06/15/18	Rio Mesa 8564394360 Tract 2710	30.52			30 63000	381	10200
4	06/15/18	Verde Pl 8560673934 Tract 2710	76.29			30 63000	381	10200
5	06/15/18	Mission Hgts 8565976482	211.70			30 63000	381	10200
6	06/15/18	Tract 2605 8565976109	45.36			30 63000	381	10200
7	06/15/18	9898 River Rd 8565976002	413.59			30 63000	381	10200
8	06/15/18	9898 River Rd 8565976004	55.72			30 63000	381	10200
9	06/15/18	9898 River Rd 8565976008	256.78			30 63000	381	10200
10	06/15/18	9898 River Rd 8565976014	85.61			30 63000	381	10200
11	06/15/18	9898 River Rd 8565976481	55.08			30 63000	381	10200
12	06/15/18	9898 River Rd 8565976483	24.46			30 63000	381	10200
		Total for Vendor:	1,335.20					
4174	17359S	209 PG&E	11,199.74					
	Acct #3675186851-8							
1	07/17/18	Old Fire Station / 1297 L St	21.40			20 62000	381	10200
2	07/17/18	New Fire Station 1150 Mission	8.29			20 62000	381	10200
3	07/17/18	Water Works #1 / Well 3	1,274.96			50 65000	381	10200
4	07/17/18	Bonita Pl & 16th / Well 4	3,127.87			50 65000	381	10200

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5	07/17/18	N St / WWTP	6,375.83			40 64000	381	10200
6	07/17/18	2HP Booster Station	10.51			50 65000	381	10200
7	07/17/18	Mission Heights Booster	10.51			50 65000	381	10200
8	07/17/18	14th St. & K St.	61.17			50 65000	381	10200
9	07/17/18	Missn & 12th Lanscape-St light	205.46			30 63000	381	10200
10	07/17/18	SLT Well Drink Water	72.12			50 65000	381	10200
11	07/17/18	942 Soka Way lift station	31.62			40 64000	381	10200
Total for Vendor:			11,199.74					
4175	17358S	208 PG&E	1,335.22					
Acct #8565976480-8								
1	07/17/18	12th & K Street - 8565976725	11.15			30 63000	381	10200
St								
2	07/17/18	Tract 2605 - 8565976109	45.36			30 63000	381	10200
3	07/17/18	Mission Heights - 8565976482	211.70			30 63000	381	10200
4	07/17/18	9898 River Rd. - 8565976002	413.60			30 63000	381	10200
5	07/17/18	9898 River Rd. - 8565976004	55.72			30 63000	381	10200
6	07/17/18	9898 River Rd. - 8565976008	256.79			30 63000	381	10200
7	07/17/18	9898 River Rd. - 8565976014	85.61			30 63000	381	10200
8	07/17/18	9898 River Rd. - 8565976481	55.08			30 63000	381	10200
9	07/17/18	9898 River Rd. - 8565976483	24.46			30 63000	381	10200
10	07/18/18	Tract 2710 - 8562053214	68.94			30 63000	381	10200
11	07/18/18	Tract 2710 - 8564394360	30.52			30 63000	381	10200
12	07/18/18	Tract 2710 - 8560673934	76.29			30 63000	381	10200
Total for Vendor:			1,335.22					
4109	17319S	233 SAFEGUARD BUSINESS SYSTEMS	211.96					
Customer #QMG2PP								
1	032917849	06/19/18 Imprinted Checks	105.98			20 62000	320	10200
2	032917849	06/19/18 Imprinted Checks	52.99			40 64000	320	10200
3	032917849	06/19/18 Imprinted Checks	52.99			50 65000	320	10200
Total for Vendor:			211.96					
4151	17351S	440 SAN LUIS OBISPO COUNTY FIRE	10,355.38					
Dispatch agreement with San Miguel Fire Department CY 2017								
1	1298	07/01/18 Fire Dispatch Services CY 2017	10,355.38*			20 62000	370	10200
Total for Vendor:			10,355.38					

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4125	17326S	238 SAN MIGUEL GARBAGE	103.98					
		Monthly Service June 2018 Acct#318691						
		Service 7-1-18 to 7-30-18						
1	07/01/18	WWTP Monthly Trash Disposal	51.99			40 64000	383	10200
2	07/01/18	WWTP Monthly Trash Disposal	51.99			50 65000	383	10200
		Total for Vendor:	103.98					
4119	17327S	247 SDRMA	33,463.13					
		Property/Liability Package Program, annual invoice 2018-19						
1	64725 05/15/18	Property/Liability	11,733.68			20 62000	328	10200
2	64725 05/15/18	Property/Liability	413.30			30 63000	328	10200
3	64725 05/15/18	Property/Liability	8,260.99			40 64000	328	10200
4	64725 05/15/18	Property/Liability	12,986.27			50 65000	328	10200
5	64725 05/15/18	Property/Liability	68.89			60 66000	328	10200
4120	17327S	247 SDRMA	14,949.16					
		Workers' Compensation 2018-19 Member #: 5142						
1	63007 05/11/18	Workers Comp	6,916.75			20 62000	120	10200
3	63007 05/11/18	Workers Comp	35.67			30 63000	120	10200
4	63007 05/11/18	Workers Comp	4,468.86			40 64000	120	10200
6	63007 05/11/18	Workers Comp	3,521.93			50 65000	120	10200
7	63007 05/11/18	Workers Comp	5.95			60 66000	120	10200
		Total for Vendor:	48,412.29					
4111	17320S	252 SLO CO PUBLIC WORKS	153.00					
		See letter ~ billed incorrectly						
1	6385 06/20/18	Encroachment Permit Fee	76.50			40 64000	715	10200
2	6385 06/20/18	Encroachment Permit Fee	76.50			50 65000	715	10200
		Total for Vendor:	153.00					
4158	17352S	999999 SPURR CO.	323.60					
		water Hydrant deposit refund Hydrant Meter 8428274						
1	27487-05 07/17/18	Hydrant deposit refund	323.60			50 20550		10200
		Total for Vendor:	323.60					

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4173	17353S	352 STAPLES CREDIT PLAN	376.44					
Office Supplies								
1	July 8738	07/10/18 Paper, Binders, Files	62.11			20 62000	410	10200
2	July 8738	07/10/18 Paper, Binders, Files	11.29*			30 63000	410	10200
3	July 8738	07/10/18 Paper, Binders, Files	150.58			40 64000	410	10200
4	July 8738	07/10/18 Paper, Binders, Files	150.58			50 65000	410	10200
5	July 8738	07/10/18 Paper, Binders, Files	1.88*			60 66000	410	10200
Total for Vendor:			376.44					
4122	17328S	534 STREAMLINE	200.00					
Web Page Hosting								
1	97795	07/10/18 Web Page Monthly Fee June	33.00			20 62000	376	10200
2	97795	07/10/18 Web Page Monthly Fee June	6.00			30 63000	376	10200
3	97795	07/10/18 Web Page Monthly Fee June	80.00*			40 64000	376	10200
4	97795	07/10/18 Web Page Monthly Fee June	80.00			50 65000	376	10200
5	97795	07/10/18 Web Page Monthly Fee June	1.00			60 66000	376	10200
Total for Vendor:			200.00					
4152	17354S	280 TEMPLETON UNIFORMS	390.66					
Wildland Tactical Pants for Scott Young & Liliana Rojas								
1	111921	07/12/18 Pants	390.66			20 62000	495	10200
Total for Vendor:			390.66					
4153	17355S	289 TOTALFUNDS BY HASLER	500.00					
Acct#7900 0110 0130 2978								
1	1102500235	07/10/18 Postage	250.00			40 64000	315	10200
2	1102500235	07/10/18 Postage	250.00			50 65000	315	10200
Total for Vendor:			500.00					
4126	17329S	301 US BANK	3,911.41					
1	6245-June	06/22/18 Sign Here Low Cost Signs	830.12			40 64000	305	10200
2	06/22/18	Dos Hermanos Fire Line Meal	50.01			20 62000	335	10200
3	06/22/18	Amazon Security Cable~SLT	420.84			50 65000	353	10200
4	06/22/18	Amazon Tape~SLT	65.60			50 65000	353	10200
5	06/22/18	Amazon Jaw Cable Cutter	148.56			20 62000	455	10200
6	06/22/18	All State UtilityBox,Lid,Sweep	400.67			50 65000	353	10200

08/15/18
14:56:10

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 7/18

Page: 15 of 15
Report ID: AP100V

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

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7	06/22/18	Amazon Batteries	43.44			20 62000	455	10200
8	06/22/18	Amazon Ice MACHine Cleane	49.72			20 62000	351	10200
9	06/22/18	Amazon Copper Wire Tr#8601	56.30			20 62000	455	10200
10	06/22/18	Lowes bshng,adptr, water	113.51			20 62000	305	10200
11	06/22/18	Amazon,Solenoid,switch	32.40			20 62000	351	10200
12	06/22/18	Amazon, starter #8687	97.35			20 62000	354	10200
13	06/22/18	Anthonys Tire Store #8668	699.08			20 62000	354	10200
14	06/22/18	Lowes, Male Terminal	6.53			40 64000	582	10200
15	06/22/18	Oreilly, Scan tool	96.96			20 62000	354	10200
16	06/22/18	Credit	-35.00			20 62000	354	10200
17	06/22/18	Anthonys Tire	750.00			20 62000	354	10200
18	06/22/18	Oreillys, multi relay #8687	21.54			20 62000	354	10200
19	06/22/18	Amazon, Sensor	31.89			40 64000	354	10200
20	06/22/18	Amazon, Sensor	31.89			50 65000	354	10200
Total for Vendor:			3,911.41					
4127	17330S	303 USA BLUEBOOK	834.71					
Customer No. 931858								
1	604617	06/20/18 Circut Board Assembly	834.71			50 65000	359	10200
Total for Vendor:			834.71					
4123	17331S	327 VALLI INFORMATION SYSTEMS	75.00					
Web Posting								
1	48040	06/30/18 Web Posting, Online Maint.	37.50			40 64000	305	10200
2	48040	06/30/18 Web Posting, Online Maint.	37.50			50 65000	305	10200
Total for Vendor:			75.00					
4155	17356S	317 WESTERN JANITOR SUPPLY INC	82.66					
Account #S1235								
1	154248	07/09/18 T/P	27.55			20 62000	305	10200
2	154248	07/09/18 Glass Cleaner	27.55			40 64000	305	10200
3	154248	07/09/18 Steel Cleaner	27.56			50 65000	305	10200
Total for Vendor:			82.66					
# of Claims			79	Total:				167,204.31
Total Electronic Claims								947.75
Total Non-Electronic Claims								166256.56

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	0.00	2,200.00	2,200.00	0 %
40410	Mutual Aid Fires	0.00	0.00	100,000.00	100,000.00	0 %
40420	Ambulance Reimbursement	0.00	0.00	4,400.00	4,400.00	0 %
40500	VFA Assistance Grant	0.00	0.00	20,000.00	20,000.00	0 %
	Account Group Total:	0.00	0.00	126,600.00	126,600.00	0 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	19,385.99	19,385.99	390,856.00	371,470.01	5 %
	Account Group Total:	19,385.99	19,385.99	390,856.00	371,470.01	5 %
	Fund Total:	19,385.99	19,385.99	517,456.00	498,070.01	4 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	2,088.85	2,088.85	101,367.00	99,278.15	2 %
	Account Group Total:	2,088.85	2,088.85	101,367.00	99,278.15	2 %
	Fund Total:	2,088.85	2,088.85	101,367.00	99,278.15	2 %
40 WASTEWATER DEPARTMENT						
40000						
40900	Wastewater Sales	30,578.24	30,578.24	675,624.00	645,045.76	5 %
40910	Wastewater Late Charges	672.95	672.95	0.00	-672.95	** %
	Account Group Total:	31,251.19	31,251.19	675,624.00	644,372.81	5 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	1,313.30	1,313.30	54,362.00	53,048.70	2 %
	Account Group Total:	1,313.30	1,313.30	54,362.00	53,048.70	2 %
	Fund Total:	32,564.49	32,564.49	729,986.00	697,421.51	4 %
50 WATER DEPARTMENT						
41000	Water Sales					
41000	Water Sales	36,615.05	36,615.05	797,294.00	760,678.95	5 %
41005	Water Late Charges	10,826.07	10,826.07	0.00	-10,826.07	** %
	Account Group Total:	47,441.12	47,441.12	797,294.00	749,852.88	6 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	0.00	0.00	19,950.00	19,950.00	0 %
	Account Group Total:	0.00	0.00	19,950.00	19,950.00	0 %
44000	Forestry & Fire Protection Reimbursement					
44005	State/Federal Grants	0.00	0.00	30,000.00	30,000.00	0 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
50 WATER DEPARTMENT						
	Account Group Total:	0.00	0.00	30,000.00	30,000.00	0 %
	Fund Total:	47,441.12	47,441.12	847,244.00	799,802.88	6 %
60 SOLID WASTE DEPARTMENT						
46000 Revenues & Interest						
	46005 Franchise Fees	2,909.56	2,909.56	32,323.00	29,413.44	9 %
	Account Group Total:	2,909.56	2,909.56	32,323.00	29,413.44	9 %
	Fund Total:	2,909.56	2,909.56	32,323.00	29,413.44	9 %
	Grand Total:	104,390.01	104,390.01	2,228,376.00	2,123,985.99	5 %

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	5,517.35	5,517.35	66,000.00	66,000.00	60,482.65	8 %
	111 BOD Stipend	82.50	82.50	990.00	990.00	907.50	8 %
	120 Workers' Compensation	6,916.75	6,916.75	8,000.00	8,000.00	1,083.25	86 %
	121 Physicals	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
	125 Volunteer firefighter stipends	7,895.90	7,895.90	72,000.00	72,000.00	64,104.10	11 %
	126 Strike Team Pay - VFF	3,538.56	3,538.56	100,000.00	100,000.00	96,461.44	4 %
	135 Payroll Tax - FICA	708.94	708.94	9,000.00	9,000.00	8,291.06	8 %
	140 Payroll Tax - Medicare	247.26	247.26	4,000.00	4,000.00	3,752.74	6 %
	155 Payroll Tax - SUI	420.82	420.82	5,000.00	5,000.00	4,579.18	8 %
	160 Payroll Tax - ETT	10.53	10.53	300.00	300.00	289.47	4 %
	165 Payroll Tax - FUTA	284.08	284.08	7,000.00	7,000.00	6,715.92	4 %
	205 Insurance - Health	81.44	81.44	800.00	800.00	718.56	10 %
	210 Insurance - Dental	21.20	21.20	600.00	600.00	578.80	4 %
	215 Insurance - Vision	3.37	3.37	100.00	100.00	96.63	3 %
	225 Retirement - PERS expense	114.80	114.80	1,600.00	1,600.00	1,485.20	7 %
	305 Operations and maintenance	634.18	634.18	6,000.00	6,000.00	5,365.82	11 %
	310 Phone and fax expense	0.00	0.00	800.00	800.00	800.00	0 %
	315 Postage, shipping and freight	0.00	0.00	100.00	100.00	100.00	0 %
	320 Printing and reproduction	105.98	105.98	200.00	200.00	94.02	53 %
	325 Professional svcs - Accounting	2,267.10	2,267.10	4,950.00	4,950.00	2,682.90	46 %
	327 Professional svcs - Legal (General)	786.73	786.73	25,000.00	25,000.00	24,213.27	3 %
	328 Insurance - prop and liability	11,733.68	11,733.68	12,000.00	12,000.00	266.32	98 %
	331 Professional Services - Legal	0.00	0.00	8,250.00	8,250.00	8,250.00	0 %
	335 Meals - Reimbursement	50.01	50.01	600.00	600.00	549.99	8 %
	340 Meetings and conferences	0.00	0.00	500.00	500.00	500.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	500.00	500.00	500.00	0 %
	350 Repairs and maint - computers	249.40	249.40	3,000.00	3,000.00	2,750.60	8 %
	351 Repairs and maint - equip	82.12	82.12	8,000.00	8,000.00	7,917.88	1 %
	352 Repairs and maint - structures	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	354 Repairs and maint - vehicles	3,187.03	3,187.03	15,000.00	15,000.00	11,812.97	21 %
	370 Dispatch services (Fire)	10,355.38	10,355.38	8,000.00	8,000.00	-2,355.38	129 %
	375 Internet expenses	103.31	103.31	660.00	660.00	556.69	16 %
	376 Webpage- Upgrade/Maint	33.00	33.00	400.00	400.00	367.00	8 %
	380 Utilities - alarm service	0.00	0.00	200.00	200.00	200.00	0 %
	381 Utilities - electric	59.18	59.18	4,000.00	4,000.00	3,940.82	1 %
	382 Utilities - propane	0.00	0.00	450.00	450.00	450.00	0 %
	385 Dues and subscriptions	325.00	325.00	4,000.00	4,000.00	3,675.00	8 %
	386 Education and training	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	393 Advertising and public notices	143.90	143.90	500.00	500.00	356.10	29 %
	394 LAFCO Allocations	0.00	0.00	1,010.00	1,010.00	1,010.00	0 %
	395 Community Outreach	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	405 Software	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	410 Office Supplies	62.11	62.11	400.00	400.00	337.89	16 %
	450 EMS supplies	0.00	0.00	3,500.00	3,500.00	3,500.00	0 %
	455 Fire Safety Gear & Equipment	248.30	248.30	10,000.00	10,000.00	9,751.70	2 %
	456 VFF Assistance Grant	4,679.49	4,679.49	40,000.00	40,000.00	35,320.51	12 %
	465 Cell phones, radios and pagers	0.00	0.00	500.00	500.00	500.00	0 %
	470 Communication equipment	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
	475 Computer supplies and upgrades	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	485 Fuel expense	396.03	396.03	6,500.00	6,500.00	6,103.97	6 %
	490 Small tools and equipment	0.00	0.00	3,500.00	3,500.00	3,500.00	0 %
	495 Uniform expense	390.66	390.66	3,500.00	3,500.00	3,109.34	11 %
	503 Weed Abatement Costs	0.00	0.00	3,200.00	3,200.00	3,200.00	0 %
	505 Fire Training Grounds	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	510 Fire station addition	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	710 County hazmat dues	2,000.00	2,000.00	2,000.00	2,000.00	0.00	100 %
	715 Licenses, permits and fees	200.00	200.00	800.00	800.00	600.00	25 %
	960 Property tax expense	0.00	0.00	400.00	400.00	400.00	0 %
	Account Total:	63,936.09	63,936.09	484,310.00	484,310.00	420,373.91	13 %
	Account Group Total:	63,936.09	63,936.09	484,310.00	484,310.00	420,373.91	13 %
	Fund Total:	63,936.09	63,936.09	484,310.00	484,310.00	420,373.91	13 %
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000 Lighting							
	105 Salaries and Wages	1,205.36	1,205.36	10,000.00	10,000.00	8,794.64	12 %
	111 BOD Stipend	15.00	15.00	180.00	180.00	165.00	8 %
	120 Workers' Compensation	35.67	35.67	200.00	200.00	164.33	18 %
	130 Payroll Tax - Fed W/H	0.00	0.00	500.00	500.00	500.00	0 %
	135 Payroll Tax - FICA	0.00	0.00	500.00	500.00	500.00	0 %
	140 Payroll Tax - Medicare	17.86	17.86	100.00	100.00	82.14	18 %
	155 Payroll Tax - SUI	0.00	0.00	100.00	100.00	100.00	0 %
	160 Payroll Tax - ETT	0.00	0.00	100.00	100.00	100.00	0 %
	165 Payroll Tax - FUTA	0.00	0.00	150.00	150.00	150.00	0 %
	205 Insurance - Health	69.15	69.15	500.00	500.00	430.85	14 %
	210 Insurance - Dental	6.03	6.03	75.00	75.00	68.97	8 %
	215 Insurance - Vision	0.96	0.96	20.00	20.00	19.04	5 %
	225 Retirement - PERS expense	65.49	65.49	500.00	500.00	434.51	13 %
	305 Operations and maintenance	8.25	8.25	2,000.00	2,000.00	1,991.75	0 %
	310 Phone and fax expense	0.00	0.00	120.00	120.00	120.00	0 %
	320 Printing and reproduction	0.00	0.00	100.00	100.00	100.00	0 %
	325 Professional svcs - Accounting	412.20	412.20	900.00	900.00	487.80	46 %
	327 Professional svcs - Legal (General)	143.04	143.04	4,500.00	4,500.00	4,356.96	3 %
	328 Insurance - prop and liability	413.30	413.30	500.00	500.00	86.70	83 %
	331 Professional Services - Legal	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	340 Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	150.00	150.00	150.00	0 %
	350 Repairs and maint - computers	45.35	45.35	1,000.00	1,000.00	954.65	5 %
	351 Repairs and maint - equip	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	353 Repairs & Maint- Infrastructure	0.00	0.00	24,000.00	24,000.00	24,000.00	0 %
	375 Internet expenses	0.00	0.00	120.00	120.00	120.00	0 %
	376 Webpage- Upgrade/Maint	6.00	6.00	100.00	100.00	94.00	6 %
	381 Utilities - electric	3,074.83	3,074.83	26,000.00	26,000.00	22,925.17	12 %
	382 Utilities - propane	0.00	0.00	100.00	100.00	100.00	0 %
	385 Dues and subscriptions	0.00	0.00	300.00	300.00	300.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
	386 Education and training	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	393 Advertising and public notices	3.69	3.69	100.00	100.00	96.31	4 %
	394 LAFCO Allocations	0.00	0.00	200.00	200.00	200.00	0 %
	405 Software	0.00	0.00	500.00	500.00	500.00	0 %
	410 Office Supplies	11.29	11.29	0.00	0.00	-11.29	*** %
	485 Fuel expense	0.00	0.00	100.00	100.00	100.00	0 %
	490 Small tools and equipment	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	Account Total:	5,533.47	5,533.47	79,065.00	79,065.00	73,531.53	7 %
	Account Group Total:	5,533.47	5,533.47	79,065.00	79,065.00	73,531.53	7 %
	Fund Total:	5,533.47	5,533.47	79,065.00	79,065.00	73,531.53	7 %
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
	105 Salaries and Wages	14,115.42	14,115.42	163,500.00	163,500.00	149,384.58	9 %
	109 Stand-by Hours	456.50	456.50	7,500.00	7,500.00	7,043.50	6 %
	111 BOD Stipend	200.00	200.00	2,400.00	2,400.00	2,200.00	8 %
	120 Workers' Compensation	4,468.86	4,468.86	5,000.00	5,000.00	531.14	89 %
	140 Payroll Tax - Medicare	207.73	207.73	2,000.00	2,000.00	1,792.27	10 %
	155 Payroll Tax - SUI	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	160 Payroll Tax - ETT	0.00	0.00	200.00	200.00	200.00	0 %
	165 Payroll Tax - FUTA	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	205 Insurance - Health	1,142.50	1,142.50	25,000.00	25,000.00	23,857.50	5 %
	206 Insurance - CalPers Health Retiree	58.15	58.15	0.00	0.00	-58.15	*** %
	210 Insurance - Dental	85.19	85.19	1,000.00	1,000.00	914.81	9 %
	215 Insurance - Vision	13.72	13.72	200.00	200.00	186.28	7 %
	225 Retirement - PERS expense	1,281.64	1,281.64	12,250.00	12,250.00	10,968.36	10 %
	305 Operations and maintenance	1,005.17	1,005.17	6,000.00	6,000.00	4,994.83	17 %
	310 Phone and fax expense	62.32	62.32	1,200.00	1,200.00	1,137.68	5 %
	315 Postage, shipping and freight	250.00	250.00	3,000.00	3,000.00	2,750.00	8 %
	320 Printing and reproduction	83.49	83.49	600.00	600.00	516.51	14 %
	325 Professional svcs - Accounting	5,496.00	5,496.00	9,000.00	9,000.00	3,504.00	61 %
	326 Professional svcs - Engineering	1,375.00	1,375.00	24,000.00	24,000.00	22,625.00	6 %
	327 Professional svcs - Legal (General)	2,063.62	2,063.62	30,000.00	30,000.00	27,936.38	7 %
	328 Insurance - prop and liability	8,260.99	8,260.99	8,400.00	8,400.00	139.01	98 %
	329 New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
	330 Contract labor	500.00	500.00	5,000.00	5,000.00	4,500.00	10 %
	331 Professional Services - Legal	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
	335 Meals - Reimbursement	0.00	0.00	100.00	100.00	100.00	0 %
	340 Meetings and conferences	0.00	0.00	750.00	750.00	750.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	500.00	500.00	500.00	0 %
	350 Repairs and maint - computers	604.60	604.60	3,000.00	3,000.00	2,395.40	20 %
	351 Repairs and maint - equip	0.00	0.00	21,000.00	21,000.00	21,000.00	0 %
	352 Repairs and maint - structures	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	353 Repairs & Maint- Infrastructure	180.00	180.00	3,000.00	3,000.00	2,820.00	6 %
	354 Repairs and maint - vehicles	31.89	31.89	2,000.00	2,000.00	1,968.11	2 %
	355 Testing & Supplies (WWTP)	0.00	0.00	12,000.00	12,000.00	12,000.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
	375 Internet expenses	103.31	103.31	1,600.00	1,600.00	1,496.69	6 %
	376 Webpage- Upgrade/Maint	80.00	80.00	0.00	0.00	-80.00	*** %
	380 Utilities - alarm service	54.92	54.92	1,000.00	1,000.00	945.08	5 %
	381 Utilities - electric	12,808.88	12,808.88	75,000.00	75,000.00	62,191.12	17 %
	382 Utilities - propane	0.00	0.00	500.00	500.00	500.00	0 %
	383 Utilities - trash	51.99	51.99	650.00	650.00	598.01	8 %
	385 Dues and subscriptions	0.00	0.00	2,100.00	2,100.00	2,100.00	0 %
	386 Education and training	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	393 Advertising and public notices	49.20	49.20	600.00	600.00	550.80	8 %
	394 LAFCO Allocations	0.00	0.00	2,440.00	2,440.00	2,440.00	0 %
	395 Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	405 Software	0.00	0.00	6,100.00	6,100.00	6,100.00	0 %
	410 Office Supplies	150.58	150.58	750.00	750.00	599.42	20 %
	432 Utility Rate Design Study	2,497.50	2,497.50	0.00	0.00	-2,497.50	*** %
	459 Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	465 Cell phones, radios and pagers	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	475 Computer supplies and upgrades	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	485 Fuel expense	103.75	103.75	5,500.00	5,500.00	5,396.25	2 %
	490 Small tools and equipment	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
	495 Uniform expense	0.00	0.00	750.00	750.00	750.00	0 %
	545 Sewer System Mngmt Plan (SSMP)	8,388.75	8,388.75	8,500.00	8,500.00	111.25	99 %
	570 Repairs, Maint. and Video Sewer Lines	0.00	0.00	16,000.00	16,000.00	16,000.00	0 %
	581 WWTP Expansion	2,582.50	2,582.50	45,000.00	45,000.00	42,417.50	6 %
	582 WWTP Plant Maintenance	6.53	6.53	12,000.00	12,000.00	11,993.47	0 %
	585 Sludge Removal Project	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	705 Waste Discharge Fees/Permits	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	715 Licenses, permits and fees	186.50	186.50	1,000.00	1,000.00	813.50	19 %
	Account Total:	69,007.20	69,007.20	588,890.00	588,890.00	519,882.80	12 %
	Account Group Total:	69,007.20	69,007.20	588,890.00	588,890.00	519,882.80	12 %
	Fund Total:	69,007.20	69,007.20	588,890.00	588,890.00	519,882.80	12 %

50 WATER DEPARTMENT

65000 Water

65000 Water

	105 Salaries and Wages	14,798.50	14,798.50	163,500.00	163,500.00	148,701.50	9 %
	109 Stand-by Hours	456.50	456.50	7,500.00	7,500.00	7,043.50	6 %
	111 BOD Stipend	200.00	200.00	0.00	0.00	-200.00	*** %
	120 Workers' Compensation	3,521.93	3,521.93	4,000.00	4,000.00	478.07	88 %
	140 Payroll Tax - Medicare	217.01	217.01	2,500.00	2,500.00	2,282.99	9 %
	155 Payroll Tax - SUI	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	160 Payroll Tax - ETT	0.00	0.00	200.00	200.00	200.00	0 %
	165 Payroll Tax - FUTA	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	205 Insurance - Health	1,268.18	1,268.18	25,000.00	25,000.00	23,731.82	5 %
	206 Insurance - CalPers Health Retiree	58.15	58.15	0.00	0.00	-58.15	*** %
	210 Insurance - Dental	90.27	90.27	1,200.00	1,200.00	1,109.73	8 %
	215 Insurance - Vision	14.57	14.57	200.00	200.00	185.43	7 %
	225 Retirement - PERS expense	1,352.52	1,352.52	12,500.00	12,500.00	11,147.48	11 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
305	Operations and maintenance	175.06	175.06	8,000.00	8,000.00	7,824.94	2 %
310	Phone and fax expense	62.31	62.31	1,200.00	1,200.00	1,137.69	5 %
315	Postage, shipping and freight	250.00	250.00	3,000.00	3,000.00	2,750.00	8 %
320	Printing and reproduction	83.49	83.49	600.00	600.00	516.51	14 %
324	Professional Svcs- GSA-GSP	2,640.00	2,640.00	30,000.00	30,000.00	27,360.00	9 %
325	Professional svcs - Accounting	5,496.00	5,496.00	9,000.00	9,000.00	3,504.00	61 %
326	Professional svcs - Engineering	1,155.00	1,155.00	25,000.00	25,000.00	23,845.00	5 %
327	Professional svcs - Legal (General)	8,881.52	8,881.52	40,000.00	40,000.00	31,118.48	22 %
328	Insurance - prop and liability	12,986.27	12,986.27	13,000.00	13,000.00	13.73	100 %
329	New Hire Screening	0.00	0.00	150.00	150.00	150.00	0 %
330	Contract labor	500.00	500.00	5,000.00	5,000.00	4,500.00	10 %
331	Professional Services - Legal	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
332	Professional Services - Legal	9,801.51	9,801.51	250,000.00	250,000.00	240,198.49	4 %
335	Meals - Reimbursement	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and conferences	0.00	0.00	750.00	750.00	750.00	0 %
345	Mileage expense reimbursement	0.00	0.00	500.00	500.00	500.00	0 %
350	Repairs and maint - computers	604.60	604.60	5,000.00	5,000.00	4,395.40	12 %
351	Repairs and maint - equip	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
352	Repairs and maint - structures	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
353	Repairs & Maint- Infrastructure	1,067.11	1,067.11	30,000.00	30,000.00	28,932.89	4 %
354	Repairs and maint - vehicles	31.89	31.89	2,000.00	2,000.00	1,968.11	2 %
356	Testing & Supplies - Well #3 (Water)	293.00	293.00	2,500.00	2,500.00	2,207.00	12 %
357	Testing & Supplies - Well #4 (Water)	145.00	145.00	2,500.00	2,500.00	2,355.00	6 %
358	Testing & Supplies- SLT Well (Water)	539.88	539.88	5,000.00	5,000.00	4,460.12	11 %
359	Testing & Supplies-Other	969.71	969.71	5,000.00	5,000.00	4,030.29	19 %
362	Cross-Connection Control Srvcs.	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
375	Internet expenses	103.32	103.32	1,600.00	1,600.00	1,496.68	6 %
376	Webpage- Upgrade/Maint	80.00	80.00	960.00	960.00	880.00	8 %
380	Utilities - alarm service	54.93	54.93	1,000.00	1,000.00	945.07	5 %
381	Utilities - electric	8,596.17	8,596.17	40,000.00	40,000.00	31,403.83	21 %
382	Utilities - propane	0.00	0.00	500.00	500.00	500.00	0 %
383	Utilities - trash	51.99	51.99	650.00	650.00	598.01	8 %
385	Dues and subscriptions	0.00	0.00	3,900.00	3,900.00	3,900.00	0 %
386	Education and training	500.00	500.00	2,500.00	2,500.00	2,000.00	20 %
393	Advertising and public notices	49.20	49.20	600.00	600.00	550.80	8 %
394	LAFCO Allocations	0.00	0.00	2,440.00	2,440.00	2,440.00	0 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
405	Software	0.00	0.00	6,100.00	6,100.00	6,100.00	0 %
410	Office Supplies	150.58	150.58	500.00	500.00	349.42	30 %
415	Office Equipment	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
431	SLT Blending Line - CDBG Project	220.00	220.00	0.00	0.00	-220.00	*** %
432	Utility Rate Design Study	2,497.50	2,497.50	0.00	0.00	-2,497.50	*** %
459	Scada - Maintenance Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
475	Computer supplies and upgrades	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
481	Chemicals- Well #3	356.25	356.25	3,000.00	3,000.00	2,643.75	12 %
482	Chemicals-Well #4	356.25	356.25	3,000.00	3,000.00	2,643.75	12 %
483	Chemicals-SLT Well	356.25	356.25	1,500.00	1,500.00	1,143.75	24 %
485	Fuel expense	103.75	103.75	4,000.00	4,000.00	3,896.25	3 %
490	Small tools and equipment	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
495	Uniform expense	0.00	0.00	750.00	750.00	750.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
520	Water Main Valves Replacement	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
525	Water meter replacement	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
535	Water Lines Repairs	1,170.98	1,170.98	30,000.00	30,000.00	28,829.02	4 %
605	USDA Loan Payment	-24,514.74	-24,514.74	67,000.00	67,000.00	91,514.74	-37 %
715	Licenses, permits and fees	76.50	76.50	7,000.00	7,000.00	6,923.50	1 %
930	Interest Fees	24,514.74	24,514.74	0.00	0.00	-24,514.74	*** %
	Account Total:	82,383.65	82,383.65	896,200.00	896,200.00	813,816.35	9 %
	Account Group Total:	82,383.65	82,383.65	896,200.00	896,200.00	813,816.35	9 %
	Fund Total:	82,383.65	82,383.65	896,200.00	896,200.00	813,816.35	9 %
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
66000 SOLID WASTE							
105	Salaries and Wages	133.04	133.04	4,500.00	4,500.00	4,366.96	3 %
110	Payroll tax expense	0.00	0.00	400.00	400.00	400.00	0 %
111	BOD Stipend	2.50	2.50	30.00	30.00	27.50	8 %
120	Workers' Compensation	5.95	5.95	100.00	100.00	94.05	6 %
140	Payroll Tax - Medicare	1.92	1.92	400.00	400.00	398.08	0 %
165	Payroll Tax - FUTA	0.00	0.00	50.00	50.00	50.00	0 %
205	Insurance - Health	9.15	9.15	500.00	500.00	490.85	2 %
210	Insurance - Dental	0.31	0.31	50.00	50.00	49.69	1 %
215	Insurance - Vision	0.05	0.05	0.00	0.00	-0.05	*** %
225	Retirement - PERS expense	7.35	7.35	500.00	500.00	492.65	1 %
305	Operations and maintenance	1.38	1.38	200.00	200.00	198.62	1 %
310	Phone and fax expense	0.00	0.00	25.00	25.00	25.00	0 %
320	Printing and reproduction	0.00	0.00	50.00	50.00	50.00	0 %
325	Professional svcs - Accounting	68.70	68.70	150.00	150.00	81.30	46 %
327	Professional svcs - Legal (General)	23.84	23.84	5,750.00	5,750.00	5,726.16	0 %
328	Insurance - prop and liability	68.89	68.89	100.00	100.00	31.11	69 %
331	Professional Services - Legal	0.00	0.00	250.00	250.00	250.00	0 %
340	Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %
345	Mileage expense reimbursement	0.00	0.00	50.00	50.00	50.00	0 %
350	Repairs and maint - computers	7.55	7.55	50.00	50.00	42.45	15 %
375	Internet expenses	0.00	0.00	25.00	25.00	25.00	0 %
376	Webpage- Upgrade/Maint	1.00	1.00	15.00	15.00	14.00	7 %
382	Utilities - propane	0.00	0.00	50.00	50.00	50.00	0 %
384	Trash Recepticles	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
385	Dues and subscriptions	0.00	0.00	50.00	50.00	50.00	0 %
386	Education and training	0.00	0.00	250.00	250.00	250.00	0 %
393	Advertising and public notices	0.61	0.61	500.00	500.00	499.39	0 %
405	Software	0.00	0.00	50.00	50.00	50.00	0 %
410	Office Supplies	1.88	1.88	0.00	0.00	-1.88	*** %
	Account Total:	334.12	334.12	16,295.00	16,295.00	15,960.88	2 %
	Account Group Total:	334.12	334.12	16,295.00	16,295.00	15,960.88	2 %
	Fund Total:	334.12	334.12	16,295.00	16,295.00	15,960.88	2 %

Grand Total:	221,194.53	221,194.53	2,064,760.00	2,064,760.00	1,843,565.47	11 %
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Fund	Amount
20 FIRE PROTECTION DEPARTMENT	18,931.66
30 STREET LIGHTING DEPARTMENT	1,388.89
40 WASTEWATER DEPARTMENT	17,324.46
50 WATER DEPARTMENT	17,987.02
60 SOLID WASTE DEPARTMENT	152.91
Total for all Funds	55,784.94

***NOTE: Before sending the Payroll Summary Journal voucher to the Finance Application, please verify that the total of each of these three reports match: Cash Report, Payroll Summary (Gross pay + employer contributions), Payroll Expenditure Detail. There are a few exceptions to this: 1. Advances that Cross Periods; 2. WC Discount; 3. Prior Period Checks Cancelled in this Period; 4. Local Deductions with Receipt Accounting set up.



San Miguel Community Services District

Board of Directors Staff Report

August 23, 2018

AGENDA ITEM: XI-4

SUBJECT:

Discuss and consider Ordinance 01-2018, an ordinance of the San Miguel Community Services District (“District”) allowing residents to conserve water by either implementing water-efficient landscaping or eliminating the water of existing landscaping.

RECOMMENDATION:

Discuss and consider Ordinance 01-2018.

DISCUSSION:

California has recently emerged from a five-year drought. The drought brought with it new laws, in the form of the California Sustainable Groundwater Management Act, emergency declarations, and new laws affecting homeowners’ associations prohibitions against water-restricted landscaping options. At the behest of Governor Brown, state agencies adopted the Water Action Plan, in response to the then ongoing drought, in an attempt to improve the reliability and resilience of our water supplies. This plan was a roadmap for the first five years of California’s journey to sustainable water management. A major goal in achieving success is to make conservation in California a way of life.

Although Governor Brown lifted the drought state of emergency in April 2017, new legislation signed by Governor Brown in May 2018 is aimed at ensuring conservation remains a pillar of California policy. Governor Brown believes the legislation, Assembly Bill 1668, and Senate Bill 606 build upon the goals within the Water Action Plan. Although the effects of the new laws will not be felt by the District until at least 2020, the District recognizes the harm to residents when dramatic changes occur on short notice.

Even in the current 2017-2018 fiscal year, rainfall remains below average. Although the Paso Robles Basin did manage to receive 80 percent of the average annual rainfall, the Paso Robles Basin remained at 27 percent of average, until the storms of March 2018 passed through. As a

result, the District believes it is necessary to implement a new water conservation ordinance aimed at landscaping within the District.

During Governor Brown's declared drought state of emergency, homeowners' associations ("HOAs") were prohibited from fining owners for failing to water their lawns. Additionally, HOAs were prohibited from preventing the replacement of existing landscaping with low water-using landscaping, including the use of AstroTurf-like lawn surfaces. Now that the emergency has passed, HOAs may once again prohibit the installation of low water-using landscaping and require lawn watering.

Several members of the community have expressed concerns the HOAs in which they reside may decide to enforce landscaping rules again, especially against residents who did not install new landscaping but instead opted to end watering of the landscaping. This Ordinance is intended to allow greater conservation of water in the District, while prohibiting HOAs from taking actions not consistent with this Ordinance.

The District may enact such ordinances under the power of the California Constitution and Water Code section 375. Civil Code section 4205 explicitly subjects all HOA rules to the authority of local laws.

FISCAL IMPACT:

Adoption of the proposed Ordinance has little to no financial impact on the District. Potentially, a decision to not water a lawn could reduce water consumption and thus reduce income to the District; however, the rate study was based on usage during the drought and thus unlikely to have a significant impact on District revenues.

STAFF RECOMMENDATION:

Discuss and consider Ordinance No. 01-2018.

Attachments:

Ordinance No. 01-2018 – An ordinance of the San Miguel Community Services District Allowing Residents to Conserve Water by Either Implementing Water-Efficient Landscaping or Eliminating the Watering of Existing Landscaping.

PREPARED BY:

Douglas L. White, District Counsel

ORDINANCE NO. 01-2018

**AN ORDINANCE OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT
ALLOWING RESIDENTS TO CONSERVE WATER BY EITHER
IMPLEMENTING WATER-EFFICIENT LANDSCAPING OR ELIMINATING
THE WATERING OF EXISTING LANDSCAPING**

WHEREAS, on January 20, 2000, the County of San Luis Obispo Local Agency Formation Commission formed the San Miguel Community Services District (“District”) subject to the Community Services District Law, Government Code section 61000. The initial powers of the District included fire, water, sewer, and lighting.

WHEREAS, California Constitution, article X, section 2, and California Water Code section 100, provide that because of conditions prevailing in the state of California (the “State”), it is the declared policy of the State that the general welfare requires that the water resources of the State shall be put to beneficial use to the fullest extent of which they are capable, the waste or unreasonable use of water shall be prevented, and the conservation of such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and the public welfare; and

WHEREAS, pursuant to California Water Code section 106, it is the declared policy of the State that the use of water for domestic use is the highest use of water and that the next highest use is for irrigation; and

WHEREAS, pursuant to California Water Code section 375, the District is authorized to adopt and enforce a water conservation program to reduce the quantity of water used by persons within its jurisdiction for the purpose of conserving the water supplies of the District; and

WHEREAS, on April 7, 2017, Governor Brown lifted the state of emergency related to the then ongoing drought that prohibited homeowners’ associations from fining owners for a failure to maintain the vegetation or grass areas and prohibited any prohibitions against replacing such areas with low water-using plants or artificial turf; and

WHEREAS, homeowners’ associations involve a series of agreements referred to as the Covenants, Conditions, & Restrictions (“CC&Rs”) applicable to the land within the development. Section 4205 of the Civil Code explicitly renders that agreement subordinate to local laws; and

WHEREAS, residential homeowners’ associations are prohibited by Section 4735 of the Civil Code from enforcing any CC&Rs that have the effect of restricting

compliance with any limitation on the use of water adopted pursuant to Section 375 of the Water Code; and

WHEREAS, on May 31, 2018, Governor Brown signed into law both Senate Bill 606 and Assembly Bill 1668, imposing significant future reductions in water use by the citizens of the State, with specific regulation regarding rural water services, such the District, to be proposed by January 1, 2020; and

WHEREAS, because of the prevailing conditions in the State and the declared policy of the State, the District hereby finds and determines that it is necessary and appropriate for the District to promote water conservation to reduce the quantity of water used by consumers within the District to ensure that there is sufficient water for human consumption, sanitation, and fire protection; and

WHEREAS, the District Board of Directors hereby finds and determines that it is desirable to codify the rules and regulations governing its actions, and the actions of persons using and consuming water within the District, particularly during declared water shortages and water shortage emergencies, to protect the general welfare and the District's water supplies, and to reduce water consumption in accordance with the declared policies and laws of the State.

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

Section 1. Water Conservation Findings

The District Board of Directors finds and determines the following:

- A. A reliable water supply is important to the livelihood of the District.
- B. To prevent waste and ensure reasonable use of water supplied by the District and to protect and promote the public health, safety, and welfare, it is necessary and desirable to enact an ordinance to promote certain conservation options within the District.
- C. Reducing water usage through water conservation measures protects and promotes the public health, safety, and welfare, by conserving a vital resource that is subject to ever-increasing demands.
- D. California has recently experienced a historic drought which demonstrated the importance of water conservation within the State.
- E. The District is subject to ongoing litigation over ground water rights within the Paso Robles Basin, calling into question the District's right to pump water.

- F. In 2014, the State adopted its California Water Action Plan to promote sustainable water management practices.
- G. In 2018, the State adopted Assembly Bill 1668 and Senate Bill 606, both of which will result in the dramatic curtailment of indoor water use in California.
- H. In light of these action, the District adopts this water conservation ordinance to protect the health, safety, and welfare of the community.

Section 2. Exterior Landscaping

- A. It is the policy of the District to promote water conservation through promoting exterior landscape choices, whether or not there is an ongoing drought, or a declared state of emergency caused by a drought. When replacing existing vegetation or lawns, the following choices shall be permitted by this Ordinance:
 - a. The use of low water-plants in lieu of traditional landscaping. Such installations may include the use of indigenous plants native to the San Luis Obispo and Monterey County areas.
 - b. The use of artificial turf products to replace existing grassy areas.
 - c. A combination of (a) and (b).
- B. Owners may choose to conserve water by not watering their exterior landscaping, even if the result of the conservation is the browning or death of plants within the landscaping.
- C. During times of a declared drought emergency, the installation of new grassy areas or high water-use plants shall be prohibited.

Section 3. Effect on Homeowners Associations with The District

- A. The District has adopted this Ordinance pursuant to section 375 of the California Water Code. It is the intent of the District for this Ordinance to ensure the protections of Civil Code section 4735 with respect to any homeowners' associations governing documents.
- B. To the extent homeowners' associations' governing documents do not interfere with compliance with this Ordinance, the District does not intend to interfere with those architectural or landscaping guidelines.



San Miguel Community Services District Board of Directors

Staff Report

August 23rd, 2018

AGENDA ITEM: XI-5

SUBJECT: Consider approval of Resolution No 2018-27 authorizing Fire Chief to accept a 50% matching grant from Volunteer Firefighter Assistance Grants

STAFF RECOMMENDATION:

Staff recommends that the Board approve **Resolution No 2018-27** authorizing the Fire Chief to accept a 50% matching grant from Volunteer Firefighter Assistance Grant Program.

DISCUSSION:

The annual grant program from Volunteer Firefighter Assistance (VFA) is a 50% matching grant to aid small fire departments in purchasing personal protective equipment, radios, wildland fire equipment and to aid in fire prevention activities. The fire department has applied for and received funding from this grant program in prior years. We have received structure turnouts, wildland turnouts, and a skid mounted pump for Engine 8668, among other things, through this grant program.

This year, the District applied for a grant to purchase structural turnouts, and training classes, which would be a total project cost of \$40,000. The District portion would be 50% or \$20,000. The District's portion is proposed to come from Fire operations budget.

The Board authorized the Fire Chief to apply for this grant and now that VFA has awarded the grant the Board needs to authorize the Fire Chief to accept the approved grant.

FISCAL IMPACT:

The VFA will pay up to 50% of the Cost the equipment purchased, up to \$20,000; the District is responsible for the balance which is accounted for in the approved operations budget

PREPARED BY:

Kelly Dodds

Assistant Fire Chief

Attachments: **Resolution No 2018-27**

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

P.O. Box 944246
SACRAMENTO, CA 94244-2460
Website: www.fire.ca.gov
(916) 653-7772



July 23, 2018

San Miguel CSD/ Fire Department
Po Box 180
San Miguel CA, 93451
ATTN: Kelly Dodds

Dear Assistant Fire Chief Kelly Dodds,

Congratulations! San Miguel CSD/ Fire Department's 2018 Volunteer Fire Assistance (VFA) application has been selected for funding in the amount of \$20,000.00. Please be aware that due to the number of applications CAL FIRE received this year, we may have reduced your funding so that we could use the federal funds to the fullest.

Enclosed is your VFA Agreement 7FG18098 package to be completed and **returned to me no later than December 1, 2018** or the award will be forfeited. The package includes Instructions/Checklist, your department's VFA Agreement to be completed, your approved VFA award application, a copy of the CAL FIRE Board of Resolution template (if needed), the STD. 204 form with sample, and the AD 1048 form with sample. It is important that you read and follow the instructions carefully.

DO NOT purchase any items and or do any work until you receive a fully executed agreement signed by CAL FIRE with a letter advising you that you may purchase the items and /or begin work. Any items purchased and/or work done prior to the *last* CAL FIRE signature date will not be reimbursable.

If your governing body chooses not to accept the award, or your department cannot use any portion of the award, please notify me as soon as possible. This will enable us to reallocate the funds to another fire department.

Utilize the 2018 VFA Procedural Guide for important dates and instructions.

If you have any questions you may call me at (916) 653-3649 or email at Megan.Esfandiary@fire.ca.gov.

Sincerely,

Megan Esfandiary
Grant Analyst
Grants Management Unit



CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION
APPLICATION FOR FUNDING
COOPERATIVE FORESTRY ASSISTANCE ACT OF 1978
VOLUNTEER FIRE ASSISTANCE (VFA) PROGRAM
Agreement #7FG 18098



A. DEPARTMENT/ORGANIZATION:

Organization Name :

Contact's First Name : Contact's Last Name :

Street Address :

Mailing Address :

City : County : Zip Code :

State : CAL FIRE Unit :

Phone Number : Email Address :

DUNS Number : To check to see what your DUNS number is, or to apply for one, please go to:
<https://iupdate.dnb.com/iUpdate/companylookup.htm>

B. AREA TO BE SERVED BY AWARD (Include areas covered by contract or written mutual aid agreements).

Number of Communities : Area : sq. miles Congressional District # :

Population : Annual Budget :

Latitude N ° ' " Longitude W ° ' "

Latitude must be between 32 and 42 degrees. Longitude must be between 114 and 125 degrees. Latitude and Longitude minutes and seconds must be between 0 and 60. Use a central point in the Applicant's service area for the general area covered by the project.

All projects **must** have a project area.

C. ACTIVITY : Annual number of emergency incidents.

Fire : + EMS : + Other : = **TOTAL : 353**

D. INDIAN TRIBAL COMMUNITY (If project includes an Indian Tribal Community, please provide) :

Population : Size (acres) : # of structures : Distance to nearest fire station (miles) :

CAL FIRE USE ONLY (Formula-driven)		
Project Total Cost	\$40,000.00	TOTAL APPLICATION REQUEST (up to 50% \$500 minimum \$20,000 maximum)
		\$20,000.00
AMOUNT FUNDED FOR THIS AGREEMENT		<input type="text" value="20,000.00"/>

E. Proposed Project (List individual items for funding. Please put in funding priority order) :

	Type	Item	Quantity	Unit Cost	Item Total
1.	Safety - Structural	Structural Turnouts	10	\$2,950.00	\$29,500.00
2.	Training	Driver Training 1A	10	\$350.00	\$3,500.00
3.	Training	Driver Training 1B	10	\$350.00	\$3,500.00
4.	Training	Firing S-219	10	\$350.00	\$3,500.00
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					

F. CAL FIRE USE ONLY (Formula-Driven) PROJECT TOTAL COST: \$40,000.00

G. ADDITIONAL INFORMATION 1. Briefly describe the area to be served: fire protection system, water system, equipment, facilities, staffing, hazards, etc. and purpose of proposed project. 2. How will the request(s) maintain or bring your organization into compliance with NFPA 1977 : Limited to space below.

The San Miguel Fire Department is a volunteer/ paid call department which serves an economically depressed community encompassing approximately 5.8 square miles and 2600 people. We regularly provide automatic and mutual aid to Paso Robles, Camp Roberts, and the surrounding rural areas within San Luis Obispo County and Monterey County. San Miguel is the northern most community San Luis Obispo County bordered by Highway 101 on the West, transected by the Union Pacific Railroad as well as the Salinas river, and surrounded on three sides by SRA. The fire department has three engines, one type 1 one type 2/3 and one type 7. All which are housed at a single station. With an average of 18 firefighters, a quarter time Fire Chief, quarter time Assistant Fire Chief, and part time Fire Prevention officer. The department responded to 353 calls in 2017 which was up 16% from 2016. In 2015 our department received a grant to replace structure turnouts, which at the time were 10-11 years old or older, we are seeking another grant to replace additional structure turnouts as well as to provide essential training to firefighters. Because of very tight budgets we cannot afford to purchase these needed items without taking the funds away from something else that is equally important. All the items requested will increase firefighter safety and our ability to assist other local, county and state agencies on emergency incidents.

In addition to the original request(s), Applicants may list alternative projects for excess or unused funds, which the State will review during the initial application process. The State will determine which of the Applicant's projects are eligible for funding if excess or unused funds become available. Upon advanced written approval by the State, the applicant may use additional/excess funding up to the contract maximum amount to purchase State approved items in listed order of priority on their application.

Deviations from the original application are considered an amendment and require prior approval before the amended expenditures can be made.

The funds will be only for those projects accomplished and/or items purchased between Agreement Approval Date and June 30, 2019. The Recipient agrees to provide CAL FIRE with itemized documentation of the Agreement project expenditures and bill CAL FIRE as soon as the project is complete, but no later than September 1, 2019.

The Recipient gives CAL FIRE or any authorized representative access to examine all records, books, papers, or documents relating to the Agreement. The Recipient shall hold harmless CAL FIRE and its employees for any liability or injury suffered through the use of property or equipment acquired under this Agreement. The applicant certifies that to the best of applicant's knowledge and belief, the data in this application is true.

I certify that the above and attached information is true and correct:



Original Signature Required: Grantee's Authorized Representative

5/5/18

Date Signed

Printed Name

Kelly Dodds

Title

Assistant Fire Chief

Executed on: May 5, 2018

Date

at San Miguel, CA

City

Organization Name : San Miguel CSD/ Fire Department

**Grant Assurances
for
Cooperative Forestry Assistance Act of 1978
Volunteer Fire Assistance (VFA)**

Organization Name : San Miguel CSD/ Fire Department

Contact's First Name : Kelly

Contact's Last Name : Dodds

Street Address : 1150 Mission Street

Mailing Address : Po Box 180

City : San Miguel

County : San Luis Obispo

Zip Code : 93451

State : California

CAL FIRE Unit : SLU - San Luis Obispo Unit

Phone Number : 8054673300

Email Address : kdodds@sanmiguelcsd.org

DUNS Number : 109973839

To check to see what your DUNS number is, or to apply for one, please go to:
<https://iupdate.dnb.com/iUpdate/companylookup.htm>

As the duly authorized representative of the applicant, I certify that the applicant named above:

1. Has the legal authority to apply for the Volunteer Fire Assistance grant, of the Cooperative Forestry Assistance Act of 1978 and has the institutional, managerial and financial capability to ensure proper planning, management and completion of the grant.
2. Will assure that grant funds are used only for items requested and approved in the application.
3. Assures that all wildland fire response employees (full-time, part-time or volunteer) are fully equipped with appropriate wildland fire response personal protective equipment that meets NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, and are trained to a proficient level in the use of the personal protective equipment. Wildland fire suppression safety clothing and equipment includes :
 - Safety helmet
 - Goggles
 - Ear Protection
 - Fire-resistant (i.e. Nomex) hood, shroud, or equivalent face and neck protection
 - Fire-resistant (i.e. Nomex) shirt and pants
 - Gloves
 - Safety work boots
 - Wildland fire shelter
 - Communications Equipment
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have a family, business or other ties.
6. Will comply with all applicable requirements of all other Federal laws, Executive orders, regulations, Program and Administrative requirements, policies and other requirements governing this program.
7. Will comply with USDA Forest Service Civil Rights requirements. See Forest Service Civil Rights literature [here](#).
8. Understands that failure to comply with any of the above assurances may result in suspension, termination or reduction of grant funds.


Organization Name : San Miguel CSD/ Fire Department

In compliance with NFPA 1977 and trained in the use of Wildland PPE.

Not in compliance with NFPA 1977 but applying for grant funding to purchase Wildland PPE and/or provide required training.

The undersigned represents that he/she is authorized by the above named applicant to enter into this agreement for and on behalf of the said applicant.

Printed Name of Authorized Agent :

Signature of Authorized Agent : 

Title of Authorized Agent :

Date :

Submit this completed application electronically to: CALFIRE.Grants@fire.ca.gov In addition, print this application , sign and date and mail to:
CAL FIRE
ATTN: Megan Esfandiary , Grants Management Unit
P.O. Box 944246
Sacramento, CA 94244-2460
Hard copy must be postmarked by May 11, 2018.
Electronic copy must be submitted by May 11, 2018 at 11:59pm.

**BEFORE THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA**

IN THE MATTER OF:

Resolution Number: 2018-27

Approving the Department of Forestry and Fire Protection Agreement #7FG18098 for services from the date of last signatory on page 6 of the Agreement to June 30, 2019 under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

BE IT RESOLVED by the Board of Directors of the San Miguel CSD/ Fire Department, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 6 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2018-19 up to and no more than the amount of **\$20,000**.

BE IT FURTHER RESOLVED that Rob Roberson, Fire Chief of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the San Miguel CSD/ Fire Department.

The foregoing resolution was duly passed and adopted by the Board of Directors of the San Miguel CSD/Fire Department, at a regular meeting thereof, held on the 23rd day of August 2018, by the following vote:

AYES:

Signature, Board President

NAYS:

John Green, Board President

ABSENT:

Printed Name and Title

Signature, Interim General Manager

Rob Roberson, Interim General Manager
Printed Name and Title

-----**CERTIFICATION OF RESOLUTION**-----

ATTEST:

I Tamara Parent, Clerk of the San Miguel Community Services District, County of San Luis Obispo California do hereby certify that this is a true and correct copy of the original Resolution Number 2018-27

WITNESS MY HAND OR THE SEAL OF THE _____, on this _____ day of _____, _____.

**OFFICIAL SEAL
OR NOTARY CERTIFICATON**

Signature

Title and Name of Local Agency