



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President

Anthony Kalvans, Director

Gib Buckman, Director

Larry Reuck, Vice President

Travis Dawes, Director

THURSDAY, APRIL 28, 2016

6:00 P.M.

BOARD OF DIRECTORS SPECIAL AND 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 the 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: 6:00 PM**
- II. Pledge of Allegiance: Director Buckman**
- III. Roll Call:**
- IV. Adoption of Special and Regular Meeting Agendas**

V. 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.

VI. ADJOURN TO CLOSED SESSION:

A. CLOSED SESSION AGENDA:

1. CONFERENCE WITH DISTRICT GENERAL COUNSEL—Existing Litigation

Pursuant to Government Code Section 54956.9 (d) (1)

Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and **Case:** *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*

2. CONFERENCE WITH DISTRICT GENERAL COUNSEL—Anticipated Litigation

Pursuant to Government Code Section 54956.7 (2) (d) (2 cases)

B. RECONVENE TO OPEN SESSION

C. REPORT OUT OF CLOSED SESSION

3. Report out of Closed Session by District General Counsel

VII. Call to Order for Regular Board Meeting (estimated to be 7:00 pm)

VIII. Special Presentation – Paso Robles Area Power Connect Project (estimated 10-15 minutes)

IX. Public Comment and Communications:

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.

X. Staff & Committee Reports – Receive & File:

Non-District 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 | No Report |

District Staff & Committee Reports:

- | | |
|--|-------------------------|
| 6. General Manager (Mr. Gentry) | Verbal |
| 7. District General Counsel (Attorney White) | Verbal |
| 8. Utility Supervisor - (Mr. Dodds) | Written Report Attached |

- | | | | |
|-----|-------------------------------------|---------------------------|-------------------------|
| 9. | Fire Chief | (Chief Roberson) | Written Report Attached |
| 10. | District Engineer | (Mr. Tanaka) | Written Report Attached |
| 11. | Finance/Budget Committee | (Director Dawes, Chair) | Written Report Attached |
| 12. | Organization/Personnel Committee | (Director Green, Chair) | No April Meeting |
| 13. | Equipment & Facilities Committee | (Director Kalvans, Chair) | No April Meeting |
| 14. | Water Conservation Ad-Hoc Committee | (Director Kalvans, Chair) | Verbal |
| 15. | Water Resources Advisory Committee | (Director Kalvans, Rep) | Verbal |

XI. CONSENT ITEMS:

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.

- 16. Board Minutes:
 - 16 a. Approval of Special and Regular Board Meeting Minutes for March 24, 2016
 - 16 b. Approval of Special and Regular Board Meeting Minutes for April 8, 2016

- 17. Review and Discuss Finance & Budget Committee recommendation to approve February and March 2016 YTD and Monthly Financial Reports with Treasurer’s and Quarterly Investment Reports

- 18. Consider a Request to Nominate a Board Member or General Manager for CSDA Board of Director Election to Seat B for the term 2017-19.

- 19. Adopt **Resolution No. 2016-18** ratifying the Board’s March 24th approval of job reclassifications for 2 District employees and authorizing a change in compensation for said job reclassifications

XII. BOARD ACTION ITEMS:

- 20. Consider and Discuss a Presentation by Energy Watch of District Energy Audit Report for Energy/Cost Reduction Opportunities and Improving Operational Efficiencies

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors receive and file Report. Also provide direction to Staff regarding further action or items to bring back for future Board consideration.

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

M _____ S _____ V _____

- 21. Review and Discuss approving proposed I T interim service improvement agreement

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors approve a Finance & Budget Committee recommendation to enter into an interim service agreement with Allen Mapalo for ongoing I T services.

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

M _____ S _____ V _____

22. Review and Discuss a Presentation and Report by District Engineer on Machado WWTP Loading Assessment Study Findings

STAFF RECOMMENDATION:

Review and Discuss Machado WWTP Loading Assessment Findings and Recommendations

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

M _____ S _____ V _____

23. Review and Discuss a Report by District General Counsel of Analysis of Interest Owed and Related to Inter-fund Loan Repayment

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors accept and file a General Counsel report and analysis of interest owed related to an inter fund loan repayment and provide direction to Staff

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

M _____ S _____ V _____

24. Review and Discuss a report to Declaring Hazardous Weeds a Public Nuisance within the San Miguel Community Services District

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors approve and adopt **Resolution No 2016-19** declaring hazardous weeds a public nuisance within the San Miguel Community Services District and direct staff to proceed with mailing notices to abate

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

M _____ S _____ V _____

XIII. 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.

XIV. ADJOURNMENT

Time: _____

ATTEST:

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

I, Tamara Parent, Account Clerk of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on April 21, 2016.

Date: April 21, 2016

Tamara Parent

Tamara Parent, Account Clerk

SAN MIGUEL COMMUNITY SERVICES DISTRICT

AGENDA ITEM# X.8

UTILITY REPORT

Well Status:

MCL = maximum contaminate level ----- ppb = parts per billion ----- ppm = parts per million

- SLT well Arsenic levels are 9 ppb; MCL is 10 ppb Sampled 4/4/16
- SLT well Nitrate levels are 4.8 ppb; MCL is 45 ppb Sampled 4/4/16
- Arsenic levels on Oak Drive are 5 ppb; MCL is 10 ppb Sampled 4/4/16
- Well 3 and 4 are both in operation.
- Well 4 water static level 79.9 4/15/16
- SLT Water static level 166.40' 10/20/15

Water System status:

Water leaks this month: 0 This year: 0

Water related calls through the alarm company after hours this month: 1 this Year: 9

- SLT Well is being run to system, blending in the Terrace Tank. Current trending is shown in chart attached.

Sewer System status:

Sewer overflows this month: 0 this year: 0

Sewer related calls through the alarm company this month: 1 this Year: 3

- Continuing to work on SSMP (Sewer System Management Plan) audit corrections

WWTP status:

- SOP's (Standard Operating Procedures) and O&M (Operation and Maintenance) manuals for the plant are being updated and developed to comply with our SSMP
- Evaluation study completed for treatment plant loading , report is being scheduled for review by committee

Lighting status:

Project status:

- Continuing raising valves and manholes around town.

SCADA progress:

- Submittals were approved and our system is being constructed – tentative on site work will be started April 26, to be fully transitioned by May 16

Grants/ funding:

- CDBG for blending line for the SLT well. Finalizing requirements with county

- CDBG grant proposal to County for Hydrant replacements Contract was awarded to Whitaker Construction, Construction started 2/16/16 and was completed 2/29/16 finalizing paperwork with the county and Whitaker

Development:

Currently working with;

- Tract 2637 (Nino--60 lots) All phases of infrastructure has been installed and inspected. Phase 2-3 home construction should be started in the next couple months. (no update)
- Tract 2647 (Hastings--12 Lots) Infrastructure is complete development is selling individual lots. (no update)
- Tract 2710 (Peoples Self help Housing-24 Lots) Started to install sewer and water lines, Major grading is nearly complete Will begin testing water and sewer lines Project is stalled due to other projects underway with the contractor
- Tract 2527 (Peoples Self help Housing – 60 lots) –submissions received and being reviewed for the required lift station. Construction estimated to begin next Spring
- Tract 2779 (Fortune Co. - 34 lots) – revised plans have been submitted to the county. (no update)
- Tract 2723 (Wittstrom – 37 Lots) – Will serve is expired and they want to get a new will serve and update information. (no update)
- 968 L street – 4 unit development – a preliminary will serve was issued and we are waiting on complete set of plans
- 972 K street – commercial – a preliminary will serve was issued and we are waiting on complete set of plans

Potential development:

- 965 L street – 4 unit development – Information is being requested for an expired project
- 1010 L street Single Family home – Plans have been submitted and approved, no timeline for construction. – (no update)
- 1222 N street – 22 unit development – (no update)

San Miguel Community Cleanup:

- Chipping has been suspended until further notice
- Community Cleanup will be scheduled for July

SLO County in San Miguel:

- The county is moving ahead on the San Miguel Park improvements and expansion. – Met with county planning and discussed preliminary plans and concerns (no update)

Caltrans in San Miguel:

- Caltrans is underway on improvements to the HWY 101 corridor

Rain in San Miguel:

Calendar year as measured at our WWTP

2014 total	14.25"
2015 total	5"
1/4-10/16	2"
1/18-19/16	.75"
1/31/16	.75"
2/17/16	Not measureable
3/4-6/16	1.5"
3/7-15/16	2.25"
2016 total	7.25"

PREPARED BY:

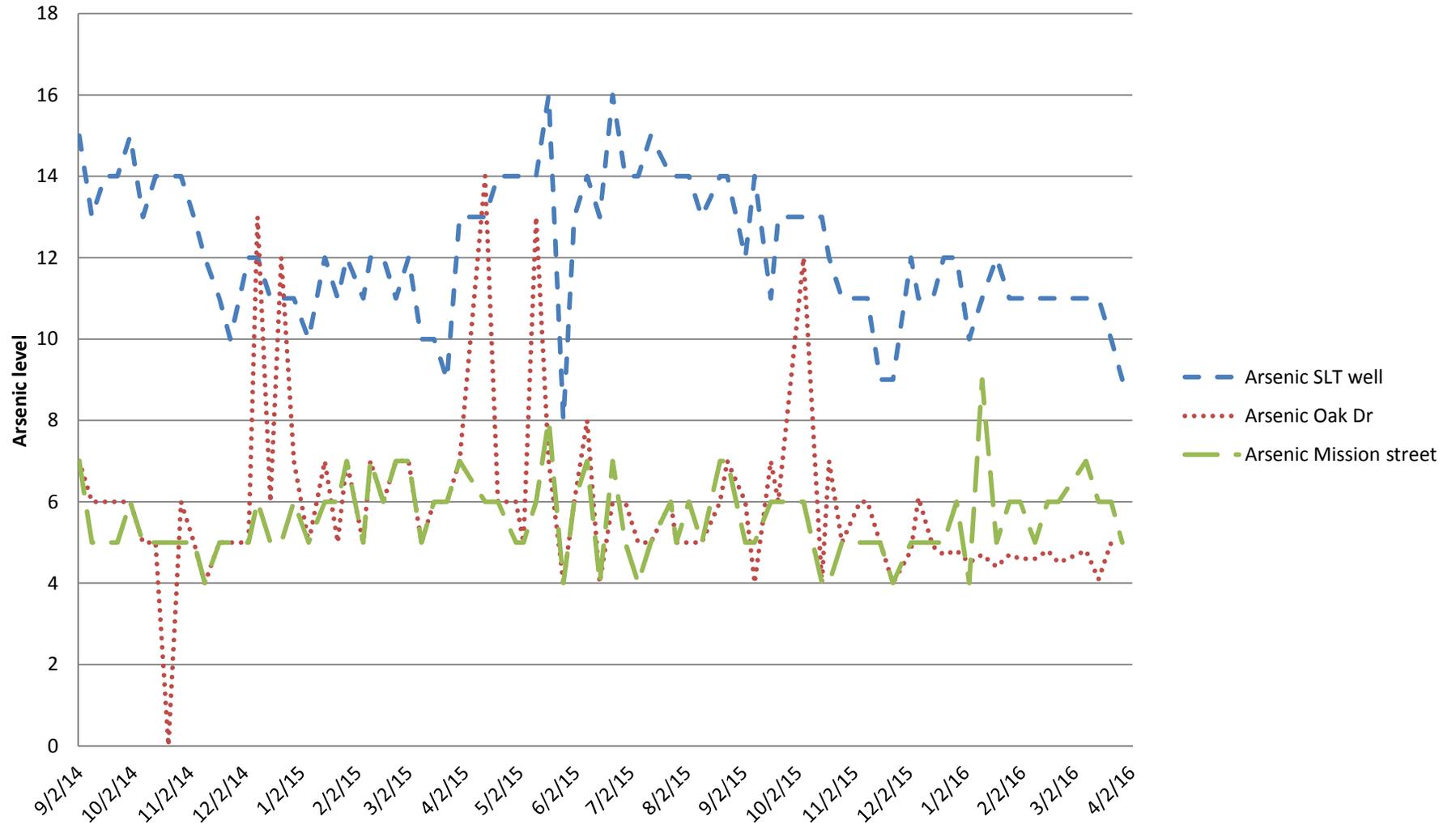
Kelly Dodds
Kelly Dodds
Utility Supervisor

APPROVED BY:

Darrell Gentry
Darrell W. Gentry
General Manager

Date: April 18, 2016

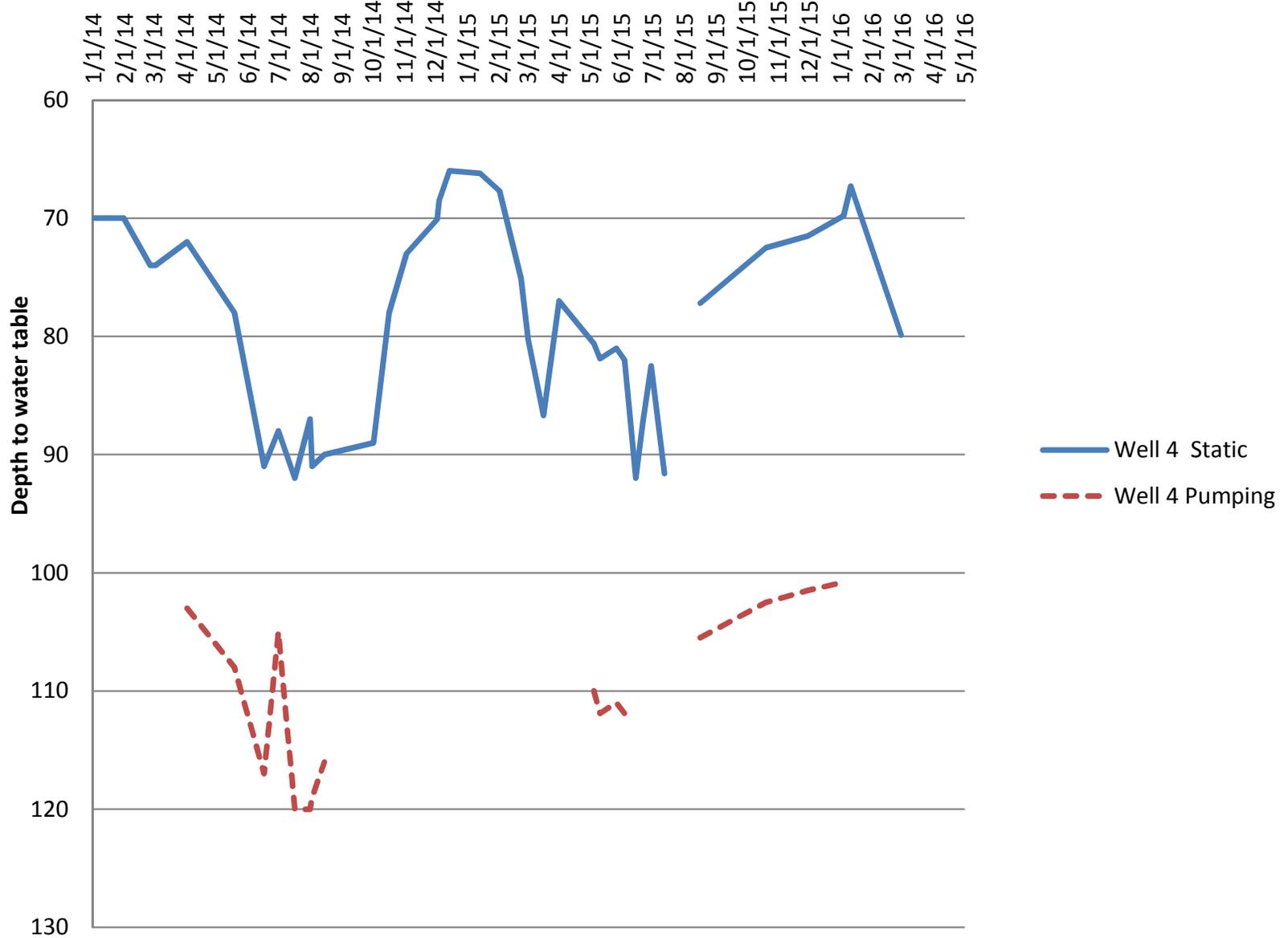
Arsenic Trending



4/18/2016

San Miguel CSD

Well 4 water table trending





San Miguel Community Services District Board of Directors Meeting

Staff Report

April 28, 2016

AGENDA ITEM: X 9

SUBJECT: Fire Chief Report for March 2016

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

INCIDENTS:

Total Incidents for March 24

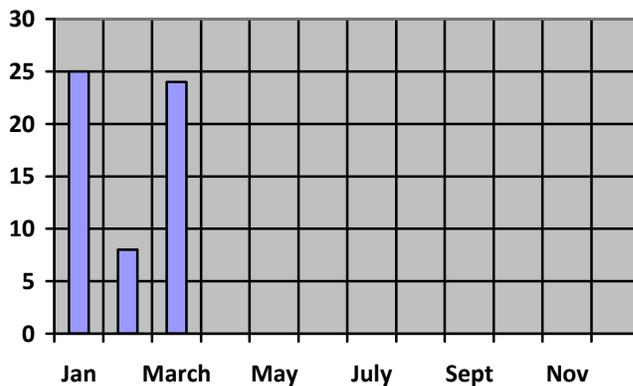
Time of Day

0800 to 1800	50 %	District calls	15	62%
1800 to 0000	37%	Mutual aid calls	9	37%
0000 to 0800	16%	Assist Camp Roberts	3	12%

Emergency Response Man Hours	64	2016 total	184
Stand-By Man Hours	48		<u>100</u>
			284

Emergency Response Man Hours per Call = 2.6 hr.
Stand-By Average per Call = 2 hr.

Calls per Month / Year to date total 57



Response Breakdown by %

For **57** calls for 3 Months in 2016

District Calls	68%
Mutual Aid	32%
XX	
Structure fires	3%
Wildland Fires	0%
Vehicle Fires	1%
Misc. fire	1%
Illegal Burn	1%
Vehicle Accidents	12%
False Alarms	7%
Haz Condition	0%
Haz Mat	1%
Stand by	0%
PSA	0%
Medical Aids	79%

Personnel:

1 Chief
1 Assistant Chief

We currently have 19 active members.

4 Fire Captains
2 Engineers
10 Firefighters
0 new recruits
2 Explorers

Equipment:

- All equipment is in service.
- 3/11 Ladders were tested and all passed
- 4/1 E-8696, E-8687 pump test and passed

Activities:

March

<u>Date</u>	<u>Subject matter</u>	
1	Hose Loads and Pulls, Small and Large Lines	
8	Hose Loads and Pulls	
15	Vehicle Fires Attack	
22	Association Meeting	
<u>Date</u>	<u>Other activities</u>	<u>Time</u>

April

<u>Date</u>	<u>Subject matter</u>	
5	Medical Assessment	
12	Search and Rescue	
19	Tools and Equipment Set up / Lights, Ventilation, Rescue	
26	Association Meeting	
<u>Date</u>	<u>Other activities</u>	<u>Time</u>
9	Clean up	0800-1200
23	Sagebrush Day's Parade	0900-1200

Information:

Fire season starts April 18th, Fire aircraft will be on duty April 25th

Prepared By:

Rob Roberson

Rob Roberson, Chief

Approved By:

Darrell W. Gentry

Darrell W. Gentry, GM

SAN MIGUEL FIRE DEPARTMENT 2016 RESPONSES

X-9

	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		TOTAL	
	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid
Structure Fires	0	0	0	1	1	0																			1	1
Veg. Fires	0	0	0	0	0	0																			0	0
Vehicle Fires	0	1	0	0	0	0																			0	1
Misc. Fires	1	0	0	0	0	0																			1	0
Illegal Burning	0	0	0	0	1	0																			1	0
Vehicle Accidents	1	1	1	0	1	2																			3	4
False Alarms	2	0	0	0	1	1																			3	1
Hazardous Condition	0	0	0	0	0	0																			0	0
Hazardous Materials	0	0	0	0	1	0																			1	0
Standby	0	0	0	0	0	0																			0	0
Pub.Svc.Asst.	0	0	0	0	0	0																			0	0
Medical Aids	15	4	4	2	10	6																			29	16
Call TOTALS	19	6	5	3	15	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	39	18
	25		8		24		0		0		0		0		0		0		0		0		0		57	
<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
Mutual Aid SLO/Mon.	6	0	1	1	9	0	0	0															0	0	17	0
Camp Bob Asst.	0	0	0	0	3	0															0	0			3	0
Average Calls Per	<i>Month</i>		19.0	<i>Day</i>		0.6	<i>SLO Co. MA</i>				16		<i>Montrey Co. MA</i>		1		<i>CPR TOTAL</i>				0					

Fire Equipment 2016 Mileage / Fuel Report

X. 9-3

Mileage/ Fuel	January		February		March		April		May		June		Total		Avg. MPG
	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
Diesel															
E-8696	106	19.5	70	11	144	35.4							320	65.9	4.9
E-8687	39	15	12	8	80	24							131	47	2.8
E-8668	18	0	44	7.8	64	8							126	15.8	8.0
6 Month Total												577	128.7	4.5	
Gas															
U-8630	468	37.95	330	19.9									798	57.85	13.8
C-8600	592	46.4	335	31	420	51.1							1347	128.5	10.5
6 Month Total												2145	186.4	11.5	

Mileage / Fuel	July		August		September		October		November		December		Total		Avg. MPG
	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
Diesel															
E-8696													320	65.9	4.9
E-8687													131	47	2.8
E-8668													126	15.8	8.0
6 Month Total												577	128.7	4.5	
Gas															
U-8630													798	57.85	13.8
C-8600													1347	128.5	10.5
6 Month Total												2145	186.4	11.5	

YTD 2016 Total	mi.	gal.	Avg. MPG
Diesel	1154	257.4	4.5
Gas	4290	372.7	11.5

**MONTHLY DISTRICT ENGINEER'S REPORT
March 2016**

DATE: April 28, 2016
TO: Board of Directors
FROM: Steven G. Tanaka, P.E.
SUBJECT: Monthly District Engineer's Report – March 2016

SUMMARY OF ACTIVE PROJECTS

1. Salt & Nutrient Management Plan
2. Water Well Quality/Radioactivity
3. Sewer System Management Plan (SSMP) Audit
4. Wastewater Treatment Plant Evaluation
5. Capital Improvements Planning
6. San Miguel Park
7. 2015 CDBG Grant Cycle
8. 2016 CDBG Grant Cycle
9. CDBG – Fire Hydrant Replacements
10. Active Will Serves, Plan Checks and Inspections:
 - a. Butterfield Downtown Mixed Use
 - b. Mission Garden Estates - 60 Single Family Residential (SFR) Units
 - c. Nino (formerly Ritter) – Tract 2637, River Road
 - d. People's Self Help, Tract 2710
 - e. Arciero (formerly Stuntman) Tract 2750
 - f. Hasting Family Trust, Tract 2647
8. Inactive Will Serves
 - g. Wittstrom – 38 SFR Units
 - h. Paulo Pecora Laundromat and Retail, 1143 Mission Street

DISCUSSION:

1. **Salt & Nutrient Management Plan (S&NMP)**. The final S&NMP was submitted by the City of Paso Robles to the Regional Board on 5/13/15, fulfilling this region's requirements of the State's recycled water policy. This document is intended to be a working document that adapts over time as the groundwater basin changes. It is anticipated that this Plan will be incorporated into a future Groundwater Sustainability Plan required by the recently enacted Sustainable Groundwater Management Act. A full hard copy of this document will be forthcoming from the City of Paso Robles in the near future. ***No change from prior report.***

2. **Water Well Quality/Radioactivity.** Re-testing of radioactivity levels in Wells 3 and 4 indicate compliance with primary drinking water standards, and State Division of Drinking Water (formerly California Department of Public Health (CDPH)) acknowledged keeping the wells in service. Although the re-testing yielded positive results in this regard, it is a reminder that radioactivity levels in both wells will continue to be a growing concern over the coming years. ***No change from prior report.***
3. **SSMP Update (2015) and Audit (2016).** District Engineer completed the bi-annual SSMP audit with staff in 2014, and the final audit report was transmitted to the General Manager. The audit has been on file at the District office. This audit is required every two years. The audit does not require adoption/certification by the Board, but must remain on file at the District's office. The Board has been advised that in 2015, the State Board requires that an updated SSMP be prepared. In March 2015, DE provided staff with a proposal to prepare the SSMP update. This Update was due August 2015. It is now recommended that the 2016 audit, and the SSMP update, be prepared in conjunction with one another, no later than by August 2016. Staff has been reviewing this with the E&F committee for further consideration. ***No change from prior report.***
4. **Wastewater Treatment Plant Evaluation.** In November 2015, staff completed the sampling recommended by the DE. DE prepared the evaluation of the WWTP performance (submitted January 2016). This draft report is being presented at this month's Board meeting.
5. **Capital Improvements Planning.** DE and staff met on December 15, 2015, to discuss various water and sewer system capital improvement projects anticipated for the coming years. Based on this meeting, DE and staff prepared a CIP memorandum, laying out general recommendations for upcoming needed CIPs in the coming years. This report has been reviewed by utilities staff, and now is currently being reviewed by the General Manager. It is expected that this report will be presented at an upcoming committee meeting. ***No change from prior report.***
6. **San Miguel Park.** The County and Wallace Group Design team continue moving forward with Park design activities. A draft 50% design package is anticipated to be submitted to the County in April 2016. Construction is projected to start summer 2016, around August. ***No change from prior report.***
7. **2015 CDBG Grant Cycle.** Staff submitted one application (SLT well blending piping to tank) for possible grant funding consideration by the County, and addressed the Board of Supervisors at the 10/23/14 public hearing to express the District's needs for various infrastructure projects. County has indicated that this Project will be funded through CDBG grant funds. DE submitted a letter proposal to District staff a letter proposal in early December 2015 for professional services. Staff is in the process of acquiring services for a biologist and archaeologist to address CEQA/NEPA requirements. ***No change from prior report.***
8. **2016 CDBG Grant Cycle.** A needs workshop was conducted on 9/8/15 by the County Planning staff, to hear from various project proponents seeking CDBG grant funds during

this cycle. General Manager attended this meeting. The District should consider submitting applications for additional CDBG funds for various water/sewer related improvement projects. District Staff and DE will discuss and identify potential projects to pursue grant funding. **No change from prior report.**

9. **CDBG – Fire Hydrant Replacements.** The project was awarded to Whitaker Construction. The physical work is complete, and District staff is in the process of closing out the Project.
10. **Active Will Serves.** The following is a summary of the active “Will Serves” staff is currently reviewing, or Inspecting during Construction:
 - a) **Butterfield Downtown Mixed Use.** Butterfield submitted plans for a mixed use project on Mission Street. Staff conducted preliminary review of the plans, and met with Mr. Butterfield to discuss the project. Final plan check comments were issued in November 2009, and District Staff/District Engineer and Fire Chief signed and approved the plans at that time. Recent discussions with the Developer indicate the possibility that early phases of the Project may be moving forward in the near future. If so, District Staff will issue a new preliminary will-serve letter for the Development, and will conduct a re-review of the plans since nearly 3 years has elapsed since approval of the prior plans. **No change from prior report.**
 - b) **Mission Garden Estates.** In December, staff and DE reviewed the updated plans for the sewer lift station, and provided the Developer's engineer (North Coast Engineering) with comments, that must be addressed prior to approval. In February, staff and DE reviewed the lift station submittal provided by ROMTEC and North Coast Engineering, and offered final comments to be addressed. **No change from prior report.**
 - c) **Nino (formerly Ritter).** This Development Project, Tract 2637, is complete with Phase 1 of utility improvements, and the District has accepted the work. See Utilities Supervisor report on the status of this Project. Phase 1 work has been completed, and record drawings have been received. **No change from prior report.**
 - d) **People's Self Help (Tract 2710).** Updated plans have been received, and the first plan check of these updated plans was completed in January 2014. Updated plans were received, and Plan Check No. 2 was reviewed and deemed acceptable. DE will sign off on the plans once they are received by the Developer's Engineer. **No change from prior report.**
 - e) **Arciero (formerly Stuntman) Tract 2750.** See Utilities Supervisor report on the status of this Project. The final home is being constructed at this time, and is nearing overall project completion. **No change from prior report.**
 - f) **Hasting Family Trust, Tract 2647.** Development construction is in progress. At this point, it appears that site grading is on-going. Schedule for work on the water main construction and tie-in to River Road will be forthcoming. **No change from prior report.**



SAN MIGUEL COMMUNITY SERVICES DISTRICT FINANCE & BUDGET COMMITTEE

MEETING SUMMARY NOTES

For Friday, April 15, 2016 – 8:30 am

I. Called to Order at 8:39 a.m. by Chair Dawes

II. Pledge of Allegiance

**III. Roll Call – Director Buckman – Present
Director Reuck – Absent**

IV. Public Comment – None

V. AGENDA

1. Review and Discuss proposed IT service improvement and associated costs presentation

Staff gave a brief report to Committee to supplement the submitted written report in packet. General Manager reported two key issues confronting District over present I T services for Committee discussion. Chair Dawes asked if questions could be asked along the way. GM and Mr. Mapalo answered yes, it would be helpful.

System security and present equipment conditions were the two key issues to discuss in addition to hearing a presentation and proposal for securing new I T services that could be short-term assistance to the District, especially for any bid solicitation process and for short term fixes assistance as needed.

General Manager introduced and asked Mr. Mapalo to make a presentation to the Committee regarding such short term I T assistance and an initial assessment of needs. Mr. Mapalo described his initial but not complete assessment of system needs emphasizing the immediate needs for equipment replacement, improving the environmental conditions of the computer room as well as adequately securing the room access. He described the level of service offered as “white hat” certification and detailed personal certifications and licenses. His ability to provide 24/7 service remotely via District approved protocols and procedures as well as ability to assist District with formulating a long term approach to computer system needs.

Mr. Mapalo indicated the computer access lacks security and improved temperature controlled conditions, much too hot upstairs. Equipment is sensitive to heat conditions which can cause malfunctioning equipment.

Mr. Director Dawes as about server storage capacity of client based vs. solid state. Mapalo replied the difference is performance based on client needs. Director Buckman asked about how big a room would be needed for housing the computer system equipment. It was explained that room size is not as important as temperature controlled environments

Laverne Buckman asked about what is meant by environment as it relates to equipment. Mr. Mapalo explained that environment means room conditions as well as “end of life” by hardware manufacturers, such as the one server unit located upstairs which has licenses that have expired in 2013. This means that the chance of malfunctioning equipment is higher. A crash of that server unit would be disastrous for district operations.

Director Dawes asked about comparison between systems vs. individual servers. Mr. Mapalo explained the difference in terminal vs. client based.

Committee made a unanimous recommendation to advance a short term for immediate services and an agreement to the Board and to include bid assistance to District staff as may be needed, such as SCADA and timekeeping systems interconnections, as applicable.

Committee adjourned for short break at 9:39 AM.

Committee Chair called meeting back to order at 9:46 AM.

2. Review and Discuss bid specifications for RFP solicitation of office copier/printer replacement

Staff presented a report on bid specifications, shown in Exhibit A attached with written report, previously used to solicit office copier/printer replacement bids as requested by Committee. General Manager stated revisions discussed at this meeting will be incorporated into a new RFP to be issued and distributed for bidding.

Chair Dawes stated that he requested this review so that a re-bidding process will create an “apples to apples” comparison between vendors. He indicated that District should include a requirement for PostScript, especially as we advance toward tablet use like iPad Pro. Added bid specification changes included adding need to identify gigabit capability of machine, add Apple Pro identification to remote printer function from portable devices, searchable PDF’s and Apple airprint option.

General Manager repeated these bid specifications changes to Committee. Committee also discussed lowering the number of copies for B/W and color copies and keeping a low cost for overages in print copies. This was based on incorporating future tablet use.

Chair Dawes asked if there was any public comment. There was none.

Committee requested Staff to bring back the draft RFP with these requested bid specifications for review and recommendation to the Board authorizing release.

3. Review and Discuss Monthly and Quarterly Financial Reports for February and March 2016 with Average Monthly & YTD Water/Wastewater Billing Revenues

Staff requested the Chair allow Item 4 be pulled out of agenda order to expedite that discussion prior to initiating what may be a lengthy discussion/review of Item 3, Monthly Financials.

Committee Members agreed without objection.

4. Review and Discuss Setting Financial Budget Priorities for FY 2016-17 adjustments and preparation of FY 2017-18

Staff presented the submitted written report regarding proposed budget preparation criteria to be used for upcoming budget cycle. There will be some FY 2016-17 budget adjustments and a FY 2017-18 budget will be prepared using budget criteria identified at this meeting.

Staff explained the written report information about projected property tax revenue increases, anticipated cost increases to healthcare, chemical, mandatory State operating permit fees, adjustments to debt, service and assumptions about capital project expenses.

Committee discussions included removing criteria for water meter replacement and using what we have for now, in terms of available funds, using identified grant funds to replace aerator motors at WWTP, conduct a vehicle replacement assessment prior to presenting any report to Committees or Board, include funding for long-range planning at WWTP since facility is at 75% capacity, water and sewer line replacement in village areas between Mission St and Highway 101.

Committee discussed remainder of Staff report recommendations but concurred with the approach and criteria outlined. Committee requested Staff to incorporate these changes for budget preparation. General Manager acknowledged and reviewed these changes before Committee closed discussion.

3. Review and Discuss Monthly and Quarterly Financial Reports for February and March 2016 with Average Monthly & YTD Water/Wastewater Billing Revenues

Staff presented a summary of written report in Committee's packet and explained the changes shown in March reports, which Committee requested last month. It was pointed out that District has received the first Quarterly Investment report by Cantella & Company.

Staff asked Committee if they wanted to continue receiving the Top 12 vendors as a part of Monthly Financial Reports. Committee stated that they failed to see any value in receiving or discussing this information. This Top 12 Vendors feature can be deleted from future reports to Committee or Board as of this date.

Committee reviewed Treasurer's Report for March and February with Staff. They appreciated the changes made by Staff for including Notes on individual Fund Accounts. Staff was asked to find a means to show adjustments to individual Fund Accounts and reflect those changes in more current timeframes, especially when inter-fund transfers are being done. Committee believes this is important for accountability and transparency.

Laverne Buckman, public member, asked about the value of the Treasurer's Report to this Committee. General Manager explained to Committee in response that the value of this report is to show end of month status, a "snapshot" of cash and investments from banking institutions.

Committee next discussed the Capital Project Summary for March and noted it is helpful to see the incurred expenses but expanded notes or comments should be added for a more complete statement, for example, the SLT Well House Roof repair work that is completed already. General Manager and Bookkeeper explained that it is a function of when the expenses are reported in accounting.

Chair asked if there were any public comments. There were some general comments by Laverne Buckman about how this Summary could be useful to Committee and agreed with Committee discussions on this item.

Committee next discussed the Claims Detail Report and expenses. Committee Members discussed specific line expenses briefly and requested that Staff continue to provide this report to Committee and to Board.

Laverne Buckman, public member, asked if the District was aware of recent news regarding the use and application of glyphosate plus and newer warnings. General Manager replied that we were not aware but would investigate.

Committee next discussed the Revenue Budget Detail Report. Chair Dawes requested support for keeping this report for future Committee and Board reporting. There were specific fund account line items in revenue report that Committee asked Staff check on and report back in follow-up. Those line items were on pages: 1, 2, 3, 5 and 7 of 10 of this Report.

Committee's discussion of the Expenses Budget Detail Report and examination of 41 page report was in detail. Committee requested that the shorter version of this report be provided, routinely, to the Board.

Committee's review of Statement of Expenses – Budget vs. Actual Report identified several items to be adjusted by Staff as time allows and can be adjusted within the Black Mountain System protocols. Concerns were about budget and authorized transfer figures not being shown.

Committee asked Staff to check and provide follow-up on specific line items on all pages of this report. General Manager noted the specific line items page by page locations. Follow-up reporting will be provided directly to Committee.

Laverne Buckman, public member, made comment regarding specific expense line items not being accurate or showing a correct picture of how much is expended. She gave several examples and asked Committee to work at correcting for true accountability and accuracy. She does not believe that a new budget can be done without knowing.

Committee reviewed the Quarterly Investment Report by Cantella & Company but did not offer any comments or ask questions.

VI COMMITTEE COMMENTS:

Chair Dawes called for comments. Director Buckman had no further comments. Director Dawes asked that financial report changes, as many as possible, be resolved prior to next Board meeting.

VII. ADJOURNMENT

Time: 1:30 PM

###



**SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

MARCH 24, 2016 SPECIAL and REGULAR MEETING MINUTES

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

- I. Call to Order:** 6:03 PM
- II. Pledge of Allegiance:** Director Kalvans
- III. Roll Call:** All Members Present

IV. Adoption of Special and Regular Meeting Agendas

Director Kalvans made a motion with an amendment to add an item concerning CSDA nomination process for Board information to adopt the Special and Regular Meeting Agendas for Closed and Open Sessions as presented. Seconded by Director Reuck. **Motion with added item related to CSDA nominations was approved by roll call vote, 5-Ayes (Buckman, Dawes, Green, Kalvans, Reuck) and) 0-Noes.**

- V. Public Comment and Communications (for items not on the agenda):**
There was no public comment.

President Green announced that the Board is adjourned to Closed Session.

VI. ADJOURN TO CLOSED SESSION: 6:10 PM

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*

XI. 16.a

Board Members made several remarks regarding enforcement of speed limits in community, River Road, and parking conditions on Mission Street related to special events.

A public request to speak on this matter was made by Richard Smithens. President Green recognized Mr. Smithens and invited his comments.

Richard Smithens commented about speeding on River Road and asked if there was anything that the Board could do about the speeding problem. Mr. Smithens also asked how the housing funding gets distributed. Director Kalvans replied by describing the formula approach that involves funds going to Disadvantaged Communities (D.A.C.) based on income, needs, population criteria. President Green replied to Mr. Smithens that the District has no authority for vehicle or traffic code enforcement and advised him to contact the CHP directly.

There were no further public requests to speak or comments heard.

X. Consent Calendar

President Green introduced Consent Calendar and requested that any Director wishing to pull an item for further discussion to speak out now.

Director Reuck asked to pull Item 16.a for a minor correction to minutes.

Director Dawes asked to pull Item 16.e for a question and clarification.

Director Kalvans made a motion to approve Items 16 b – d for approval of remaining Board Meeting minutes. Motion was seconded by Director Buckman. Motion carried by voice vote, **5 AYES and 0 NOES.**

Item 16.a -- Director Reuck asked to pull Item 16.a for a minor correction to correct the motion maker for an item on December 17 2015 minutes. Director noted that he seconded the motion by Director Buckman nominating Director Green for Board President, not Director Kalvans as indicated.

General Manager noted the correction for these minutes. Board was advised to consider an amendment to correct these minutes in a motion to approve.

There were no further comments or changes to the December 17 2015 minutes.

Director Kalvans made a motion to amend and approve the December 17 2015 as discussed. Motion seconded by Director Buckman. Motion was approved by roll call vote, **5 AYES (Buckman, Dawes, Green, Kalvans, Reuck) and 0 NOES.**

Item 16.e -- Director Dawes asked for clarification by Board about Item 16 e February 25 2016 meeting minutes. He commented that the minutes did not seem to reflect his memory of events and asked the Board if they recalled it differently.

XI. 16.a

No Board Members offered any comments.

Director Dawes made a motion to approve the February 25 2016 meeting minutes. Motion was seconded by Director Kalvans. Motion carried by a voice vote – **5 AYES and 0 NOES**.

XI. Board Action Items:

18. Review and Discuss approving **Resolution No 2016-12** authorizing stipend pay increases for Fire Department line positions

President Green excused himself from the meeting at 8:00 pm for reasons stated as uncertainty about status with the Fire Department that might be perceived as a potential conflict. Vice-President Reuck assumed agenda order of business until President Green's return.

General Manager Gentry introduced the Agenda Item giving a short overview of item intent and purpose with Staff's Recommendation to Board. GM also indicated that this request had been reviewed by F & B Committee which had recommended that Board approve this stipend increase. GM asked Fire Chief Roberson to make the full report and recommendation.

Chief Roberson briefly reviewed the background information provided in a supplemental Staff Report. Chief Roberson briefed the Board on the rationale for an increase and cited the changes in State minimum wages over the years, especially January 1, 2016. The recommendation and request would affect Fire Department line personnel only and be effective for 2 years instead of 5 years mentioned in Staff Report.

The proposed increase would use a multiplier factor for future increases that would be tied to State increases in minimum wages. Chief Roberson explained the proposed wage multiplier and challenges associated with recruitment and retention. This proposed stipend increase would improve the District's ability to attract and retain volunteers for the Department.

Chief Roberson also explained the additional compensation for EMT Certification, Class B CDL, After hour calls, training drill attendance, Half Day and Full Day Standby and General work assignments. He ended his report by restating the Staff's Recommendation to approve the Resolution and authorize stipend pay increase for specified line positions.

Director Reuck had no questions but did comment that this increase was long overdue and thanked firefighters for all they do. Director Kalvans asked what other fire agencies were or had done regarding stipend pay levels. Director Kalvans also commented about how well the firefighters perform and represent the District.

Chief Roberson presented the Board Members with a handout that explained what other fire agencies have done or are doing. He also spoke about the various distinctions at Cayucos, Templeton, Cambria, 5 Cities and SLO County Fire in pay for full time and part time personnel which SMCS D does not currently possess.

XI. 16.a

Director Dawes asked if the minimum wage increase was state or federal. Chief and GM stated that the January 1 2016 increase was a State requirement. Director also asked how many fire personnel had Class B CDL. Fire Chief replied that 3 firefighters currently have Class B but the department should have more Class B drivers. These changes may provide an incentive to obtain such licenses. Assistant Fire Chief Dodds also spoke about the importance of providing the proposed incentives.

Vice-Chair Reuck announced that was the time for public comments.

Laverne Buckman asked to speak to Board. She commented that she was in favor of the stipend pay increase and the added incentives.

Scott Young asked to speak to Board. He spoke in favor of proposed increase and commended the Department for all it had done over years, including his own participation as a volunteer. Mr. Young also spoke about the importance of training, which is a function of drill time and training incentive being offered.

Richard Smithens asked to speak to Board. He spoke in favor and how valuable the department had been over the years, especially the department's performance level under Chief Roberson.

Vice-Chair brought the discussion back to the Board.

Director Dawes asked Fire Chief added questions regarding the multipliers. He questioned whether or not these could be lowered from recommended figures. Chief Roberson replied that these figures were calculated based on how other fire departments had done for the change in State minimum wage increase and remaining equal or ahead of such increases by State. There was added discussion by Director Dawes about the incentives being increased from what is proposed as an offset to lowering the stipend multiplier. Chief and GM replied that lowering the multiplier factors could result in failing to match what the State does in the future. Lowering the factors and increasing the incentives for added compensation are not equal in what Director Dawes is outlining. Further discussions were in response to this line of exchange.

There were no further questions by Board.

Director Kalvans made a motion to approve Resolution No 2016-12 as recommended in Staff's Supplemental Report with a recommendation for a 2 year term and that an annual review by Finance & Budget Committee be done. Motion was seconded by Director Dawes. Motion was approved by roll call vote, **4 AYES, 0 NOES and 1 ABSTAIN** (Green).

Director Green re-entered Meeting Room and resumed as Board President at 8:56 PM.

President Green introduced the next agenda item.

19. Review and Consider Resolution No 2016-11 approving revisions to Will Serve Letters, procedures and fees.

General Manager Gentry introduced the Agenda Item giving a short overview of item intent and purpose with Staff's Recommendation to Board. This item had been referred by to Committee for further revisions. GM also indicated that this request had been reviewed by E & F Committee which had recommended that Board approve the added changes which included changes to parade permit fee and minor changes to Will Serve Letter procedures and fee schedule. GM asked Utility Supervisor Dodds to make the full report and recommendation to Board.

Mr. Dodds stated that this request had been previously reviewed by Board but was referred back to Committee to address the Board's desired changes as well as the various public comments about specific fees to be charged, particularly the parade permit and banner hanging charges. The E & F Committee reviewed a revision to fee schedule and recommended that the Board approve the attached Resolution adopting the changes to Will Serve Letter procedures and deleting any parade permit fees from the schedule.

Utility Supervisor Dodds reported to Board the procedural changes to Will Serve Letter procedures that affect fees charged for new construction and development projects, various inspections done by District utility and fire staff during and after new construction or a development project occurs. He further described the internal process for plan check reviews, various inspection required by District and County regulations that would apply immediately upon approval of the attached Resolution.

Staff recommended that the Board approve Resolution No 2016-11 approving revisions to District Will Serve Letter and Inspection procedures and fees.

President Green asked if there were any Board questions of staff prior to any public comment. Director Dawes asked Utility Supervisor if these fees apply to someone who has a line break. Mr. Dodds replied that these fees and procedures would not apply in that situation, only applies to new construction or land development. Director Green asked Staff to comment about the fee for temporary disconnection (door hangers) charge of \$5.00. Utility Supervisor replied that this charge is applied to a contractor performing connection construction that may or does have a scheduled disruption in service that requires residential or non-residential notice of shut down. The contractor pays this charge, not the District customers. Director Green also asked about lowering or deleting the costs for water/wastewater inspection by Supervisor and deleting the charge for an Operator to do an inspection. Utility Supervisor replied and explained that currently the Supervisor position does the inspections, not the Operator but in the future, there may be a shifting of duty to a trained Operator based on operational need. There was added discussion about lowering of Supervisor inspection fee to \$50.00 instead of charging \$75.00.

Director Kalvans thanked staff for modifying the requirement for parade permit fees and leaving fees as they are presently.

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President Green announced that now was the time for public comment.

Laverne Buckman asked to speak and asked a question about connection fees. Utility Supervisor replied to Board that connection fees are not a part of the Will Serve procedures or fees. There was no further public comment.

There was brief discussion about Board accepting the changes for water/wastewater inspection fee charges by deleting the inspection by Operator category and lowering the fee charge for inspection by Supervisor to \$50.00.

Director Reuck made a motion to approve Resolution No 2016-11 with an amendment to fee schedule charges for inspection as noted by Board and approve Will Serve Letter procedures and fee charges. Motion seconded by Director Buckman. **Motion was approved by roll call vote of 5- AYES and 0 NOES.**

20. Review and Discuss Mid-Year Adjustments to FY 2015-16 Operations and Capital Projects Budgets and approve Resolution No 2016-13 authorizing recommended budget adjustments.

President Green introduced the next agenda item and asked Staff to present a report to Board.

General Manager Gentry presented a report for performing a Mid-Year Adjustment to FY 2015-16 Budgets for Operations and Capital Projects. The requested mid-year adjustments were reviewed by Finance & Budget Committee at its March 23 2016 meeting. General Manager reported that the Committee recommended the proposed mid-year adjustments to the Board for approval. The total of the proposed adjustment is \$170,000 that is broken down as Option 1: \$67,750.00 re-allocated from Fund Accounts—Operations budget item and a reserve appropriation of \$102,250.00. GM also outlined two options for the Board to consider. Option 1 was the one recommended by Finance & Budget Committee and by General Manager. Option 2 was developed using all funds from Water Capital Reserves that had been requested by Committee as a comparative for the Board.

General Manager reported that the extraordinary expenses are associated with added legal costs for District's defense in the Steinbeck litigation, the MOU Agreement and negotiations as well as personnel matters pending from PERB processing. Staff provided a detailed breakdown of Fund account adjustments needed and as recommended by F & B Committee.

Staff recommended approval of Resolution No 2016-13 authorizing mid-year adjustments using Option 1 approach

President Green asked if there were any Director questions of staff. Director Buckman asked what are the Water Capital Reserve totals. General Manager indicated that the Monthly Financial Reports in Board packet lists Capital Reserve totals and Water account is in excess of \$300,000.

XI. 16.a

Director Dawes asked if the total requested re-allocation and appropriation includes the next 3 months of Fiscal Year. General Manager answered yes requested figure does include a calculation covering the next 3 months. District General Counsel White commented that the estimate is realistic given the extent of legal expenses that may be associated with the pending items identified in Staff Report. Director Dawes also asked General Counsel where the \$50,000 annual cap on legal expenses goes in to play. General Counsel replied that expected monthly billing is in line with the cap figure but the extraordinary expenses are associated with the trial litigation for Steinbeck and an unanticipated expense levels for MOU Agreement related issues as well as PERB processing, which represent factors that result in a high spike and influence to costs. It is expected that when these matters work through and/or settle over time. He repeated his assessment that the requested allocations should be sufficient for balance of fiscal year.

President Green announced that this is the time for any public comment.

Laverne Buckman asked to speak on this item. She commented that her opinion was the mid-year adjustments are necessary but regrets seeing the District having to face such extraordinary expenses. She favored option 1 approach.

There was no other request to speak on this agenda item.

President Green asked if there was a motion to consider.

Director Buckman made a motion to approve Resolution No 2016-13 authorizing the recommended budget adjustments using Option 1 approach as staff and Committee recommended which includes the adjustments and appropriation figures described in written report. Motion was seconded by President Green. **Motion was approved by roll call vote—5 AYES) 0 NOES.**

21. Discuss and approve salary adjustment for non-management, non-confidential staff members eligible for step increase in compensation and approve job reclassification changes.

President Green announced that he is reclusing himself from this agenda item discussion because of potential conflict that may or may not arise due to District staff involved with this proposed change. He left the meeting room 9:28 PM.

Vice-President Reuck assumed duty of Acting President in his absence.

Director Kalvans announced that he is reclosing himself from this agenda item discussion because he too could be potentially involved with a possible conflict. He left the meeting room at 9:28 PM.

General Manager Gentry presented the Staff Report and Recommendation to remaining Board Members detailing the reasons for reclassifying the two named employees and compensation changes proposed for the job reclassifications. General Manager also pointed out the reviews by Finance & Budget Committees and Organization & Personnel Committees and provide their recommendations to the Board. General Manager also stated that no recent review by the O & P

XI. 16.a

Committee had been done because of the Committee is made up of the Board Members who had reclused from this agenda item.

Manager also explained that the District's existing Personnel Policies require these types of changes to be reviewed and approved by the District Board prior to changes being effective.

General Manager reported that annual performance evaluation warrant a change in job classification from Utility Operator 1 to Utility Operator 2 for Mr. Tracey with an adjustment in salary compensation, Step 1 as stated on the attached compensation schedule. General Manager reported the same performance evaluation that warranted a change in job classification and salary compensation for Ms. Parent from Account Clerk 1 to Account Clerk 2/Operations Coordinator with a change to this new class at Step 1 compensation.

These proposed changes to job reclassification and added compensation would be retroactive to the specific dates described in the written report to the Board. Copies of job descriptions and compensation schedule were included with written report to the Board. Board approval of both are necessary in this change in status for both individual employees.

Acting President Reuck asked if there were any questions of staff by the Directors. There were none.

Acting President Reuck announced that now is the time for public comments.

Laverne Buckman asked to speak to the Board on this item. Ms. Buckman commented that these changes were overdue and is in favor as presented.

Acting President Reuck brought discussion back to Board Members and asked if there were any further questions or comments by Board. There was no further questions or comments.

Director Buckman made a comment about finally getting this action done then made a motion to approve these changes as recommended by General Manager and Committees. He also included a need to bring an adopting Resolution back to the Board to record this decision. Motion was seconded by Director Dawes. **Motion carried by a roll call vote, 3 AYES (Buckman, Dawes, Reuck) 0 NOES and 2 ABSENT (Green, Kalvans).**

Directors Green and Kalvans returned to meeting room, 9:42 PM.

Director Green resumed Board President's duties and called for next agenda item.

XII. Board Comments:

President Green asked to add an agenda item for next meeting to include a Closed Session on General Manager Performance Evaluation follow-up and for goal setting discussion. Board Members concurred with request for an April session. Board discussed and agreed to use April 8th as a Special Board meeting for this purpose and directed Staff accordingly. General Counsel would attempt to be available, but in the worse case be available telephonically on that date, if

XI. 16.a

needed. General Manager also reminded the Board of Special Meeting date on April 30th for Board training with BHI Consulting.

Director Buckman commented that he thinks it is time to evaluate whether or not an increase in connection fees is required but did not request any specific calendar date. General Manager explained that to consider increasing fees, like the connection fees, is subject to Prop 218 requirements. GM explained a rate study would need to be completed under Prop 218 requirements prior to Board consideration.

Director Kalvans commented about the November ballot having a vote on continued ban of plastic bags and the importance of voters getting informed on the issue. No direction to staff given.

Director Dawes commented that sometime ago, the General Manager asked to Board for consideration to consolidate Committees into a single meeting, like a Committee of the Whole. He believed that it may be time to revisit and set the item for agenda discussion. No direction to staff given.

President Green adjourned meeting.

XIII. ADJOURNMENT **Time: 9:50 PM**

###



**SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

April 8, 2016 SPECIAL MEETING MINUTES

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

- I. Call to Order: 11:43 AM**
- II. Pledge of Allegiance:** Director Kalvans
- III. Roll Call:** 4-Directors Present, Director Dawes - Absent

IV. Adoption of Special and Regular Meeting Agenda

Director Kalvans made a motion to adopt the Special Meeting Agenda for Closed and Open Sessions as presented. Seconded by Director Reuck. **Motion was approved by voice vote: 4-Ayes (Buckman, Green, Kalvans, Reuck), 1-Absent and 0 Noes.**

- V. Public Comment and Communications:** None

Director Dawes arrived at 11:54 AM
President Green announced adjournment to closed session at 11:55 AM

VI. ADJOURN TO CLOSED SESSION: 11:55 AM

A. CLOSED SESSION AGENDA:

- 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 54957(b) (1):
Title: General Manager

B. RECONVENE TO OPEN SESSION – reconvened at 2:10 PM

C. REPORT OUT OF CLOSED SESSION

- 2. Report Out of Closed Session by District General Counsel White**

XI.16.b

District General Counsel Doug White reported that there was no reportable action but Board had given direction and instruction to General Manager regarding goals set for next evaluation period and quarterly follow-up reports to be planned and provided. Board further instructed that the General Manager prepare a district improvement plan for their review and consideration at a July meeting at either regular or workshop session.

REGULAR BOARD MEETING AGENDA

VII. Call to Order for Regular Board Meeting – 2:11 PM

President Green announced that now is the time for the Regular session of the Board meeting.

President Green announced that now is the time for public comment.

VIII. Public Comment and Communications:

There was no request to speak or address the Board.

IX. OPEN SESSION AGENDA:

X. BOARD WORKSHOP –Goal Setting for General Manager

1. Discuss and Identify 2016-17 Goals Set for District General Manager

District General Counsel White provided a short verbal report on General Manager Goals for 2016-17 which included, but limited to: Bringing a report to Board on I T Service changes; developing a district improvement plan and addressing specific operational improvements, especially communications to Board Members in follow-up items requested.

Board requested a July Workshop as follow-up and quarterly assessment of progress.

Public Comments:

There was no request to speak or address the Board.

XI. BOARD COMMENTS: None

XII. ADJOURNMENT Time: 2:13 PM

###



San Miguel Community Services District Board of Directors

Staff Report

April 28, 2016

AGENDA ITEM: XI 17

SUBJECT: Monthly and Quarterly Financial Reports

STAFF RECOMMENDATION:

Review and Discuss February and March 2016 YTD and Monthly Financial Reports on District Revenues and Treasurer's Reports. This month's report also includes the first quarterly statement for District's investment portfolio. **Action Requested.**

BACKGROUND:

The February and March 2016 monthly and YTD financial reports are included in this report and its attachments including average water and wastewater revenue history. The March Treasurer's Report includes changes made as requested by Committee last month. The February Financial Report remains unchanged. The Committee had requested that they receive the Budget Detail Report, 41 pages total. The Committee further recommended that the Budget Summary Report, approximately 6-9 pages, be provided to the Board in lieu of 41 page report. As of this March reporting period, staff has included this Detail Report.

The Finance & Budget Committee has reviewed February and March Financial Reports and recommended that the Board approve the attached reports with a condition that budget detail report continue to be monitored and tracked closely.

Committee also continued its discussion about the value of the Treasurer's Report on Cash and Investments. Staff believes, however, that the value of this Report is in providing a "snapshot" picture of bank and investment accounts and is not related to the budget and YTD accounting reports. Both reports are important to understanding a complete picture of finances. The Treasurer's Report is also being modified or already modified to address Committee comments and requests. The Top 12 Vendors page of monthly financials is being eliminated by Committee request. This edition is the last of the Top 12 Vendors item being reported.

A Quarterly Investment Report, Top 12 Vendors and Capital Project Summary as of March 31 2016 are also attached for review and discussion. In general, March expenses were light

compared to prior monthly transactions. At the end of March, overall District YTD expenses are 75% of approved budget. YTD revenues are 80% of approved budget.

Mid-Year budget adjustment and re-allocations approved at March Board meeting are being entered into Black Mountain and to budget information. These changes will be reflected in future monthly financial report and statements. As of this date, Staff has also completed a early payoff for the Ferrara Fire vehicle, budget adjustments for legal expenses and the inter-fund loan repayment transfer.

Cantella & Company has provided the attached first investment portfolio quarterly statement for District, as required by Board policy. District has participated for less than 2 months and realized a modest increase in yield. Beginning balance was \$136,590.92 with an ending balance for March 31, 2016 of \$137,418.87 ending value. Total accrued interest is \$293.44 YTD as of March 31, 2016.

Staff Recommendation:

Board Members should approve the attached monthly financial reports.

PREPARED BY:

Darrell W. Gentry

General Manager

Attachments:

- Item a Treasurer's Report for February 2016
- Item b Treasurer's Report for March 2016
- Item c Top 12 Vendor Expenses for February and March 2016
- Item d Capital Projects Summary for February and March 2016
- Item e Claims Detail Report for February and March 2016
- Item f Budget Detail Summary Reports for February and March 2016
- Item g Budget vs. Actual Expenditures - March 2016
- Item h 2016 1st Quarter Investment Report by Cantella & Company

SAN MIGUEL COMMUNITY SERVICES DISTRICT

TREASURER'S REPORT for Period Ending: February 29, 2016										
CASH AND INVESTMENTS										
	DESCRIPTION:	(July 1, 2014) Beginning Balance	(July 31, 2015) Balance	(November 30 2015) Balance	(December 31, 2015) Balance	(January 31 2016) Prior Balance	(February 29, 2016) Current Balance		Interest Rate	NOTES
CASH:	SLO County	\$3,878.22	\$3,878.22	\$4,248.66	\$4,248.66	\$4,248.66	\$4,248.66			yields
#2561	Capital Reserve Accounts-- (Heritage Oaks Bank)									
	10 --Admin	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
23	20--Fire	\$126,831.89	\$145,396.66	\$136,165.95	\$136,212.22	\$145,721.87	\$139,960.84			
17	30--Lighting	\$95,401.09	\$107,467.10	\$100,644.41	\$100,678.61	\$107,707.47	\$103,449.32			
31	40--Sanitary/Wastewater	\$169,238.54	\$195,969.42	\$183,528.02	\$183,590.38	\$196,407.74	\$188,642.88			
29	50--Water	\$165,217.81	\$183,326.23	\$171,687.52	\$171,745.85	\$183,736.27	\$176,472.37			
	60--Solid Waste	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
	Sub-total	\$556,689.33	\$632,159.41	\$592,025.90	\$592,227.06	\$633,573.36	\$608,525.41		0.40%	Public Money Market--60 days auto
	Heritage Oaks Bank:									
Page 2	Operating Checking Accounts: (Heritage Oaks Bank)									
	#0406 bal:	\$988,363.33	\$1,016,944.22	\$1,320,769.18	\$1,339,819.21	\$1,450,626.89	\$1,241,218.75			
6.77	10-- Admin	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,521.00			12500 Fund Acct set up by Board of Directors 6-30-2015
23	20--Fire	\$227,323.56	\$233,897.17	\$303,776.91	\$308,158.42	\$333,644.18	\$273,679.31			11801 Prop Tax Rec'd 7-13-15--\$2,479.44/Rec'd 1-2016-- \$107,200.82
	Fire Impact Fees		\$43,903.95	\$43,903.95	\$43,903.95	\$43,903.95	\$54,993.14			
17	30--Lighting	\$168,021.77	\$172,880.52	\$224,530.76	\$227,769.27	\$246,606.57	\$208,861.19			2146 Prop Tax Rec'd 7-13-15--\$704.61/Rec'd 1-2016--\$
31	40--Sanitary/Wastewater	\$306,392.64	\$315,252.71	\$409,438.45	\$415,343.96	\$421,086.34	\$356,169.81			28608
29	50--Water	\$286,625.36	\$294,913.82	\$383,023.06	\$388,547.57	\$420,681.80	\$331,345.44			28608 Prop Tax Rec'd 7-13-15 \$402.50
	Water Connection Fees					\$261,540.00	\$261,540.00			
2.23	60--Solid Waste	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,642.00			358
	Sub-total	\$988,363.33	\$1,016,944.22	\$1,320,769.18	\$1,339,819.21	\$1,683,558.89	\$1,241,218.75			84021
	Vehicle Replacement Fund (Pacifi Western-8052)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$500.00 on deposit - March 3, 2016
	Capital Projects Fund (Union Bank)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$10,000 deposited March
	#6598 Water Project--	\$23,549.88	\$23,549.88	\$23,549.88	\$23,549.88	\$23,549.88	\$23,549.88			Account not closed 7-10-2014
	#0133 Payroll Account -	\$5,920.35	\$13,201.66	\$16,520.35	\$10,000.00	\$2,000.00	\$2,521.82			(\$86,500 original amount)
	#2618 USDA Loan Repayment	\$26,705.50	\$67,132.96	\$67,190.04	\$67,201.61	\$26,068.91	\$26,069.96		0.20%	\$67,020.00 required reserved
	Total Cash in Bank:	\$1,605,106.61	\$1,756,866.35	\$2,024,304.01	\$2,037,046.42	\$2,372,999.70	\$1,906,134.48			
	Cantella (Investment Portfolio)						\$1,000.00			
	1. Ally Bank - Maturity 2-11-2019 1.45%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70,000.00		1.75%	
	2. Goldman Sachs - Maturity 2-10-2020 1.7%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,000.00		1.56%	
	Total						\$136,000.00			
	L.A.I.F. (Local Agency Investment Fund-pooled)	\$136,491.52	\$136,925.26	\$136,825.26	\$136,825.26	\$137,159.05	\$137,159.05		0.26%	LAIF withdrawal in process Feb 2 2016. up to 30 days
	L.A.I.F. (Local Agency Investment Fund-pooled)	\$136,491.52	\$136,925.26	\$136,825.26	\$136,825.26	\$137,159.05	\$0.00			
	CalPers as of:		6/30/2015	10/30/2015	11/30/2015	12/31/2015	1/31/2016			Retirement
	SSGA Russell		\$357,481.50	\$357,481.50	\$357,481.50	\$357,481.50	\$357,481.50			
	Total Reportable Cash & Investments:	\$1,741,598.13	\$1,893,791.61	\$2,161,129.27	\$2,173,871.68	\$2,510,158.75	\$2,043,293.53			

I certify that this report reflects all San Miguel Community Services District pooled investments and is in conformity with the investment policy of San Miguel Community Services District. The Investment Program provides sufficient cash flow liquidity to meet the next six month's estimated expenditures.

Signed: Darrell W. Gentry
 Darrell W. Gentry General Manager

SAN MIGUEL COMMUNITY SERVICES DISTRICT

TREASURER'S REPORT for Period Ending: March 31, 2016										
CASH AND INVESTMENTS										
	DESCRIPTION:	(July 1, 2014) Beginning Balance	(July 31, 2015) Balance	(December 31, 2015) Balance	(January 31 2016) Balance	(February 29, 2016) Prior Balance	(March 31, 2016) Current Balance		Interest Rate	NOTES:
CASH:	SLO County	\$3,878.22	\$3,878.22	\$4,248.66	\$4,248.66	\$4,248.66	\$4,248.66		yields	
#2561	Capital Reserve Accounts-- (Heritage Oaks Bank)									
6.77	10--Admin	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
23 22.05	20--Fire	\$126,831.89	\$145,396.66	\$136,212.22	\$145,721.87	\$139,960.84	\$140,008.27			
17 16.83	30--Lighting	\$95,401.09	\$107,467.10	\$100,678.61	\$107,707.47	\$103,449.32	\$103,484.37			
31 28.7	40--Sanitary/Wastewater	\$169,238.54	\$195,969.42	\$183,590.38	\$196,407.74	\$188,642.88	\$188,706.80			
29 28.7	50--Water	\$165,217.81	\$183,326.23	\$171,745.85	\$183,736.27	\$176,472.37	\$176,532.17			
2.23	60--Solid Waste	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
	Sub-total	\$556,689.33	\$632,159.41	\$592,227.06	\$633,573.36	\$608,525.41	\$608,731.61		0.40%	Public Money Market--60 days auto
	Heritage Oaks Bank:									
	Operating Checking Accounts: (Heritage Oaks Bank)									
	#0406 bal:									
6.7	10-- Admin	\$0.00	\$0.00	\$0.00	\$0.00	\$83,161.66	\$78,439.83		12500	NOTE 1
23 21.0	20--Fire	\$227,323.56	\$233,897.17	\$308,158.42	\$333,644.18	\$260,655.94	\$335,856.18		11801	NOTE 2
	Fire Impact Fees		\$43,903.95	\$43,903.95	\$43,903.95	\$54,993.14	\$54,993.14			
17 16.6	30--Lighting	\$168,021.77	\$172,880.52	\$227,769.27	\$246,606.57	\$198,595.00	\$272,197.46		2146	NOTE 3
31 27.3	40--Sanitary/Wastewater	\$306,392.64	\$315,252.71	\$415,343.96	\$421,086.34	\$338,852.72	\$124,322.56		28608	NOTE 4 40000 - Wtr -- 90,000 - Fire --80,000 - Lighting
29 26.4	50--Water	\$286,625.36	\$294,913.82	\$388,547.57	\$420,681.80	\$338,852.72	\$320,468.34		28608	NOTE 5
	Water Connection Fees	\$0.00	\$0.00	\$0.00	\$261,540.00	\$261,540.00	\$261,540.00			
1.7	60--Solid Waste	\$0.00	\$0.00	\$0.00	\$0.00	\$21,100.72	\$19,902.64		358	
	Sub-total	\$988,363.33	\$1,016,944.22	\$1,339,819.21	\$1,450,626.89	\$1,241,218.75	\$1,170,743.73		84021	NOTE 5
	Vehicle Replacement Fund (Pacific Western-8052)	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00			NOTE 6
	Capital Projects Fund (Union Bank)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			NOTE 7
	#6598 Water Project--	\$23,549.88	\$23,549.88	\$23,549.88	\$23,549.88	\$23,549.88	\$23,549.88			NOTE 8
	#0133 Payroll Account -	\$5,920.35	\$13,201.66	\$10,000.00	\$2,000.00	\$2,521.82	\$16,600.81			
	#2618 USDA Loan Repayment	\$26,705.50	\$67,132.96	\$67,201.61	\$26,068.91	\$26,069.96	\$26,071.08		0.20%	
	Total Cash in Bank:	\$1,605,106.61	\$1,756,866.35	\$2,037,046.42	\$2,140,067.70	\$1,906,634.48	\$1,850,445.77			
	Cantella (Investment Portfolio)									
	1. Ally Bank - Maturity 2-11-2019 1.45%	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00		1.75%	
	2. Goldman Sachs - Maturity 2-10-2020 1.7%	\$0.00	\$0.00	\$0.00	\$0.00	\$70,000.00	\$70,527.80		1.56%	
	Total					\$136,000.00	\$137,125.23			
	L.A.I.F. (Local Agency Investment Fund-pooled)	\$136,491.52	\$136,925.26	\$136,825.26	\$137,159.05	\$137,159.05	\$0.00		0.26%	Receipt pending; will transferred to General Fund
	L.A.I.F. (Local Agency Investment Fund-pooled)	\$136,491.52	\$136,925.26	\$136,825.26	\$137,159.05	\$137,159.05	\$0.00			LAIF withdrawal in process Feb 2 2016. up to 30 days
	CalPers as of:		6/30/2015	11/30/2015	12/31/2015	1/31/2016	2/29/2016			
	SSGA Russell		\$357,481.50	\$357,481.50	\$357,481.50	\$357,481.50	\$357,481.50			Retirement; not calculated in cash availability
	Total Reportable Cash & Investments:	\$1,741,598.13	\$1,893,791.61	\$2,173,871.68	\$2,277,226.75	\$2,043,793.53	\$1,987,571.00			
	Notes:									
	NOTE 1: Fund Acct set up - Board of Directors 6-30-2015 + Myers restd.									
	NOTE 2: Prop Tax Rec'd 7-13-15- \$2,479.44/Rec'd 1-2016-- \$107,200.82									
	NOTE 3: Prop Tax Rec'd 7-13-15--\$704.61/Rec'd 1-2016--\$									
	NOTE 4: \$220,000 loan repaym to the Lighting Water									
	NOTE 5: Prop Tax Rec'd 7-13-15 \$402.50/Rec'd 1-2016--\$									
	NOTE 6: \$137,000 to be reimbursed by LAIF funds for investm't portfolio									
	NOTE 7: Acct opened - March 3, 2016									
	NOTE 8: \$500.00 acct opened March, \$10,000 authorized by Board \$67,020 req'd reserve for USDA; need to dep funds in April									
	NOTE 9: Account not closed 7-10-2014 (\$86,500 orig amnt)									

I certify that this report reflects all San Miguel Community Services District pooled investments and is in conformity with the investment policy of San Miguel Community Services District. The Investment Program provides sufficient cash flow liquidity to meet the next six month's estimated expenditures.

Signed: Darrell W. Gentry

Darrell W. Gentry General Manager

SMCSD Top 12 Vendors - February 2016

Vendor	Amount	Comments:
Churchwell White LLP	\$62,995.75	General Counsel
Tesco	\$28,200.00	SCADA System
Fluid Resource	\$8,482.50	Maintain Driver Vector
PG&E	\$8,153.16	Electricity
Viborg Sand & Gravel	\$7,440.22	Haul Sludge to Disposal Site
Select Staffing	\$5,641.39	Temporary Staffing
Chicago Grade Landfill	\$5,090.75	Sludge Removal Disposal
SWRCB	\$4,704.00	Water Service Connection Fee (annually)
TimeClock Plus	\$3,758.23	Set-up Fee/License/Purchase
FGL	\$1,672.00	Testing Lab--Water and Wastewater
Mike Roach Electric	\$1,379.00	Electrical for Well
US Bank	\$1,177.69	Credit Card--Materials for Water/Wastewater/Fire
Total	\$138,694.69	

Fund	Amount Spent
10 Admin	\$14,176.65
20 Fire	\$2,795.27
30 Lighting	\$3,339.01
40 Waste Water	\$38,793.80
50 Water	\$76,434.96
60 Solid Waste	\$3,155.00
	\$138,694.69

SMCSD Top 12 Vendors - March 2016

Vendor	Amount	Comments:
Ferguson Enterprises	\$6,732.76	Well #3 parts and River Rd Relocation
L.N. Curtis & Sons	\$3,537.78	Fire Apparel
Master Meter	\$1,500.00	Annual Service Agreement - Water
HD Supply Waterworks	\$1,253.04	Parts
US Bank	\$865.10	Credit Card--Materials for Water/Wastewater/Fire
FGL	\$630.00	Testing Lab--Water and Wastewater
Chevron & Texaco	\$564.62	Fuel
Rental Depot	\$534.00	Rental of excavator
Totalfunds by Hasler	\$500.00	Postage
Simons Construction	\$500.00	Well House Roof Repair
Shore-Tek Trench	\$462.50	Valve raising on River Rd.
Wildhorse Propane	\$457.68	Propane
Total	\$17,537.48	

Fund	Amount Spent
10 Admin	\$0.00
20 Fire	\$4,412.08
30 Lighting	\$147.88
40 Waste Water	\$775.94
50 Water	\$12,201.58
60 Solid Waste	\$0.00
	\$17,537.48

CAPITAL PROJECTS SUMMARY--As of 2-29-2016

Water Fund Capital Reserves Well #3 Rehab			Water Fund Capital Reserves Waste H₂O Tanks @ #3 Well			CDBG GRANT FUNDS Fire Hydrant Replmt		
Budget:	Cap Resrve--	\$80,425.00	Budget:	Cap Resrve	\$26,000.00	Budget:	\$105,000 CDBG	
Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance
Engineering	\$7,475.50	\$72,949.50	Tank Purchase	\$13,880.41	\$12,119.59		\$0.00	\$105,000.00
Mat'l Ordr & Permits	\$24,316.00	\$48,633.50	Piping	\$3,319.87	\$8,799.72			
Constr Progress	\$48,633.50	\$0.00	manhole & pipe	\$2,170.00	\$6,629.72			
			control valve	\$4,191.00	\$2,438.72			
	\$80,425.00			\$23,561.28				
Project Completed On Budget			Project Completed 8-25-2015			Contract Awarded Dec 2015. Work starts 2/17/16		
All Funds --Capital Reserves Solar Panels @ Station			\$2,438.72 underbudget			Wastewater Capital Reserves Sludge Removal/Pond Maint.		
Budget:	Cap Resrve--	\$39,103.00	Budget:	Cap Resrve--	\$199,996.00	Budget:	Cap Resrve--	\$40,000.00
Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance
Mat'l order & permits	\$39,103.00	\$0.00		\$0.00	\$199,996.00	centrif. rental	\$125.34	\$39,874.66
	\$39,103.00		Initial order for system purchase made in Feb.			landfill disposal	\$999.53	\$38,875.13
Project Completed 11-05-2015 on budget			Water Capital Reserves SLT Well House Roof Repair			Removal work to be completed January 2016		
Fire Fund Capital Reserves Fire Station - Finish Improvm'ts			Budget:	Cap Rsrve--	\$4,500.00			
Budget:	Cap Resrve--	\$59,049.00	Expenses:	Actual Exp	Balance			
Expenses:	Actual Exp	Balance	Mat'l Order	\$500.00	\$4,000.00			
Engineering								
Mat'l Ordr & Permits								
Constr Progress								
	\$0.00	\$59,049.00		\$500.00				

CAPITAL PROJECTS SUMMARY--As of 3-31-2016

Water Fund Capital Reserves Well #3 Rehab			Water Fund Capital Reserves Waste H:O Tanks @ #3 Well				CDBG GRANT FUNDS Fire Hydrant Replmt		
Budget:	Cap Resrve--	\$80,425.00	Budget:	Cap Resrve	\$26,000.00	Budget:	\$105,000 CDBG		
Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance	
Engineering	\$7,475.50	\$72,949.50	Tank Purchase	\$13,880.41	\$12,119.59		\$0.00	\$105,000.00	
Mat'l Ordr & Permits	\$24,316.00	\$48,633.50	Piping	\$3,319.87	\$8,799.72				
Constr Progress	\$48,633.50	\$0.00	manhole & pipe	\$2,170.00	\$6,629.72				
	\$80,425.00		control valve	\$4,191.00	\$2,438.72				
Project Completed On Budget				\$23,561.28		Contract Awarded Dec 2015. Work starts 2/17/16			
All Funds --Capital Reserves Solar Panels @ Station			Project Completed 8-25-2015 \$2,438.72 underbudget			Wastewater Capital Reserves Sludge Removal/Pond Maint.			
Budget:	Cap Resrve--	\$39,103.00	Budget:	Cap Resrve--	\$199,996.00	Budget:	Cap Resrve--	\$40,000.00	
Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance	
Mat'l order & permits	\$39,103.00	\$0.00	Radio Freq' Config		\$199,996.00	centrif. rental	\$125.34	\$39,874.66	
	\$39,103.00					landfill disposal	\$6,199.14	\$33,675.52	
Project Completed 11-05-2015 on budget			Initial order for system purchase made in Feb.			Removal work completed February 2016			
Fire Fund Capital Reserves Fire Station - Finish Imprvm'ts			Water Capital Reserves SLT Well House Roof Repair						
Budget:	Cap Resrve--	\$49,049.00	Budget:	Cap Rsrve--	\$4,500.00				
Expenses:	Actual Exp	Balance	Expenses:	Actual Exp	Balance				
Engineering			Mat'l Order	\$500.00	\$4,000.00				
Mat'l Ordr & Permits			Constr Progress						
Constr Progress									
	\$0.00	\$49,049.00			\$500.00				

Notes:

Fire Station - Finish Imprvm'ts reduced \$10,000 by Board authority 3-24-2016
(\$59,049.00 to \$49,049.00)

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1527	15670S	2 ADVANCE MARKING SYSTEMS	13.09					
	Acct #202233							
1	1-560674-1	01/06/16 nametags	13.09			20 62000	455	10200
		Total for Vendor:	13.09					
1797	15746S	394 American Water Works Association	105.00					
	Customer ID No. 02658720							
	Order No. 7001161797							
1	7001161797	02/01/16 Membership Renewal	105.00*			50 65000	385	10200
		Total for Vendor:	105.00					
1831	15738S	406 Anthony Kalvans	100.00					
	Board Member Stipend for February 2016 meeting							
1	03/01/16	February 2016 - Stipend	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
1829	15739S	39 BUCKMAN, GIB	100.00					
	Board Member Stipend for February 2016 meeting							
1	03/01/16	February 2016 Stipend	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
1787	15706S	494 CAL FIRE	336.00					
	Returning payment							
	Cal Fire paid San Miguel Fire District by mistake							
1	10/28/15	Returning check #06-304605	336.00			20 44000		10200
		Total for Vendor:	336.00					
1795	15730S	497 CALPORTLAND CONSTRUCTION	492.82					
	Hydrant Meter Refund - Martinez Dr.							
	Acct #27484-07							
1	Acct 27484	02/11/16 Water/Hydrant Meter Refund	492.82*			50 65000	805	10200
		Total for Vendor:	492.82					
1778	15707S	67 CHARTER COMMUNICATIONS	313.87					
	Account #8245 10 105 0027311							
	Spectrum Buiness - Monthly							
	Internet/Voice							
1	02/01/16	Internet/Voice	31.39			20 62000	310	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2	02/01/16	Internet/Voice	31.39*			30 63000	310	10200
3	02/01/16	Internet/Voice	125.55			40 64000	310	10200
4	02/01/16	Internet/Voice	125.54*			50 65000	310	10200
Total for Vendor:			313.87					
1842		482 CHEVRON AND TEXACO UNIVERSAL	177.17					
Phone Pay - Transaction #K3GVC-S1JP8								
1	01/01/16	Fuel	177.17			20 62000	485	10200
Total for Vendor:			177.17					
1768	15708S	493 CHICAGO GRADE LANDFILL, INC.	5,090.75					
Sludge Removal								
1	862508	01/28/16 Sludge Removal	629.00			40 64000	585	10200
2	862511	01/28/16 Sludge Removal	579.50			40 64000	585	10200
3	862547	01/28/16 Sludge Removal	507.25			40 64000	585	10200
4	862554	01/28/16 Sludge Removal	504.00			40 64000	585	10200
5	862594	01/28/16 Sludge Removal	714.50			40 64000	585	10200
6	862601	01/28/16 Sludge Removal	444.50			40 64000	585	10200
7	862607	01/28/16 Sludge Removal	536.75			40 64000	585	10200
8	862634	01/28/16 Sludge Removal	478.00			40 64000	585	10200
9	862685	01/29/16 Sludge Removal	437.50			40 64000	585	10200
10	862690	01/29/16 Sludge Removal	259.75			40 64000	585	10200
Total for Vendor:			5,090.75					
1752	15709S	473 CHURCHWELL WHITE LLP	5,970.00					
Professional Services Rendered through December 31, 2015								
1	20162	01/27/16 General Counsel	4,425.00*			10 61000	327	10200
2	20162	01/27/16 General Counsel	390.00*			50 65000	327	10200
3	20162	01/27/16 General Counsel	1,155.00			60 66000	327	10200
1753	15709S	473 CHURCHWELL WHITE LLP	9,950.00					
Professional Services - December 31, 2015 Steinbeck v. SLO								
1	20163	01/27/16 Steinbeck v. SLO	4,975.00*			40 64000	327	10200
2	20163	01/27/16 Steinbeck v. SLO	4,975.00*			50 65000	327	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1812	15747S	473 CHURCHWELL WHITE LLP Professional Services Rendered through January 31, 2016 General Counsel	9,000.00					
1	20338	02/08/16 General Counsel	9,000.00*			10 61000	327	10200
1814	15747S	473 CHURCHWELL WHITE LLP Professional Services Redered through January 31, 2016 Steinbeck v. SLO	35,578.53					
1	20339	02/08/16 Steinbeck v. SLO	35,578.53*			50 65000	327	10200
1815	15747S	473 CHURCHWELL WHITE LLP Professional Services Rendered through January 31, 2016 RE: Water (Specialized)	457.22					
1	20340	02/08/16 Attend Salinas River Symposium	457.22*			50 65000	327	10200
1816	15747S	473 CHURCHWELL WHITE LLP Professional Services Rendered through January 31, 2016 RE: Solid Waste	2,000.00					
1	20341	02/08/16 Solid Waste - Proposition 218	2,000.00			60 66000	327	10200
		Total for Vendor:	62,955.75					
1742	15710S	429 County of San Luis Obispo - EH NOV - DEC 2015 / FACILITY ID FA0004946 ACCT# AR0011381	113.00					
		BILLING FOR CROSS-CONNECTION CONTROL SERVICES						
1	01/21/16	Cross-Connection Control Svcs	113.00			50 65000	362	10200
		Total for Vendor:	113.00					
1823	15734S	93 DODDS, KELLY Cell Phone Reimbursement - March 2016	35.00					
1	03/01/16	Cell Phone Reimburse Mar 2016	11.67*			40 64000	465	10200
2	03/01/16	Cell Phone Reimburse Mar 2016	11.66			50 65000	465	10200
3	03/01/16	Cell Phone Reimburse Mar 2016	11.67			20 62000	465	10200
		Total for Vendor:	35.00					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1756	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	81.00					
	Acct #8000653							
1	680136A	01/29/16 Metals, Total-As	25.00*			50 65000	355	10200
2	680136A	01/29/16 Wet Chemistry - NO3-N	56.00*			50 65000	355	10200
1757	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	191.00					
	Acct #8000653							
1	680134A	01/29/16 Metals, Total-B-Na	39.00*			40 64000	355	10200
2	680134A	01/29/16 Wet Chemistry	127.00*			40 64000	355	10200
3	680134A	01/29/16 Sampling Pick-Up	25.00*			40 64000	355	10200
1758	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	81.00					
	Acct #8000653							
1	680137A	01/29/16 Metals, Total-As	25.00*			40 64000	355	10200
2	680137A	01/29/16 Wet Chemistry - SO4	56.00*			40 64000	355	10200
1770	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	104.00					
	Acct #8000653							
1	680292A	02/03/16 Coliform-QT-100	50.00*			50 65000	356	10200
2	680292A	02/03/16 Heterotrophic	54.00*			50 65000	357	10200
1771	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	52.00					
	Acct #8000653							
1	680294A	02/03/16 Coliform-QT-100	25.00*			50 65000	358	10200
2	680294A	02/03/16 Heterotrophic	27.00*			50 65000	358	10200
1772	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	54.00					
	Acct #8000653							
2	680297A	02/03/16 Heterotrophic	54.00*			50 65000	359	10200
1773	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	213.00					
	Acct #8000653							
2	680298A	02/03/16 Coliform-Colilert-P/A	80.00*			50 65000	359	10200
3	680298A	02/03/16 Heterotrophic	108.00*			50 65000	359	10200
4	680298A	02/03/16 Sampling-Pickup	25.00*			50 65000	359	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1774	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	81.00					
	Acct #8000653							
2	680226A	02/05/16 Metals, Total-As	42.00*			50 65000	358	10200
3	680226A	02/05/16 Wet Chemistry-NO3-N	14.00*			50 65000	358	10200
4	680226A	02/05/16 Sampling-Pickup	25.00*			50 65000	358	10200
1775	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	28.00					
	Acct #8000653							
3	680299A	02/05/16 Wet Chemistry-NO3-N	14.00*			50 65000	356	10200
4	680299A	02/05/16 Wet Chemistry-NO3-N	14.00*			50 65000	357	10200
1776	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	81.00					
	Acct #8000653							
2	680293A	02/05/16 Metals, Total-As	42.00*			50 65000	358	10200
3	680293A	02/05/16 Wet Chemistry-NO3-N	14.00*			50 65000	358	10200
4	680293A	02/05/16 Sampling-Pickup	25.00*			50 65000	358	10200
1784	15711S	112 FGL- ENVIRONMENTAL ANALYTICAL	105.00					
	Acct #8000653							
2	584236A	01/14/16 Metals, Total-As	66.00*			50 65000	358	10200
3	584236A	01/14/16 Wet Chemistry-NO3-N	14.00*			50 65000	358	10200
4	584236A	01/14/16 Sampling-Pickup	25.00*			50 65000	358	10200
1789	15750S	112 FGL- ENVIRONMENTAL ANALYTICAL	81.00					
	Acct #8000653							
2	680135A	02/11/16 Metals, Total-As	42.00*			50 65000	359	10200
3	680135A	02/11/16 Wet Chemistry-NO3-N	14.00*			50 65000	359	10200
4	680135A	02/11/16 Sampling-Pickup	25.00*			50 65000	359	10200
1801	15750S	112 FGL- ENVIRONMENTAL ANALYTICAL	81.00					
	Acct #8000653							
1	680348A	02/15/16 Metals, Total-As	42.00*			50 65000	358	10200
2	680348A	02/15/16 Wet Chemistry - NO3-N	14.00*			50 65000	358	10200
3	680348A	02/15/16 Sampling Pick-UP	25.00*			50 65000	358	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1802	15750S	112 FGL- ENVIRONMENTAL ANALYTICAL	100.00					
	Acct #8000653							
1	680295A	02/15/16 Wet Chemistry-Turbidity, Odo	25.00*			50 65000	356	10200
2	680295A	02/15/16 Wet Chemistry-Turbidity, Odor	25.00*			50 65000	357	10200
3	680295A	02/15/16 Wet Chemistry-Turbidity, Odor	50.00*			50 65000	359	10200
1803	15750S	112 FGL- ENVIRONMENTAL ANALYTICAL	72.00					
	Acct #8000653							
2	680296A	02/15/16 Coliform-Colilert-P/A	20.00*			50 65000	359	10200
3	680296A	02/15/16 Heterotrophic	27.00*			50 65000	359	10200
4	680296A	02/15/16 Wet Chemistry-Turbidity,Odor	25.00*			50 65000	359	10200
1820	15750S	112 FGL- ENVIRONMENTAL ANALYTICAL	213.00					
	Acct #8000653							
1	680444A	02/23/16 Coliform-Colilert-P/A	80.00*			50 65000	359	10200
2	680444A	02/23/16 Heterotrophic	108.00*			50 65000	359	10200
3	680444A	02/23/16 Sampling Pick-UP	25.00*			50 65000	359	10200
1821	15750S	112 FGL- ENVIRONMENTAL ANALYTICAL	54.00					
	Acct #8000653							
2	680445A	02/23/16 Heterotrophic	54.00*			50 65000	359	10200
		Total for Vendor:	1,672.00					
1811	15751S	401 FLUID RESOURCE MANAGEMENT	8,482.50					
	Collections Cleaning - Maintenance Driver Vactor							
1	W13936	02/17/16 Maintain Driver Vactor	8,482.50*			40 64000	570	10200
		Total for Vendor:	8,482.50					
1743	15712S	486 Glenn's Repair & Rental, Inc.	315.94					
	Customer #20274							
1	178892	01/14/16 Parts	157.97			40 64000	351	10200
2	178892	01/14/16 Parts	157.97*			50 65000	351	10200
		Total for Vendor:	315.94					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1817	15752S	125 GREAT WESTERN ALARM	72.00					
Acct #A0702								
1	202242101	03/01/16 Answering Service	36.00			40 64000	380	10200
2	202242101	03/01/16 Answering Service	36.00			50 65000	380	10200
1818	15752S	125 GREAT WESTERN ALARM	50.00					
SMCSD - WWTP								
1	202716101	03/01/16 Telephone Network Access	20.00			40 64000	380	10200
2	202716101	03/01/16 Monthly Alarm Monitoring	30.00			50 65000	380	10200
1819	15752S	125 GREAT WESTERN ALARM	30.00					
Acct #GW-661								
1	200545101	03/01/16 Monthly Alarm Monitoring	30.00			50 65000	380	10200
Total for Vendor:			152.00					
1827	15740S	126 GREEN, JOHN	100.00					
Board Member Stipend for February 2016 meeting								
1	03/01/16	February 2016 Stipend	100.00			10 61000	111	10200
Total for Vendor:			100.00					
1777	15713S	129 HACH	360.81					
Account #292463								
1	9777538	02/02/16 aa reagent set,chorine free	180.41*			50 65000	356	10200
2	9777538	02/02/16 aa reagent set,chorine free	180.40*			50 65000	357	10200
Total for Vendor:			360.81					
1794	15731S	496 KIM WELLS-BALL	69.65					
Refundable Water Deposit -								
Acct #27376-01, 1977 San Juan Bautisita St.								
1	Acct 27376	02/11/16 Water Deposit Refund	69.65*			50 65000	805	10200
Total for Vendor:			69.65					
1744	15714S	474 L.N. Curtis & Sons	221.10					
Customer No. 5354								
1	1383326-01	01/27/16 1 - XL FRSTRY Pan w/zipper	190.00			20 40500		10200
4	1383326-01	01/27/16 Shipping/Hndling	16.85			20 40500		10200
5	1383326-01	01/27/16 Sales Tax	14.25			20 40500		10200
Total for Vendor:			221.10					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1793	15732S	495 MARK GHANN-AMOAH	48.33					
Refund - Water Deposit Acct #27440-01								
579	11th St.							
1	Acct 27440	02/11/16 Water Deposit Refund - 274	48.33*			50 65000	805	10200
Total for Vendor:			48.33					
1779	15715S	175 MIKE ROACH ELECTRIC	1,230.00					
Job: Install Time Delay Relay & Test Well #3								
1	3755	02/02/16 Repair Conduits - Well1 #3	1,230.00*			50 65000	351	10200
1804	15753S	175 MIKE ROACH ELECTRIC	149.00					
Job: Replace bad relay @ Well #3								
1	3769	02/17/16 Sq. D. Relay/Labor/Service Trk	149.00*			50 65000	351	10200
Total for Vendor:			1,379.00					
1805	15754S	425 NFPA	315.00					
I.D. Number 2888259 2 year subscription								
1	6590165X	02/01/16 Membership renewal (2 years)	315.00			20 62000	385	10200
Total for Vendor:			315.00					
1809	15755S	499 NORCAST TELECOM NETWORKS	81.19					
Invoice for February 2016								
1	1218116021	02/14/16 Email, Domain Hosting	8.12			20 62000	375	10200
2	1218116021	02/14/16 Email, Domain Hosting	8.12			30 63000	375	10200
3	1218116021	02/14/16 Email, Domain Hosting	32.48			40 64000	375	10200
4	1218116021	02/14/16 Email, Domain Hosting	32.47			50 65000	375	10200
Total for Vendor:			81.19					
1832	15743S	500 PACIFIC WESTERN BANK	500.00					
Initial Deposit to start-up "Vehicle Replacement Fund" Bank Account								
1	03/01/16	Vehicle Replacement Fund	125.00*			20 62000	440	10200
2	03/01/16	Vehicle Replacement Fund	125.00*			30 63000	440	10200
3	03/01/16	Vehicle Replacement Fund	125.00*			40 64000	440	10200
4	03/01/16	Vehicle Replacement Fund	125.00*			50 65000	440	10200
Total for Vendor:			500.00					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1822	15735S	328 Parent, Tamara For the Month of March 2016 Cell Phone Reimbursement	35.00					
1	03/01/16	Cell phone Reimb March 2016	1.05			20 62000	465	10200
2	03/01/16	Cell phone Reimb March 2016	1.05			30 63000	465	10200
3	03/01/16	Cell phone Reimb March 2016	16.45*			40 64000	465	10200
4	03/01/16	Cell phone Reimb March 2016	16.45			50 65000	465	10200
Total for Vendor:			35.00					
1769	15716S	202 PASO ROBLES NEWSPAPERS Customer #3326	785.00					
1	81851 01/15/16	Ad - Garbage Public Hearing	157.00*			10 61000	393	10200
2	81851 01/15/16	Ad - Garbage Public Hearing	157.00			20 62000	393	10200
3	81851 01/15/16	Ad - Garbage Public Hearing	157.00*			30 63000	393	10200
4	81851 01/15/16	Ad - Garbage Public Hearing	157.00			40 64000	393	10200
5	81851 01/15/16	Ad - Garbage Public Hearing	157.00*			50 65000	393	10200
Total for Vendor:			785.00					
1807	15758S	209 PG&E Acct #3675186851-8	6,967.15					
1	02/17/16	Old Fire Station	22.10			20 62000	381	10200
2	02/17/16	New Fire Station	3.62			20 62000	381	10200
3	02/17/16	New Fire Station	3.61			40 64000	381	10200
4	02/17/16	New Fire Station	3.61			50 65000	381	10200
6	02/17/16	Well #4	1,470.12			50 65000	381	10200
7	02/17/16	WWTP	4,814.73			40 64000	381	10200
8	02/17/16	Booster Station	17.28			50 65000	381	10200
9	02/17/16	Mission Hgts Booster	10.84			50 65000	381	10200
10	02/17/16	Reservoir	33.17			50 65000	381	10200
11	02/17/16	Landscape/Street Lights	259.87			30 63000	381	10200
12	02/17/16	SLT Well Drink Water	51.24			50 65000	381	10200
13	02/17/16	Well #3	276.96			50 65000	381	10200
Total for Vendor:			6,967.15					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1808	15757S	208 PG&E	1,177.01					
Acct #8565976480-8 Service Address: 12th & K Street, San Miguel								
1	02/17/16	12th & K Street, San Miguel St	1,177.01			30 63000	381	10200
Total for Vendor:			1,177.01					
1806	15759S	498 RELIABLE OFFICE MACHINE REPAIR Toshiba/230 repair (C970 error code)	482.52					
1	5022 02/19/16	Repair Toshiba copy machine	48.26*			20 62000	415	10200
2	5022 02/19/16	Repair Toshiba copy machine	48.26*			30 63000	415	10200
3	5022 02/19/16	Repair Toshiba copy machine	193.00*			40 64000	415	10200
4	5022 02/19/16	Repair Toshiba copy machine	193.00*			50 65000	415	10200
Total for Vendor:			482.52					
1828	15741S	441 Reuck, Larry Board Member Stipend for February 2016	100.00					
1	03/01/16	February 2016 Stipend	100.00			10 61000	111	10200
Total for Vendor:			100.00					
1826	15736S	226 ROBERSON, ROB Cell Phone Reimbursement - March 2016	35.00					
1	03/01/16	Cell phone reimburse Mar 2016	35.00			20 62000	465	10200
Total for Vendor:			35.00					
1759	15717S	238 SAN MIGUEL GARBAGE Monthly - February 2016 Acct #318691	93.96					
1	02/01/16	WWTP Monthly trash disposal	46.98			40 64000	383	10200
2	02/01/16	WWTP Monthly trash disposal	46.98			50 65000	383	10200
Total for Vendor:			93.96					
1750	15718S	459 SELECT STAFFING Farrar, Michelle	791.71					
1	SL1594273 01/31/16	Temporary Staffing	197.93*			20 62000	325	10200
2	SL1594273 01/31/16	Temporary Staffing	197.93*			30 63000	325	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3	SL1594273	01/31/16 Temporary Staffing	197.93*			40 64000	325	10200
4	SL1594273	01/31/16 Temporary Staffing	197.92*			50 65000	325	10200
1751	15718S	459 SELECT STAFFING	2,474.55					
Farrar, Michelle - Placement Fee								
1	02/22/16	Placement Fee	618.64*			20 62000	325	10200
2	02/22/16	Placement Fee	618.64*			30 63000	325	10200
3	02/22/16	Placement Fee	618.64*			40 64000	325	10200
4	02/22/16	Placement Fee	618.63*			50 65000	325	10200
1780	15718S	459 SELECT STAFFING	870.17					
Farrar, Michelle								
1	SL1595764	02/07/16 Temporary Staffing	217.55*			20 62000	325	10200
2	SL1595764	02/07/16 Temporary Staffing	217.54*			30 63000	325	10200
3	SL1595764	02/07/16 Temporary Staffing	217.54*			40 64000	325	10200
4	SL1595764	02/07/16 Temporary Staffing	217.54*			50 65000	325	10200
1799	15761S	459 SELECT STAFFING	820.24					
Farrar, Michelle								
1	SL1602232	02/14/16 Temporary Staffing	205.06*			20 62000	325	10200
2	SL1602232	02/14/16 Temporary Staffing	205.06*			30 63000	325	10200
3	SL1602232	02/14/16 Temporary Staffing	205.06*			40 64000	325	10200
4	SL1602232	02/14/16 Temporary Staffing	205.06*			50 65000	325	10200
1810	15761S	459 SELECT STAFFING	684.72					
Farrar, Michelle								
1	SL1606888	02/21/16 Temporary Staffing	171.18*			20 62000	325	10200
2	SL1606888	02/21/16 Temporary Staffing	171.18*			30 63000	325	10200
3	SL1606888	02/21/16 Temporary Staffing	171.18*			40 64000	325	10200
4	SL1606888	02/21/16 Temporary Staffing	171.18*			50 65000	325	10200
Total for Vendor:			5,641.39					
1788	15719S	250 SLO CO CLERK-RECORDER	50.00					
Categorical Exemptions/Catergorical Exclusion Determination Form Fire Hydrant and Whaft Head Replacement Project								
1	Category Exempt application		50.00*			50 65000	530	10200
Total for Vendor:			50.00					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1792	15733S	489 SOUZA CONSTRUCTION, INC.	148.40					
Refundable Water Deposit - Souza Construction, Inc. Acct #27487-02, Hydrant Meter - 10th & Mission								
1	Acct 27487	02/02/16 Acct #27487-02, Hydrant Me	148.40*			50 65000	805	10200
Total for Vendor:			148.40					
1798	15729S	352 Staples Credit Plan	363.55					
Office Supplies / February 2016 Acct #6035 5178 6257 8738								
1	1504349361	02/10/16 Brother Printer Toner	64.89*			20 62000	410	10200
2	1504349361	02/10/16 Brother Printer Toner	64.89*			30 63000	410	10200
3	1504349361	02/10/16 Brother Printer Toner	64.89*			40 64000	410	10200
4	1504349361	02/10/16 Brother Printer Toner	64.89			50 65000	410	10200
5	1504349361	02/10/16 Printer Paper (2 reams)	26.00*			20 62000	410	10200
9	1503439361	02/10/16 Printer Paper (2 reams)	26.00*			30 63000	410	10200
10	150349361	02/10/16 Printer Paper (2 reams)	26.00*			40 64000	410	10200
16	150349361	02/10/16 Printer Paper (2 reams)	25.99*			40 64000	410	10200
Total for Vendor:			363.55					
1800	15762S	275 SWRCB Accounting Office	4,704.00					
Community Water System at \$6.00 per service connection - 784 service connections								
System No.: 4010010								
1	SW-1004215	12/18/15 784 - service connections	4,704.00*			50 65000	385	10200
Total for Vendor:			4,704.00					
1749	15720S	276 SWRCB-DWOCP	90.00					
Tracey, David D3 Certification								
1	Tracey, D.	02/02/16 D3 Certification Fee	90.00			40 64000	386	10200
Total for Vendor:			90.00					
1745	15721S	281 TESCO	28,200.00					
Cust Number: SAN/MI Job Number: 0045073								
1	0058742-IN	01/26/16 SCADA System	22,560.00			50 10350		10200
2	0058742-IN	01/26/16 SCADA System	5,640.00			40 10350		10200
Total for Vendor:			28,200.00					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1755	15722S	282 THE BLUEPRINTER	56.55					
		BOD Packets for January 2016 Regular Meeting (no copying machine)						
1	56971	01/20/16 BOD Packets	56.55			10 61000	320	10200
		Total for Vendor:	56.55					
1746	15723S	492 TIMECLOCK PLUS by DATA	3,758.23					
		Customer #252831						
1	379828	01/29/16 Setup Fee/TimeClock/License	751.65			10 10350		10200
2	379828	01/29/16 Setup Fee/TimeClock/License	751.65			20 10350		10200
3	379828	01/29/16 Setup Fee/TimeClock/License	751.65			30 10350		10200
4	379828	01/29/16 Setup Fee/TimeClock/License	751.64			40 10350		10200
5	379828	01/29/16 Setup Fee/TimeClock/License	751.64			50 10350		10200
		Total for Vendor:	3,758.23					
1824	15737S	290 TRACEY, DAVID	35.00					
		Cell Phone Reimbursement - March 2016						
1	03/01/16	Cell Phone Reimburse Mar 2016	11.67*			40 64000	465	10200
2	03/01/16	Cell Phone Reimburse Mar 2016	11.66			50 65000	465	10200
3	03/01/16	Cell Phone Reimburse Mar 2016	11.67			20 62000	465	10200
		Total for Vendor:	35.00					
1760	15724S	291 TRAILER BARN, INC.	217.95					
		Cust #P50189						
1	78360	02/02/16 15' Battery Disconnect ext	23.80*			40 64000	570	10200
2	78360	02/02/16 5' Battery Disconnect ext	16.15*			40 64000	570	10200
3	78360	02/02/16 Solar 10 Watt Charger	178.00*			40 64000	570	10200
1761	15724S	291 TRAILER BARN, INC.	17.43					
		Cust #P50189						
		Sales Tax for Invoice #78360						
1	78415	02/02/16 Sales Tax	17.43*			40 64000	498	10200
1781	15724S	291 TRAILER BARN, INC.	356.00					
		Cust #P50189						
3	78209	01/19/16 Solar 10 Watt Charger	178.00			40 64000	351	10200
4	78209	01/19/16 Solar 10 Watt Charger	178.00*			50 65000	351	10200
		Total for Vendor:	591.38					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1830	15742S	453 Travis Dawes	100.00					
		Board Stipend for the Month - February 2016						
1	03/01/16	February 2016 Stipend	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
1754	15725S	301 US BANK	1,177.69					
		Acct #4246 0445 5565 2647						
1	01/22/16	Salinas River Symposium	230.00			50 65000	386	10200
2	01/22/16	Witmer - gear bags	119.16			20 62000	455	10200
3	01/22/16	Burt Ind - unv male adpt	2.76			40 64000	351	10200
4	01/22/16	Burt Ind - unv male adpt	2.75*			50 65000	351	10200
5	01/22/16	Lowe's - sewer video	138.69*			40 64000	570	10200
6	01/22/16	Lowe's - bungee	80.95*			40 64000	570	10200
7	01/22/16	Amazon - safety glasses	54.00			20 62000	450	10200
8	01/22/16	Salinas River Symposium	115.00			50 65000	386	10200
9	01/22/16	Jungle Disk	23.92			20 62000	455	10200
10	01/22/16	Amazon - hearing protectors	12.85			20 62000	455	10200
11	01/22/16	Amazon - Ear plugs	79.38			20 62000	455	10200
12	01/22/16	Amzon - Stethoscopes	117.47			20 62000	455	10200
13	01/22/16	Galls - Fire Gear	200.76			20 62000	455	10200
		Total for Vendor:	1,177.69					
1783	15726S	303 USA BLUEBOOK	109.28					
		Customer No. 931858						
1	861033	02/01/16 Doorknob Cards, Bilingual	19.36*			50 65000	356	10200
2	861033	02/01/16 Stenner Injection fitting	44.96*			50 65000	357	10200
4	861033	02/01/16 Stenner Flow indicator	44.96			50 65000	305	10200
		Total for Vendor:	109.28					
1747	15727S	308 VERIZON 2818	53.04					
		Acct #45 4586 3972328691 10						
1	Jan/Feb 16	01/22/16 Well #4	53.04*			50 65000	310	10200
		Total for Vendor:	53.04					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1785	15728S	310 Viborg Sand & Gravel Inc	7,100.00					
Contract Billing - 10 loads sludge hauled to dump @ \$350/load								
1	30504	02/09/16 10 loads sludge hauled to dump	3,500.00			40 64000	582	10200
2	30504	02/09/16 Regrade Dirt Dike	3,100.00			40 64000	585	10200
3	30504	02/09/16 Trucking - Haul Concrete & AC	500.00*			40 64000	583	10200
1786	15728S	310 Viborg Sand & Gravel Inc	340.22					
1	30503	02/09/16 Recycled Class II Base	308.07			40 64000	582	10200
2	30503	02/09/16 CA & Fed Enviro Compliance Fee	7.50			40 64000	585	10200
3	30503	02/09/16 Sales Tax	24.65*			40 64000	498	10200
Total for Vendor:			7,440.22					
1790	15765S	313 WALLACE GROUP	227.50					
Project: 0406-0002-00 SMCSD - General District Engineering								
1	40902	02/09/16 General Engineering	113.75			40 64000	326	10200
2	3	40902 02/09/16 General Engineering	113.75			50 65000	326	10200
1791	15765S	313 WALLACE GROUP	227.50					
Project: 0406-0004-00 SMCSD - Will Serve Letters								
1	40903	02/09/16 Tract 2527, Will Serve Letters	113.75			40 64000	326	10200
2	3	40903 02/09/16 Tract 2527, Will Serve Letters	113.75			50 65000	326	10200
Total for Vendor:			455.00					
# of Claims			82	Total:				146,179.34

03/08/16
14:01:31

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Fund Summary for Claims
For the Accounting Period: 2/16

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Report ID: AP110

Fund/Account	Amount
10 GENERAL ADMINISTRATION	
10200 HOB - General	\$14,890.20
20 FIRE PROTECTIVE SERVICES	
10200 HOB - General	\$4,377.68
30 LIGHTING	
10200 HOB - General	\$4,060.59
40 SANITARY	
10200 HOB - General	\$40,884.73
50 WATER	
10200 HOB - General	\$78,811.14
60 SOLID WASTE	
10200 HOB - General	\$3,155.00
Total:	\$146,179.34

04/12/16
10:12:56

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 3/16

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Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1833	15745S	8 AIRGAS	149.56					
		Customer ID: 2447482						
1	9048536495	02/18/16 Compressed Oxygen	149.56			20 62000	450	10200
		Total for Vendor:	149.56					
1891	15791S	406 Anthony Kalvans	100.00					
		Board Member Stipend for March 2016 meeting						
		Meeting Date: March 24, 2016						
1	04/01/16	March 2016 Stipend	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
1889	15792S	39 BUCKMAN, GIB	100.00					
		Board Member Stipend for March 2016 meeting						
		Meeting Date: March 24, 2016						
1	04/01/16	March 2016 Stipend	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
1849	3270S	54 CALPERS	1,052.92					
		CalPers ID 5069981886						
		Rate Plan 4680 - \$896.57 - Dodds, Kelly & Tracey, David						
		Rate Plane 26019 - \$156.35 - Parent, Tamara						
1	Plan 26019	03/04/16 Cal Pers ID 5069981886	156.35*			10 61000	205	10250
2	Plan 4680	03/04/16 Cal Pers ID 5069981886	896.57*			10 61000	205	10250
		Total for Vendor:	1,052.92					
1853	15767S	67 CHARTER COMMUNICATIONS	313.99					
		Account #8245 10 105 0027311						
		Spectrum Buiness - Monthly						
		Internet/Voice						
1	03/01/16	Internet/Voice	31.40			20 62000	310	10200
2	03/01/16	Internet/Voice	31.39*			30 63000	310	10200
3	03/01/16	Internet/Voice	125.60			40 64000	310	10200
4	03/01/16	Internet/Voice	125.60*			50 65000	310	10200
		Total for Vendor:	313.99					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1840	-99808E	482 CHEVRON AND TEXACO UNIVERSAL	564.62					
		Phone Pay w/ Ck#15744 - Transaction #CM0222916						
1	March 2016	03/01/16 Fuel	564.62			20 62000	485	10200
		Total for Vendor:	564.62					
1876	15796S	429 County of San Luis Obispo - EH	109.20					
		NOV - DEC 2015 / FACILITY ID FA0004946						
		ACCT# AR0011381						
		BILLING FOR CROSS-CONNECTION CONTROL SERVICES						
1	IN0103026	02/01/16 Cross-Connection Control Sv	109.20*			50 65000	362	10200
		Total for Vendor:	109.20					
1872	15784S	503 DENNIS BUCK	62.69					
		Refundable Water Deposit -						
		Acct #27247-01, 1520 L Street						
1	Acct 27247	03/15/16 Water Deposit Refund	62.69*			50 65000	805	10200
		Total for Vendor:	62.69					
1880	15787S	93 DODDS, KELLY	35.00					
		Cell Phone Reimbursement - April 2016						
1	04/01/16	Cell Phone Reimb. April 2016	11.67*			40 64000	465	10200
2	04/01/16	Cell Phone Reimb. April 2016	11.66			50 65000	465	10200
3	04/01/16	Cell Phone Reimb. April 2016	11.67			20 62000	465	10200
		Total for Vendor:	35.00					
1867	15768S	105 FAILSAFE TESTING	160.40					
1	8344	03/14/16 Annual Ladder Testing	160.40			20 62000	351	10200
		Total for Vendor:	160.40					
1834	15748S	107 FARM SUPPLY	300.98					
		Cust No. 61338						
1	89233	02/19/16 Glyphosate Plus 2.5 Gal	150.49			40 64000	305	10200
2	89233	02/19/16 Glyphosate Plus 2.5 Gal	150.49			50 65000	305	10200
		Total for Vendor:	300.98					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1835	15749S	109 FERGUSON ENTERPRISES	2,303.77					
Acct #725334								
1	3001102	02/22/16 Oak Dr. Water Line Replacemen	2,303.77*			50 60505	520	10200
1844	15769S	109 FERGUSON ENTERPRISES	1,526.28					
Acct #725334								
1	3020416	02/25/16 Hydrant Replacement	1,526.28*			50 60505	530	10200
1858	15769S	109 FERGUSON ENTERPRISES	835.29					
Acct #725334								
1	3034594	03/03/16 Oak Dr. Water Line Replacemen	835.29*			50 60505	353	10200
1859	15769S	109 FERGUSON ENTERPRISES	1,127.52					
Acct #725334								
1	3034194	02/29/16 Oak Dr. Water Line Replacemen	1,127.52*			50 60505	520	10200
1884	15797S	109 FERGUSON ENTERPRISES	501.52					
Acct #725334								
1	3096360	03/16/16 Oak Dr. Water Line Replacemen	501.52*			50 60505	535	10200
1885	15797S	109 FERGUSON ENTERPRISES	438.38					
Acct #725334								
1	3098251	03/16/16 WWTP Water Line Replacement	438.38*			40 64000	535	10200
Total for Vendor:			6,732.76					
1845	15783S	112 FGL- ENVIRONMENTAL ANALYTICAL	81.00					
Acct #8000653								
1	680446A	02/29/16 Metals, Total-As	42.00*			50 65000	358	10200
2	680446A	02/29/16 Wet Chemistry - NO3-N	14.00*			50 65000	358	10200
3	680446A	02/29/16 Sampling-Pickup	25.00*			50 65000	358	10200
1846	15783S	112 FGL- ENVIRONMENTAL ANALYTICAL	81.00					
Acct #8000653								
1	680481A	02/29/16 Metals, Total-As	42.00*			50 65000	358	10200
2	680481A	02/29/16 Wet Chemistry - NO3-N	14.00*			50 65000	358	10200
3	680481A	02/29/16 Sampling-Pickup	25.00*			50 65000	358	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1860	15783S	112 FGL- ENVIRONMENTAL ANALYTICAL	47.00					
	Acct #8000653							
1	680526A	03/04/16 Coliform-Colilert-P/A	20.00*			50 65000	358	10200
2	680526A	03/04/16 Heterotrophic	27.00*			50 65000	358	10200
1861	15783S	112 FGL- ENVIRONMENTAL ANALYTICAL	213.00					
	Acct #8000653							
1	680528A	03/04/16 Coliform-Colilert-P/A	80.00*			50 65000	359	10200
2	680528A	03/04/16 Heterotrophic	108.00*			50 65000	359	10200
3	680528A	03/04/16 Sampling-Pickup	25.00*			50 65000	359	10200
1862	15783S	112 FGL- ENVIRONMENTAL ANALYTICAL	94.00					
	Acct #8000653							
1	680531A	03/04/16 Coliform-Colilert-P/A	47.00*			50 65000	356	10200
2	680531A	03/04/16 Heterotrophic	47.00*			50 65000	357	10200
1863	15783S	112 FGL- ENVIRONMENTAL ANALYTICAL	60.00					
	Acct #8000653							
1	680532A	03/04/16 Coliform-Colilert-P/A	60.00*			50 65000	359	10200
1864	15783S	112 FGL- ENVIRONMENTAL ANALYTICAL	54.00					
	Acct #8000653							
1	680536A	03/04/16 Heterotrophic	54.00*			50 65000	359	10200
		Total for Vendor:	630.00					
1887	15793S	126 GREEN, JOHN	100.00					
		Board Member Stipend for March 2016 meeting						
		Meeting date: March 24, 2016						
1	04/01/16	March 2016 Stipend	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
1886	15798S	132 HD SUPPLY WATERWORKS, LTD.	1,253.04					
	Acct #210091							
1	F252904	03/17/16 Dialog Register	1,253.04			50 65000	525	10200
		Total for Vendor:	1,253.04					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1874	15785S	418 Kallie Johnson Refundable Water Deposit - Acct #27361-03, 890 Camino Del Sol	14.81					
1	Acct 27361	03/15/16 Water Deposit Refund	14.81*			50 65000	805	10200
		Total for Vendor:	14.81					
1873	15786S	504 KYLER OLSON Refundable Water Deposit - Acct #27463-03, 1455 Verde Place	66.59					
1	Acct 27463	03/15/16 Water Deposit Refund	66.59*			50 65000	805	10200
		Total for Vendor:	66.59					
1854	15771S	474 L.N. Curtis & Sons Customer No. 5354	2,694.75					
1	1383326-03	02/29/16 (6) Large Premier Frstry C	1,236.00			20 40500		10200
4	1383326-03	02/29/16 (6) XL Premier Frstry Coat	1,236.00			20 40500		10200
5	1383326-03	02/29/16 Sales Tax	185.40			20 40500		10200
6	1383326-03	02/29/16 Transportation	37.35			20 40500		10200
1868	15771S	474 L.N. Curtis & Sons Customer No. 5354	843.03					
1	1383326-02	03/07/16 4 - Large FRSTRY Pant	760.00			20 40500		10200
4	1383326-02	01/27/16 Shipping/Hndling	26.03			20 40500		10200
5	1383326-02	01/27/16 Sales Tax	57.00			20 40500		10200
		Total for Vendor:	3,537.78					
1870	15772S	430 Master Meter, Inc. Customer #0212020 April 1, 2016 - March 31, 2017	1,500.00					
1	148232	03/07/16 Masterlink - Support & Maint.	1,500.00*			50 65000	385	10200
		Total for Vendor:	1,500.00					
1883	15799S	499 NORCAST TELECOM NETWORKS Invoice for March 2016	32.02					
1	1218116031	03/14/16 Email, Domain Hosting	3.20			20 62000	375	10200
2	1218116031	03/14/16 Email, Domain Hosting	3.20			30 63000	375	10200
3	1218116031	03/14/16 Email, Domain Hosting	12.81			40 64000	375	10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4	1218116031	03/14/16 Email, Domain Hosting	12.81			50 65000	375	10200
		Total for Vendor:	32.02					
1879	15788S	328 Parent, Tamara For the Month of April 2016 Cell Phone Reimbursement	35.00					
1	04/01/16	Cell phone Reimb April 2016	1.05			20 62000	465	10200
2	04/01/16	Cell phone Reimb April 2016	1.05			30 63000	465	10200
3	04/01/16	Cell phone Reimb April 2016	16.45*			40 64000	465	10200
4	04/01/16	Cell phone Reimb April 2016	16.45			50 65000	465	10200
		Total for Vendor:	35.00					
1836	15756S	203 PASO ROBLES SAFE & LOCK, INC. Customer #24061	187.27					
1	1227 02/18/16	12 Padlocks	187.27			50 65000	420	10200
		Total for Vendor:	187.27					
1837	15760S	221 RENTAL DEPOT Customer #6695	534.00					
1	202302-2 02/24/16	Oak Dr. Water Line Replaceme	534.00*			50 60505	520	10200
		Total for Vendor:	534.00					
1888	15794S	441 Reuck, Larry Board Member Stipend for March 2016 Meeting Date: March 24, 2016	100.00					
1	04/01/16	March 2016 Stipend	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
1882	15789S	226 ROBERSON, ROB Cell Phone Reimbursement - April 2016	35.00					
1	04/01/16	Cell phone reimb. April 2016	35.00			20 62000	465	10200
		Total for Vendor:	35.00					
1851	15773S	238 SAN MIGUEL GARBAGE Monthly - March 2016 Acct #318691	95.47					
1	March 2016 03/01/16	WWTP Monthly trash disposa	47.74			40 64000	383	10200
2	March 2016 03/01/16	WWTP Monthly trash disposa	47.73			50 65000	383	10200
		Total for Vendor:	95.47					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1847	15774S	349 Shore-Tek Trench & Excavation	462.50					
Account #1324 Valve raising on River Rd. from Cal-Portland road improvements								
1	1596	02/23/16 Valve Raising	462.50*			50 65000	553	10200
Total for Vendor:			462.50					
1852	15766S	502 SIMONS CONSTRUCTION, INC.	500.00					
Well House Roof Repair (Capital Reserve Acct.)								
1	03/07/16	Well House Roof Repair	500.00			50 10350		10200
Total for Vendor:			500.00					
1865	15775S	352 Staples Credit Plan	195.23					
Office Supplies / March 2016 Acct #6035 5178 6257 8738								
1	9735027556	02/10/16 Printer Toner TN750	21.72*			20 62000	410	10200
2	9735027556	02/10/16 Printer Toner TN750	21.72*			30 63000	410	10200
3	9735027556	02/10/16 Printer Toner TN750	21.72*			40 64000	410	10200
4	9735207556	02/10/16 Printer Toner TN750	21.72			50 65000	410	10200
5	9735027556	02/10/16 Post-It Notes	3.90*			20 62000	410	10200
9	9735027556	02/10/16 Post-It Notes	3.90*			30 63000	410	10200
10	9735027556	02/10/16 Post-It Notes	3.90*			40 64000	410	10200
16	9735027556	02/10/16 Post-It Notes	3.89*			40 64000	410	10200
17	9736097425	03/10/16 Soft Phone Shoulder Rest	8.20*			20 62000	410	10200
18	9736097425	02/10/16 Soft Phone Shoulder Rest	8.20*			30 63000	410	10200
19	9736097425	02/10/16 Soft Phone Shoulder Rest	8.20*			40 64000	410	10200
20	9736097425	02/10/16 Soft Phone Shoulder Rest	8.20			50 65000	410	10200
21	9736097425	02/10/16 Printer Toner TN430	17.37*			20 62000	410	10200
22	9736097425	02/10/16 Printer Toner TN430	17.37*			30 63000	410	10200
23	9736097425	02/10/16 Printer Toner TN430	17.37*			40 64000	410	10200
24	9736097425	02/10/16 Printer Toner TN430	17.37			50 65000	410	10200
25	Coupon	02/10/16 Coupon	-2.38*			20 62000	410	10200
26	Coupon	02/10/16 Coupon	-2.38*			30 63000	410	10200
27	Coupon	02/10/16 Coupon	-2.38*			40 64000	410	10200
28	Coupon	02/10/16 Coupon	-2.38			50 65000	410	10200
Total for Vendor:			195.23					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1866	15776S	276 SWRCB-DWOCP	170.00					
		Tuson, Philip - Grade 1 (Operating in Training Cert.)						
1	Tuson, P.	03/14/16 Operating in Training Cert.	170.00*			40 64000	715	10200
		Total for Vendor:	170.00					
1850	15777S	282 THE BLUEPRINTER	58.97					
		Fire Hydrant letter (no copying machine)						
1	57154	02/03/16 fire hydrant replacement ltr	58.97*			50 65000	320	10200
		Total for Vendor:	58.97					
1843	15778S	492 TIMECLOCK PLUS by DATA	50.00					
		Customer #252831						
1	383477	03/01/16 TimeClock Plus/Mo. License Fee	10.00*			10 61000	715	10200
2	383477	03/01/16 TimeClock Plus/Mo. License Fee	10.00			20 62000	715	10200
3	383477	03/01/16 TimeClock Plus/Mo. License Fee	10.00*			30 63000	715	10200
4	383477	03/01/16 TimeClock Plus/Mo. License Fee	10.00*			40 64000	715	10200
5	383477	03/01/16 TimeClock Plus/Mo. License Fee	10.00			50 65000	715	10200
		Total for Vendor:	50.00					
1878	15800S	408 Tom Bordonaro JR. County	147.15					
1	41329	03/16/16 Parcel Reports (2)	147.15			20 40220		10200
		Total for Vendor:	147.15					
1877	15801S	289 TOTALFUNDS BY HASLER	500.00					
		Acct#7900011001302978						
2		02/12/16 Postage	125.00*			20 62000	315	10200
3		02/12/16 Postage	125.00*			30 64000	315	10200
4		02/12/16 Postage	125.00*			40 65000	315	10200
5		02/12/16 postage	125.00*			50 62000	315	10200
		Total for Vendor:	500.00					
1881	15790S	290 TRACEY, DAVID	35.00					
		Cell Phone Reimbursement - April 2016						
1		04/01/16 Cell Phone Reimb. April 2016	11.67*			40 64000	465	10200
2		04/01/16 Cell Phone Reimb. April 2016	11.66			50 65000	465	10200
3		04/01/16 Cell Phone Reimb. April 2016	11.67			20 62000	465	10200
		Total for Vendor:	35.00					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1890	15795S	453 Travis Dawes	100.00					
Board Stipend for the Month - March 2016 Meeting Date: March 24, 2016								
1	04/01/16	March 2016 Stipend	100.00			10 61000	111	10200
Total for Vendor:			100.00					
1839	15763S	301 US BANK	865.10					
Acct #4246 0445 5565 2647								
1	02/22/16	Smog - Vehicle 8600	41.75			20 62000	354	10200
2	02/22/16	Vista Print - Fed Tax ID Stamp	8.61*			40 64000	410	10200
3	02/22/16	Vista Print - Fed Tax ID Stamp	8.60			50 65000	410	10200
4	02/22/16	Brother Printer for SCADA	527.79			50 10350		10200
5	02/22/16	Jungle Disk	24.27			20 62000	455	10200
6	02/22/16	Smog - WW Utility Truck	20.88			40 64000	354	10200
7	02/22/16	Smog - Water Utility Truck	20.87			50 65000	354	10200
8	02/22/16	Smog - Vehicle 8601	50.00			20 62000	354	10200
9	02/22/16	Concrete/valve colllars	162.33			50 65000	354	10200
Total for Vendor:			865.10					
1848	15779S	302 US POSTAL SERVICE	114.00					
PO Box 180 - Annual Fee								
1	2016 02/01/16	Annual Fee - PO Box 180	22.80*			10 61000	715	10200
2	2016 02/01/16	Annual Fee - PO Box 180	22.80			20 62000	715	10200
3	2016 02/01/16	Annual Fee - PO Box 180	22.80*			30 63000	715	10200
4	2016 02/01/16	Annual Fee - PO Box 180	22.80*			40 63000	715	10200
5	2016 02/01/16	Annual Fee - PO Box 180	22.80			50 65000	715	10200
Total for Vendor:			114.00					
1871	15782S	303 USA BLUEBOOK	96.70					
Customer No. 931858								
1	888576 03/03/16	Doorknob Cards, Bilingual	96.70			50 65000	305	10200
Total for Vendor:			96.70					
1857	15780S	327 Valli Information Systems	88.35					
1	34469 03/01/16	Web Posting, Online Maint.	44.18			40 64000	305	10200
2	34469 03/01/16	Web Posting, Online Maint.	44.17			50 65000	305	10200
Total for Vendor:			88.35					

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 3/16

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1838	15764S	308 VERIZON 2818	52.83					
	Acct #45 4586 3972328691 10							
	Phone - 805-467-2818							
1	Mar 2016 02/22/16	Well #4	52.83*			50 65000	310	10200
		Total for Vendor:	52.83					
1875	15802S	313 WALLACE GROUP	136.50					
	Project: 0406-0002-00							
	Camp Roberts WW Study							
1	41207 03/15/16	Camp Roberts WW Study	113.75			40 64000	326	10200
2								
3	41207 03/15/16	Camp Roberts WW Study	22.75			50 65000	326	10200
		Total for Vendor:	136.50					
1855	15781S	318 WILDHORSE PROPANE	457.68					
	ACCT #SANMI1							
1	U0055329 02/29/16	PROPANE	68.66			20 62000	382	10200
2	U0055329 02/29/16	PROPANE	22.88			30 63000	382	10200
3	U0055329 02/29/16	PROPANE	183.07			40 64000	382	10200
4	U0055329 02/29/16	PROPANE	183.07			50 65000	382	10200
		Total for Vendor:	457.68					
		# of Claims	55	Total:	21,833.11			
		Total Electronic Claims			564.62			
		Total Non-Electronic Claims			21268.49			

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Fund Summary for Claims
For the Accounting Period: 3/16

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Fund/Account	Amount
10 GENERAL ADMINISTRATION	
10200 HOB - General	\$532.80
10250 HOB - Payroll	\$1,052.92
20 FIRE PROTECTIVE SERVICES	
10200 HOB - General	\$5,044.79
30 LIGHTING	
10200 HOB - General	\$265.13
40 SANITARY	
10200 HOB - General	\$1,565.80
50 WATER	
10200 HOB - General	\$13,371.67
Total:	\$21,833.11

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
10 GENERAL ADMINISTRATION						
40370 Myers Reimbursement						
		Account Total:	0.00	0.00	12,500.00	12,500.00
43000 Property Taxes Collected						
		Account Total:	0.00	0.00	0.00	0.00
46000 Interest						
		Account Total:	0.00	1,823.54	0.00	-1,823.54
46005 Franchise Fees						
		Account Total:	0.00	0.00	0.00	0.00
46020 Transfer In -Fire (16.5%)						
		Account Total:	0.00	0.00	11,801.00	11,801.00
46030 Transfer In -Lighting (3%)						
		Account Total:	0.00	0.00	2,146.00	2,146.00
46040 Transfer In -Sewer (40%)						
		Account Total:	0.00	0.00	28,608.00	28,608.00
46050 Transfer In -Water (40%)						
		Account Total:	0.00	0.00	28,608.00	28,608.00
46060 Transfer In- Solid Waste (0.5%)						
		Account Total:	0.00	0.00	357.00	357.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
46151 Refund/Adjustments						
		Account Total:	0.00	121.76	0.00	-121.76
		Fund Total:	0.00	1,945.30	84,020.00	82,074.70

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
20 FIRE PROTECTIVE SERVICES						
40220 Weed Abatement Fees						
RV 273 5	Property Taxes Jan 16	62	177.00	2/16		
		Account Total:	177.00	949.00	1,000.00	51.00
40300 Fireworks Permit Fees						
		Account Total:	0.00	0.00	1,000.00	1,000.00
40320 Fire Impact Fees						
		Account Total:	0.00	54,993.14	67,000.00	12,006.86
40410 Mutual Aid Fires						
		Account Total:	-336.00	-336.00	0.00	336.00
40420 Ambulance Reimbursement						
		Account Total:	0.00	2,207.87	2,200.00	-7.87
40500 VFF Assistance Grant						
CL 1744 1	1 - XL FRSTRY Pan w/zipper	1383326-01	-190.00	2/16		
CL 1744 4	Shipping/Hndling	1383326-01	-16.85	2/16		
CL 1744 5	Sales Tax	1383326-01	-14.25	2/16		
		Account Total:	-221.10	-2,063.93	5,000.00	7,063.93
40750 Solid Waste Contract						
		Account Total:	0.00	0.00	0.00	0.00
42200 Fire Recovery Program						
		Account Total:	0.00	0.00	500.00	500.00
43000 Property Taxes Collected						
RV 273 1	Property Taxes Jan 16	62	9,926.43	2/16		
		Account Total:	9,926.43	183,202.03	264,430.00	81,227.97
44000 Forestry & Fire Protection Reimbursement						
CL 1787 1	Returning check #06-304605		-336.00	2/16		
		Account Total:	0.00	7,232.16	0.00	-7,232.16
46000 Interest						
		Account Total:	0.00	0.00	0.00	0.00
46010 Transfer In						
		Account Total:	0.00	0.00	33,151.00	33,151.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
20 FIRE PROTECTIVE SERVICES						
46151 Refund/Adjustments						
		Account Total:	0.00	19.43	0.00	-19.43
46152 Recycling						
		Account Total:	0.00	0.00	0.00	0.00
46155 Will Serve Processing Fees						
		Account Total:	0.00	0.00	0.00	0.00
46175 Sale of Surplus Property						
		Account Total:	0.00	0.00	0.00	0.00
46180 Public Records Requests						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	9,546.33	246,203.70	374,281.00	128,077.30

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
30 LIGHTING						
43000 Property Taxes Collected						
RV 273 3	Property Taxes Jan 16	62	2,726.98	2/16		
		Account Total:	2,726.98	50,735.97	75,229.00	24,493.03
46000 Interest						
		Account Total:	0.00	0.00	0.00	0.00
46010 Transfer In						
		Account Total:	0.00	0.00	29,994.00	29,994.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
46151 Refund/Adjustments						
		Account Total:	0.00	19.43	0.00	-19.43
46180 Public Records Requests						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	2,726.98	50,755.40	105,223.00	54,467.60

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
40 SANITARY						
40440 CDBG Grant						
		Account Total:	0.00	0.00	0.00	0.00
40750 Solid Waste Contract						
RV 270 1	Garbage Franchise Fees	31	2,241.42	2/16		
RV 271 1	SM Garbage Franchise Fee	32	195.97	2/16		
		Account Total:	2,437.39	15,007.18	0.00	-15,007.18
40760 Sludge Bed - Co. of San Luis Obispo Lease						
		Account Total:	0.00	0.00	0.00	0.00
40850 Wastewater Connection Fees						
		Account Total:	0.00	265,946.00	150,000.00	-115,946.00
40900 Wastewater Sales						
UB 654 3	Billing - UB		27,933.22	2/16		
UB 658 1	Adjustment - UB		-35.85	2/16		
		Account Total:	27,897.37	224,420.72	318,000.00	93,579.28
40910 Wastewater Late Charges						
UB 654 2	Billing - UB		619.65	2/16		
UB 658 2	Adjustment - UB		-21.95	2/16		
		Account Total:	597.70	4,450.03	0.00	-4,450.03
43000 Property Taxes Collected						
RV 273 2	Property Taxes Jan 16	62	1,609.41	2/16		
		Account Total:	1,609.41	28,819.95	45,148.00	16,328.05
46000 Interest						
		Account Total:	0.00	0.00	0.00	0.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
46151 Refund/Adjustments						
		Account Total:	0.00	77.71	0.00	-77.71
46153 Plan Check Fees						
		Account Total:	0.00	0.00	0.00	0.00
46155 Will Serve Processing Fees						
		Account Total:	0.00	0.00	0.00	0.00
46175 Sale of Surplus Property						
		Account Total:	0.00	0.00	0.00	0.00

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

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Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
40 SANITARY						
46180 Public Records Requests						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	32,541.87	538,721.59	513,148.00	-25,573.59

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
50 WATER 40440 CDBG Grant						
		Account Total:	0.00	-910.00	5,000.00	5,910.00
40900 Wastewater Sales						
		Account Total:	0.00	0.00	1,000.00	1,000.00
41000 Water Sales						
UB 654 6	Billing - UB		20,628.18	2/16		
UB 658 4	Adjustment - UB		-20.85	2/16		
		Account Total:	20,607.33	220,230.61	362,996.00	142,765.39
41001 Water Connection Fees						
		Account Total:	0.00	252,050.00	0.00	-252,050.00
41005 Water Late Charges						
UB 654 5	Billing - UB		1,221.88	2/16		
UB 658 5	Adjustment - UB		-11.53	2/16		
		Account Total:	1,210.35	9,032.85	0.00	-9,032.85
41010 Water Meter Fees						
		Account Total:	0.00	4,050.00	95,000.00	90,950.00
43000 Property Taxes Collected						
		Account Total:	0.00	0.00	0.00	0.00
44005 State Grants						
		Account Total:	0.00	0.00	0.00	0.00
46000 Interest						
		Account Total:	0.00	0.00	1,000.00	1,000.00
46010 Transfer In						
		Account Total:	0.00	0.00	15,786.00	15,786.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
46151 Refund/Adjustments						
		Account Total:	0.00	573.85	0.00	-573.85
46153 Plan Check Fees						
		Account Total:	0.00	0.00	2,000.00	2,000.00
46155 Will Serve Processing Fees						
		Account Total:	0.00	0.00	500.00	500.00

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

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Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
50 WATER						
46175	Sale of Surplus Property					
		Account Total:	0.00	0.00	0.00	0.00
46180	Public Records Requests					
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	21,817.68	485,027.31	483,282.00	-1,745.31

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

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Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
60 SOLID WASTE 40750 Solid Waste Contract						
		Account Total:	0.00	0.00	0.00	0.00
46005 Franchise Fees						
		Account Total:	0.00	6,188.36	28,000.00	21,811.64
46010 Transfer In						
		Account Total:	0.00	0.00	0.00	0.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	0.00	6,188.36	28,000.00	21,811.64

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 2/16 - 2/16

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Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
73 CLAIMS CLEARING FUND						
46151 Refund/Adjustments						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	0.00	0.00	0.00	0.00

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 3/16 - 3/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
10 GENERAL ADMINISTRATION						
40370 Myers Reimbursement						
		Account Total:	0.00	0.00	12,500.00	12,500.00
43000 Property Taxes Collected						
		Account Total:	0.00	0.00	0.00	0.00
46000 Interest						
		Account Total:	0.00	2,017.79	0.00	-2,017.79
46005 Franchise Fees						
		Account Total:	0.00	0.00	0.00	0.00
46020 Transfer In -Fire (16.5%)						
		Account Total:	0.00	0.00	11,801.00	11,801.00
46030 Transfer In -Lighting (3%)						
		Account Total:	0.00	0.00	2,146.00	2,146.00
46040 Transfer In -Sewer (40%)						
		Account Total:	0.00	0.00	28,608.00	28,608.00
46050 Transfer In -Water (40%)						
		Account Total:	0.00	0.00	28,608.00	28,608.00
46060 Transfer In- Solid Waste (0.5%)						
		Account Total:	0.00	0.00	357.00	357.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
46151 Refund/Adjustments						
		Account Total:	0.00	121.76	0.00	-121.76
		Fund Total:	0.00	2,139.55	84,020.00	81,880.45

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 3/16 - 3/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
20 FIRE PROTECTIVE SERVICES						
40220 Weed Abatement Fees						
CL 1878 1	Parcel Reports (2)	41329	-147.15	3/16		
Account Total:			-147.15	801.85	1,000.00	198.15
40300 Fireworks Permit Fees						
Account Total:			0.00	0.00	1,000.00	1,000.00
40320 Fire Impact Fees						
Account Total:			0.00	54,993.14	67,000.00	12,006.86
40410 Mutual Aid Fires						
Account Total:			0.00	-336.00	0.00	336.00
40420 Ambulance Reimbursement						
RV 281 1	4th Qtr 2015 Ambulance Reimb	37	1,111.61	3/16		
Account Total:			1,111.61	3,319.48	2,200.00	-1,119.48
40500 VFF Assistance Grant						
CL 1854 1	(6) Large Premier Frstry Coa	1383326-03	-1,236.00	3/16		
CL 1854 4	(6) XL Premier Frstry Coat	1383326-03	-1,236.00	3/16		
CL 1854 5	Sales Tax	1383326-03	-185.40	3/16		
CL 1854 6	Transportation	1383326-03	-37.35	3/16		
CL 1868 1	4 - Large FRSTRY Pant	1383326-02	-760.00	3/16		
CL 1868 4	Shipping/Hndling	1383326-02	-26.03	3/16		
CL 1868 5	Sales Tax	1383326-02	-57.00	3/16		
Account Total:			-3,537.78	-13,584.79	5,000.00	18,584.79
40750 Solid Waste Contract						
Account Total:			0.00	0.00	0.00	0.00
42200 Fire Recovery Program						
Account Total:			0.00	0.00	500.00	500.00
43000 Property Taxes Collected						
RV 283 1	Property Taxes Feb 16	15	6,061.42	3/16		
Account Total:			6,061.42	189,263.45	264,430.00	75,166.55
44000 Forestry & Fire Protection Reimbursement						
RV 276 1	Fire Reimb. - Butte Fire	24	38,956.04	3/16		
RV 277 1	Fire Reimb. - Cuesta Fire	26	15,036.23	3/16		
Account Total:			53,992.27	61,224.43	0.00	-61,224.43
46000 Interest						
Account Total:			0.00	0.00	0.00	0.00

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 3/16 - 3/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
20 FIRE PROTECTIVE SERVICES						
46010	Transfer In					
		Account Total:	0.00	0.00	33,151.00	33,151.00
46150	Miscellaneous Income					
		Account Total:	0.00	0.00	0.00	0.00
46151	Refund/Adjustments					
RV 278 1	US Bank CC Rebate Check	80	20.66	3/16		
		Account Total:	20.66	40.09	0.00	-40.09
46152	Recycling					
		Account Total:	0.00	0.00	0.00	0.00
46155	Will Serve Processing Fees					
		Account Total:	0.00	0.00	0.00	0.00
46175	Sale of Surplus Property					
		Account Total:	0.00	0.00	0.00	0.00
46180	Public Records Requests					
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	57,501.03	295,721.65	374,281.00	78,559.35

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 3/16 - 3/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
30 LIGHTING						
43000 Property Taxes Collected						
RV 283 3	Property Taxes Feb 16	15	1,666.76	3/16		
		Account Total:	1,666.76	52,402.73	75,229.00	22,826.27
46000 Interest						
		Account Total:	0.00	0.00	0.00	0.00
46010 Transfer In						
		Account Total:	0.00	0.00	29,994.00	29,994.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
46151 Refund/Adjustments						
RV 278 2	US Bank CC Rebate Check	80	20.66	3/16		
		Account Total:	20.66	40.09	0.00	-40.09
46180 Public Records Requests						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	1,687.42	52,442.82	105,223.00	52,780.18

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 3/16 - 3/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
40 SANITARY 40440 CDBG Grant						
		Account Total:	0.00	0.00	0.00	0.00
40750 Solid Waste Contract						
RV 279 1	Garbage Franchise Fees	77	2,161.77	3/16		
RV 280 1	SM Garbage Franchise Fee	76	241.30	3/16		
		Account Total:	2,403.07	17,410.25	0.00	-17,410.25
40760 Sludge Bed - Co. of San Luis Obispo Lease						
		Account Total:	0.00	0.00	0.00	0.00
40850 Wastewater Connection Fees						
		Account Total:	0.00	265,946.00	150,000.00	-115,946.00
40900 Wastewater Sales						
UB 711 3	Billing - UB		27,987.64	3/16		
UB 715 1	Adjustment - UB		-53.29	3/16		
		Account Total:	27,934.35	252,355.07	318,000.00	65,644.93
40910 Wastewater Late Charges						
UB 711 2	Billing - UB		497.83	3/16		
UB 715 2	Adjustment - UB		-23.84	3/16		
		Account Total:	473.99	4,924.02	0.00	-4,924.02
43000 Property Taxes Collected						
RV 283 2	Property Taxes Feb 16	15	939.81	3/16		
		Account Total:	939.81	29,759.76	45,148.00	15,388.24
46000 Interest						
		Account Total:	0.00	0.00	0.00	0.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
46151 Refund/Adjustments						
RV 278 3	US Bank CC Rebate Check	80	20.66	3/16		
		Account Total:	20.66	98.37	0.00	-98.37
46153 Plan Check Fees						
		Account Total:	0.00	0.00	0.00	0.00
46155 Will Serve Processing Fees						
		Account Total:	0.00	0.00	0.00	0.00

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 3/16 - 3/16

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Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
40 SANITARY						
46175	Sale of Surplus Property					
		Account Total:	0.00	0.00	0.00	0.00
46180	Public Records Requests					
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	31,771.88	570,493.47	513,148.00	-57,345.47

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 3/16 - 3/16

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
50 WATER 40440 CDBG Grant						
		Account Total:	0.00	-910.00	5,000.00	5,910.00
40900 Wastewater Sales						
		Account Total:	0.00	0.00	1,000.00	1,000.00
41000 Water Sales						
UB 711 6	Billing - UB		22,345.66	3/16		
UB 715 5	Adjustment - UB		-30.84	3/16		
		Account Total:	22,314.82	242,545.43	362,996.00	120,450.57
41001 Water Connection Fees						
		Account Total:	0.00	252,050.00	0.00	-252,050.00
41005 Water Late Charges						
UB 711 5	Billing - UB		1,097.63	3/16		
UB 715 4	Adjustment - UB		-36.91	3/16		
		Account Total:	1,060.72	10,093.57	0.00	-10,093.57
41010 Water Meter Fees						
		Account Total:	0.00	4,050.00	95,000.00	90,950.00
43000 Property Taxes Collected						
		Account Total:	0.00	0.00	0.00	0.00
44005 State Grants						
		Account Total:	0.00	0.00	0.00	0.00
46000 Interest						
		Account Total:	0.00	0.00	1,000.00	1,000.00
46010 Transfer In						
		Account Total:	0.00	0.00	15,786.00	15,786.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
46151 Refund/Adjustments						
RV 278 4	US Bank CC Rebate Check	80	20.65	3/16		
		Account Total:	20.65	594.50	0.00	-594.50
46153 Plan Check Fees						
		Account Total:	0.00	0.00	2,000.00	2,000.00

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
For the Accounting Periods: 3/16 - 3/16

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Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
50 WATER						
46155 Will Serve Processing Fees						
RV 282 1	Will Serve Processing Fee	14	250.00	3/16		
		Account Total:	250.00	250.00	500.00	250.00
46175 Sale of Surplus Property						
		Account Total:	0.00	0.00	0.00	0.00
46180 Public Records Requests						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	23,646.19	508,673.50	483,282.00	-25,391.50

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
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Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
60 SOLID WASTE 40750 Solid Waste Contract						
		Account Total:	0.00	0.00	0.00	0.00
46005 Franchise Fees						
		Account Total:	0.00	6,188.36	28,000.00	21,811.64
46010 Transfer In						
		Account Total:	0.00	0.00	0.00	0.00
46150 Miscellaneous Income						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	0.00	6,188.36	28,000.00	21,811.64

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Revenue Budget Detail Report
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Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
73 CLAIMS CLEARING FUND 46151 Refund/Adjustments						
		Account Total:	0.00	0.00	0.00	0.00
		Fund Total:	0.00	0.00	0.00	0.00

10 GENERAL ADMINISTRATION

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
61000	Administration						
61000	Administration						
	100 PERSONNEL	0.00	-35.00	0.00	0.00	35.00	%
	111 BOD Stipend	500.00	3,800.00	8,000.00	8,000.00	4,200.00	48 %
	180 Tuition Reimbursement Program	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	205 Insurance - Health	1,052.92	1,052.92	0.00	0.00	-1,052.92	%
	320 Printing and reproduction	0.00	173.58	1,020.00	1,020.00	846.42	17 %
	324 Professional Svcs- Consulting	0.00	0.00	15,500.00	15,500.00	15,500.00	%
	327 Professional svcs - Legal	0.00	37,030.00	17,000.00	17,000.00	-20,030.00	218 %
	340 Meetings and conferences	0.00	0.00	9,500.00	9,500.00	9,500.00	%
	345 Mileage expense reimbursement	0.00	0.00	650.00	650.00	650.00	%
	375 Internet expenses	0.00	0.00	300.00	300.00	300.00	%
	376 Webpage- Upgrade/Maint	0.00	0.00	6,352.00	6,352.00	6,352.00	%
	385 Dues and subscriptions	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	386 Education and training	0.00	439.00	1,250.00	1,250.00	811.00	35 %
	393 Advertising and public notices	0.00	155.25	300.00	300.00	144.75	52 %
	395 Community Outreach	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	405 Software	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	410 Office Supplies	0.00	801.72	0.00	0.00	-801.72	%
	415 Office Equipment	0.00	0.00	3,000.00	3,000.00	3,000.00	%
	495 Uniform expense	0.00	607.19	0.00	0.00	-607.19	%
	715 Licenses, permits and fees	32.80	32.80	0.00	0.00	-32.80	%
	900 Misc	0.00	93.96	0.00	0.00	-93.96	%
	908 Cash Over/ Cash Short	0.00	-1.00	0.00	0.00	1.00	%
	911 Finance Charges/Late Fees	0.00	1.19	0.00	0.00	-1.19	%
	925 Bank service charges	0.00	330.11	0.00	0.00	-330.11	%
	Account Total:	1,585.72	44,481.72	79,872.00	79,872.00	35,390.28	56 %
	Account Group Total:	1,585.72	44,481.72	79,872.00	79,872.00	35,390.28	56 %
70000	Transfer Out						
70000	Transfer Out						
	905 Transfer out	0.00	-20,755.18	0.00	0.00	20,755.18	%
	Account Total:	0.00	-20,755.18	0.00	0.00	20,755.18	%
	Account Group Total:	0.00	-20,755.18	0.00	0.00	20,755.18	%
	Fund Total:	1,585.72	23,726.54	79,872.00	79,872.00	56,145.46	30 %

20 FIRE PROTECTIVE SERVICES

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
62000	Fire						
62000	Fire						
	105 Salaries and Wages	3,793.94	32,581.39	46,250.00	46,250.00	13,668.61	70 %
	107 Overtime	0.00	0.00	250.00	250.00	250.00	%
	110 Payroll tax expense	0.00	0.00	6,650.00	6,650.00	6,650.00	%
	115 Payroll Expenses	0.00	329.46	2,100.00	2,100.00	1,770.54	16 %
	120 Workers' Compensation	0.00	61.62	5,000.00	5,000.00	4,938.38	1 %
	125 Volunteer firefighter stipends	0.00	15,801.50	32,000.00	32,000.00	16,198.50	49 %
	126 Strike Team Pay - VFF	0.00	33,379.32	25,000.00	25,000.00	-8,379.32	134 %
	135 Payroll Tax - FICA	-3,857.86	-896.18	0.00	0.00	896.18	%
	140 Payroll Tax - Medicare	54.99	1,180.02	0.00	0.00	-1,180.02	%
	155 Payroll Tax - SUI	105.21	1,284.47	0.00	0.00	-1,284.47	%
	160 Payroll Tax - ETT	3.62	62.89	0.00	0.00	-62.89	%
	165 Payroll Tax - FUTA	203.66	3,122.36	0.00	0.00	-3,122.36	%
	180 Tuition Reimbursement Program	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	205 Insurance - Health	0.00	148.56	900.00	900.00	751.44	17 %
	210 Insurance - Dental	4.28	22.83	200.00	200.00	177.17	11 %
	215 Insurance - Vision	0.67	3.58	30.00	30.00	26.42	12 %
	225 Retirement - PERS expense	15.49	894.55	700.00	700.00	-194.55	128 %
	305 Operations and maintenance	0.00	923.37	0.00	0.00	-923.37	%
	310 Phone and fax expense	31.40	391.79	560.00	560.00	168.21	70 %
	315 Postage, shipping and freight	125.00	553.36	200.00	200.00	-353.36	277 %
	320 Printing and reproduction	0.00	0.00	200.00	200.00	200.00	%
	325 Professional svcs - Accounting	0.00	4,148.07	1,500.00	1,500.00	-2,648.07	277 %
	326 Professional svcs - Engineering	0.00	901.00	0.00	0.00	-901.00	%
	327 Professional svcs - Legal	0.00	1,163.55	3,000.00	3,000.00	1,836.45	39 %
	328 Insurance - prop and liability	0.00	0.00	8,500.00	8,500.00	8,500.00	%
	335 Meals - Fire	0.00	45.85	500.00	500.00	454.15	9 %
	340 Meetings and conferences	0.00	0.00	700.00	700.00	700.00	%
	345 Mileage expense reimbursement	0.00	0.00	650.00	650.00	650.00	%
	350 Repairs and maint - computers	0.00	397.24	1,500.00	1,500.00	1,102.76	26 %
	351 Repairs and maint - equip	160.40	3,155.48	3,500.00	3,500.00	344.52	90 %
	352 Repairs and maint - structures	0.00	208.16	0.00	0.00	-208.16	%
	353 Repairs & Maint- Infrastructure	0.00	377.50	0.00	0.00	-377.50	%
	354 Repairs and maint - vehicles	91.75	5,174.55	9,000.00	9,000.00	3,825.45	57 %
	355 WW - Testing & Supplies	0.00	614.99	0.00	0.00	-614.99	%
	370 Dispatch services	0.00	6,414.10	5,600.00	5,600.00	-814.10	115 %
	375 Internet expenses	3.20	47.71	270.00	270.00	222.29	18 %
	380 Utilities - alarm service	0.00	18.00	275.00	275.00	257.00	7 %
	381 Utilities - electric	0.00	1,116.07	2,150.00	2,150.00	1,033.93	52 %
	382 Utilities - propane	68.66	164.08	540.00	540.00	375.92	30 %
	385 Dues and subscriptions	0.00	1,603.00	3,000.00	3,000.00	1,397.00	53 %
	386 Education and training	0.00	251.00	5,000.00	5,000.00	4,749.00	5 %
	387 Education and training: Training	0.00	-161.89	0.00	0.00	161.89	%
	388 Education and training: CPR/FIRST AID	0.00	260.00	0.00	0.00	-260.00	%
	393 Advertising and public notices	-100.00	-288.70	1,000.00	1,000.00	1,288.70	-29 %
	394 LAFCO Allocations	0.00	0.00	450.00	450.00	450.00	%
	395 Community Outreach	0.00	394.62	900.00	900.00	505.38	44 %
	405 Software	0.00	578.67	1,500.00	1,500.00	921.33	39 %
	410 Office Supplies	48.81	344.32	0.00	0.00	-344.32	%
	415 Office Equipment	0.00	48.26	0.00	0.00	-48.26	%

20 FIRE PROTECTIVE SERVICES

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
440	Vehicle Replacement Fund	0.00	125.00	0.00	0.00	-125.00	%
450	EMS supplies	149.56	1,643.18	2,550.00	2,550.00	906.82	64 %
455	Fire Safety Gear & Equipment	24.27	3,085.57	10,500.00	10,500.00	7,414.43	29 %
460	Fire equipment	0.00	33.96	0.00	0.00	-33.96	%
465	Cell phones, radios and pagers	-65.61	468.76	660.00	660.00	191.24	71 %
470	Communication equipment	0.00	2,963.27	15,000.00	15,000.00	12,036.73	20 %
475	Computer supplies and upgrades	0.00	22.00	500.00	500.00	478.00	4 %
485	Fuel expense	564.62	4,244.55	6,500.00	6,500.00	2,255.45	65 %
490	Small tools and equipment	0.00	382.95	3,500.00	3,500.00	3,117.05	11 %
495	Uniform expense	0.00	3,113.36	3,000.00	3,000.00	-113.36	104 %
500	Capital Outlay	0.00	3,910.30	0.00	0.00	-3,910.30	%
503	Weed Abatement Costs	0.00	2,575.00	2,000.00	2,000.00	-575.00	129 %
620	Engine Lease - Ferrara (2010)	0.00	0.00	37,000.00	37,000.00	37,000.00	%
710	County hazmat dues	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
715	Licenses, permits and fees	32.80	32.80	750.00	750.00	717.20	4 %
820	Fireworks Clean Up	0.00	1,000.00	0.00	0.00	-1,000.00	%
900	Misc	0.00	-40.00	0.00	0.00	40.00	%
905	Transfer out	0.00	0.00	11,801.00	11,801.00	11,801.00	%
925	Bank service charges	0.00	776.51	0.00	0.00	-776.51	%
930	Interest Fees	0.00	-23.51	0.00	0.00	23.51	%
960	Property tax expense	0.00	418.22	350.00	350.00	-68.22	119 %
990	Property Tax Revenue	0.00	-2,861.64	0.00	0.00	2,861.64	%
	Account Total:	1,458.86	140,690.80	267,686.00	267,686.00	126,995.20	53 %
	Account Group Total:	1,458.86	140,690.80	267,686.00	267,686.00	126,995.20	53 %
	Fund Total:	1,458.86	140,690.80	267,686.00	267,686.00	126,995.20	53 %

30 LIGHTING

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
63000	Lighting						
63000	Lighting						
	105 Salaries and Wages	589.44	3,611.56	8,850.00	8,850.00	5,238.44	41 %
	110 Payroll tax expense	0.00	0.00	312.00	312.00	312.00	%
	115 Payroll Expenses	0.00	329.46	20.00	20.00	-309.46	*** %
	120 Workers' Compensation	0.00	60.62	500.00	500.00	439.38	12 %
	135 Payroll Tax - FICA	-3,867.25	-3,747.07	0.00	0.00	3,747.07	%
	140 Payroll Tax - Medicare	8.54	46.36	0.00	0.00	-46.36	%
	155 Payroll Tax - SUI	10.61	24.93	0.00	0.00	-24.93	%
	160 Payroll Tax - ETT	0.47	1.13	0.00	0.00	-1.13	%
	165 Payroll Tax - FUTA	20.52	48.24	0.00	0.00	-48.24	%
	205 Insurance - Health	0.00	148.58	900.00	900.00	751.42	17 %
	210 Insurance - Dental	4.28	15.84	70.00	70.00	54.16	23 %
	215 Insurance - Vision	0.64	2.39	15.00	15.00	12.61	16 %
	225 Retirement - PERS expense	15.49	824.73	400.00	400.00	-424.73	206 %
	305 Operations and maintenance	0.00	137.21	1,500.00	1,500.00	1,362.79	9 %
	310 Phone and fax expense	31.39	173.86	150.00	150.00	-23.86	116 %
	320 Printing and reproduction	0.00	40.82	75.00	75.00	34.18	54 %
	325 Professional svcs - Accounting	0.00	3,708.40	1,500.00	1,500.00	-2,208.40	247 %
	326 Professional svcs - Engineering	0.00	130.00	1,000.00	1,000.00	870.00	13 %
	327 Professional svcs - Legal	0.00	797.45	1,000.00	1,000.00	202.55	80 %
	328 Insurance - prop and liability	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	340 Meetings and conferences	0.00	0.00	100.00	100.00	100.00	%
	350 Repairs and maint - computers	0.00	0.00	1,500.00	1,500.00	1,500.00	%
	351 Repairs and maint - equip	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	353 Repairs & Maint- Infrastructure	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	375 Internet expenses	3.20	23.52	90.00	90.00	66.48	26 %
	381 Utilities - electric	0.00	9,256.57	20,000.00	20,000.00	10,743.43	46 %
	382 Utilities - propane	22.88	41.94	100.00	100.00	58.06	42 %
	393 Advertising and public notices	0.00	11.30	0.00	0.00	-11.30	%
	394 LAFCO Allocations	0.00	0.00	425.00	425.00	425.00	%
	405 Software	0.00	533.15	300.00	300.00	-233.15	178 %
	410 Office Supplies	48.81	174.82	0.00	0.00	-174.82	%
	415 Office Equipment	0.00	48.26	0.00	0.00	-48.26	%
	440 Vehicle Replacement Fund	0.00	125.00	0.00	0.00	-125.00	%
	465 Cell phones, radios and pagers	1.05	10.50	50.00	50.00	39.50	21 %
	485 Fuel expense	0.00	44.29	0.00	0.00	-44.29	%
	490 Small tools and equipment	0.00	0.00	400.00	400.00	400.00	%
	500 Capital Outlay	0.00	3,910.30	0.00	0.00	-3,910.30	%
	715 Licenses, permits and fees	32.80	32.80	0.00	0.00	-32.80	%
	905 Transfer out	0.00	0.00	2,513.00	2,513.00	2,513.00	%
	930 Interest Fees	0.00	-23.51	0.00	0.00	23.51	%
	990 Property Tax Revenue	0.00	-811.54	-28,549.00	-28,549.00	-27,737.46	3 %
	Account Total:	-3,077.13	19,731.91	17,221.00	17,221.00	-2,510.91	115 %
	Account Group Total:	-3,077.13	19,731.91	17,221.00	17,221.00	-2,510.91	115 %

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 16

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30 LIGHTING

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
64000	Sanitary						
64000	Sanitary						
	315 Postage, shipping and freight	125.00	368.46	0.00	0.00	-368.46	%
	Account Total:	125.00	368.46	0.00	0.00	-368.46	%
	Account Group Total:	125.00	368.46	0.00	0.00	-368.46	%
	Fund Total:	-2,952.13	20,100.37	17,221.00	17,221.00	-2,879.37	117 %

40 SANITARY

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
62000	Fire						
62500	Fire Hydrants						
	326 Professional svcs - Engineering	0.00	1,155.33	0.00	0.00	-1,155.33	%
	Account Total:	0.00	1,155.33	0.00	0.00	-1,155.33	%
	Account Group Total:	0.00	1,155.33	0.00	0.00	-1,155.33	%
63000	Lighting						
63000	Lighting						
	715 Licenses, permits and fees	22.80	22.80	0.00	0.00	-22.80	%
	Account Total:	22.80	22.80	0.00	0.00	-22.80	%
	Account Group Total:	22.80	22.80	0.00	0.00	-22.80	%
64000	Sanitary						
64000	Sanitary						
	100 PERSONNEL	0.00	96.00	0.00	0.00	-96.00	%
	104 Paid Time Off	0.00	208.00	0.00	0.00	-208.00	%
	105 Salaries and Wages	7,472.20	86,618.28	105,720.00	105,720.00	19,101.72	82 %
	106 Vacation Used	0.00	759.02	0.00	0.00	-759.02	%
	107 Overtime	0.00	1,525.49	6,500.00	6,500.00	4,974.51	23 %
	108 Sick Leave Used	0.00	167.00	0.00	0.00	-167.00	%
	109 Stand-by Hours	0.00	734.75	0.00	0.00	-734.75	%
	110 Payroll tax expense	0.00	0.00	3,510.00	3,510.00	3,510.00	%
	115 Payroll Expenses	0.00	909.20	1,000.00	1,000.00	90.80	91 %
	120 Workers' Compensation	0.00	93.08	8,000.00	8,000.00	7,906.92	1 %
	135 Payroll Tax - FICA	-3,642.01	-1,799.56	0.00	0.00	1,799.56	%
	140 Payroll Tax - Medicare	107.89	1,275.52	0.00	0.00	-1,275.52	%
	155 Payroll Tax - SUI	50.82	401.63	0.00	0.00	-401.63	%
	160 Payroll Tax - ETT	5.73	57.22	0.00	0.00	-57.22	%
	165 Payroll Tax - FUTA	98.36	777.31	0.00	0.00	-777.31	%
	205 Insurance - Health	374.54	6,390.08	16,000.00	16,000.00	9,609.92	40 %
	210 Insurance - Dental	41.11	645.43	1,250.00	1,250.00	604.57	52 %
	215 Insurance - Vision	6.29	98.35	350.00	350.00	251.65	28 %
	225 Retirement - PERS expense	352.43	6,687.38	12,250.00	12,250.00	5,562.62	55 %
	305 Operations and maintenance	194.67	2,871.36	5,000.00	5,000.00	2,128.64	57 %
	306 Water & Sewer Rate Study	0.00	0.00	6,250.00	6,250.00	6,250.00	%
	310 Phone and fax expense	125.60	1,124.58	1,200.00	1,200.00	75.42	94 %
	315 Postage, shipping and freight	0.00	655.36	2,000.00	2,000.00	1,344.64	33 %
	320 Printing and reproduction	0.00	279.34	600.00	600.00	320.66	47 %
	325 Professional svcs - Accounting	0.00	4,588.56	1,500.00	1,500.00	-3,088.56	306 %
	326 Professional svcs - Engineering	113.75	3,080.25	7,000.00	7,000.00	3,919.75	44 %
	327 Professional svcs - Legal	0.00	16,026.26	8,000.00	8,000.00	-8,026.26	200 %
	328 Insurance - prop and liability	0.00	0.00	6,200.00	6,200.00	6,200.00	%
	340 Meetings and conferences	0.00	0.00	500.00	500.00	500.00	%
	345 Mileage expense reimbursement	0.00	212.70	250.00	250.00	37.30	85 %
	350 Repairs and maint - computers	0.00	764.04	2,000.00	2,000.00	1,235.96	38 %
	351 Repairs and maint - equip	0.00	1,272.63	7,500.00	7,500.00	6,227.37	17 %
	352 Repairs and maint - structures	0.00	0.00	450.00	450.00	450.00	%
	353 Repairs & Maint- Infrastructure	0.00	262.50	3,500.00	3,500.00	3,237.50	8 %
	354 Repairs and maint - vehicles	20.88	64.10	3,000.00	3,000.00	2,935.90	2 %
	355 WW - Testing & Supplies	0.00	4,234.00	3,000.00	3,000.00	-1,234.00	141 %
	359 Testing & Supplies-Other	0.00	0.00	1,000.00	1,000.00	1,000.00	%

40 SANITARY

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
362	Cross-Connection Control Srvcs.	0.00	250.00	0.00	0.00	-250.00	%
375	Internet expenses	12.81	142.28	500.00	500.00	357.72	28 %
380	Utilities - alarm service	0.00	609.42	1,100.00	1,100.00	490.58	55 %
381	Utilities - electric	0.00	41,407.67	50,000.00	50,000.00	8,592.33	83 %
382	Utilities - propane	183.07	309.25	594.00	594.00	284.75	52 %
383	Utilities - trash	47.74	423.58	600.00	600.00	176.42	71 %
385	Dues and subscriptions	0.00	231.90	1,800.00	1,800.00	1,568.10	13 %
386	Education and training	0.00	225.00	1,000.00	1,000.00	775.00	23 %
393	Advertising and public notices	0.00	45.20	275.00	275.00	229.80	16 %
394	LAFCO Allocations	0.00	0.00	1,600.00	1,600.00	1,600.00	%
395	Community Outreach	0.00	163.42	650.00	650.00	486.58	25 %
405	Software	0.00	2,132.60	500.00	500.00	-1,632.60	427 %
410	Office Supplies	61.31	649.76	500.00	500.00	-149.76	130 %
415	Office Equipment	0.00	193.00	0.00	0.00	-193.00	%
420	Equipt. & Supplies	0.00	0.00	700.00	700.00	700.00	%
440	Vehicle Replacement Fund	0.00	125.00	0.00	0.00	-125.00	%
450	EMS supplies	0.00	0.00	293.00	293.00	293.00	%
465	Cell phones, radios and pagers	39.79	397.82	0.00	0.00	-397.82	%
470	Communication equipment	0.00	0.00	500.00	500.00	500.00	%
485	Fuel expense	0.00	1,659.82	3,000.00	3,000.00	1,340.18	55 %
490	Small tools and equipment	0.00	641.59	6,500.00	6,500.00	5,858.41	10 %
495	Uniform expense	0.00	457.69	375.00	375.00	-82.69	122 %
498	Sales Tax Paid	0.00	107.08	0.00	0.00	-107.08	%
500	Capital Outlay	0.00	15,241.20	0.00	0.00	-15,241.20	%
535	Water Lines Repairs	438.38	438.38	0.00	0.00	-438.38	%
545	Sewer System Mngmt Plan (SSMP)	0.00	0.00	14,000.00	14,000.00	14,000.00	%
550	Reg. Salt & Nutrient Mgmt. Plan	0.00	0.00	1,200.00	1,200.00	1,200.00	%
553	Manholes and Valve Raising	0.00	0.00	8,000.00	8,000.00	8,000.00	%
555	16th Street Sewer Replacement	0.00	936.44	0.00	0.00	-936.44	%
560	Sewer Line Repairs	0.00	171.01	9,000.00	9,000.00	8,828.99	2 %
570	Repairs, Maint. and Video Sewer Lines	0.00	9,221.15	9,000.00	9,000.00	-221.15	102 %
575	Sewer System Mngmt Plan (SSMP)	0.00	0.00	14,000.00	14,000.00	14,000.00	%
582	WWTP Plant Maintenance	0.00	5,135.14	13,000.00	13,000.00	7,864.86	40 %
583	WWTP Drying Pond Maintenance	0.00	500.00	0.00	0.00	-500.00	%
585	Sludge Removal Project	0.00	6,199.14	15,000.00	15,000.00	8,800.86	41 %
705	Waste Discharge Fees/Permits	0.00	0.00	18,000.00	18,000.00	18,000.00	%
715	Licenses, permits and fees	180.00	18,848.50	2,500.00	2,500.00	-16,348.50	754 %
800	Deposit/ Liabilities	0.00	108.09	0.00	0.00	-108.09	%
805	Refundable Water & Hydrant Dep	0.00	5.75	0.00	0.00	-5.75	%
900	Misc	0.00	0.00	13,259.00	13,259.00	13,259.00	%
905	Transfer out	0.00	0.00	11,530.00	11,530.00	11,530.00	%
908	Cash Over/ Cash Short	0.00	9.62	0.00	0.00	-9.62	%
910	Tax Penalties & Late Fees	0.00	1.52	0.00	0.00	-1.52	%
911	Finance Charges/Late Fees	0.00	31.73	0.00	0.00	-31.73	%
920	Credit Card Service Fees	0.00	0.00	200.00	200.00	200.00	%
930	Interest Fees	0.00	-94.02	0.00	0.00	94.02	%
960	Property tax expense	0.00	30.50	150.00	150.00	119.50	20 %
990	Property Tax Revenue	0.00	-463.70	-16,415.00	-16,415.00	-15,951.30	3 %
	Account Total:	6,285.36	247,572.39	396,441.00	396,441.00	148,868.61	62 %
	Account Group Total:	6,285.36	247,572.39	396,441.00	396,441.00	148,868.61	62 %

04/12/16
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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 16

Page: 8 of 12
Report ID: B100

40 SANITARY

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
65000	Water						
65000	Water						
	315 Postage, shipping and freight	125.00	655.83	0.00	0.00	-655.83	%
	500 Capital Outlay	0.00	400.00	0.00	0.00	-400.00	%
	585 Sludge Removal Project	0.00	68.40	1,853.00	1,853.00	1,784.60	4 %
	Account Total:	125.00	1,124.23	1,853.00	1,853.00	728.77	61 %
	Account Group Total:	125.00	1,124.23	1,853.00	1,853.00	728.77	61 %
	Fund Total:	6,433.16	249,874.75	398,294.00	398,294.00	148,419.25	63 %

50 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60000							
60505	Repairs & Maintenance - Infrastructure						
	353 Repairs & Maint- Infrastructure	835.29	835.29	0.00	0.00	-835.29	%
	520 Water Main Valves Replacement	3,965.29	3,965.29	0.00	0.00	-3,965.29	%
	530 Fire hydrant replacement	1,526.28	1,526.28	0.00	0.00	-1,526.28	%
	535 Water Lines Repairs	501.52	501.52	0.00	0.00	-501.52	%
	Account Total:	6,828.38	6,828.38	0.00	0.00	-6,828.38	%
	Account Group Total:	6,828.38	6,828.38	0.00	0.00	-6,828.38	%
62000	Fire						
62000	Fire						
	315 Postage, shipping and freight	125.00	655.83	0.00	0.00	-655.83	%
	Account Total:	125.00	655.83	0.00	0.00	-655.83	%
62500	Fire Hydrants						
	326 Professional svcs - Engineering	0.00	1,155.32	0.00	0.00	-1,155.32	%
	Account Total:	0.00	1,155.32	0.00	0.00	-1,155.32	%
	Account Group Total:	125.00	1,811.15	0.00	0.00	-1,811.15	%
64000	Sanitary						
64000	Sanitary						
	358 Testing & Supplies-SLT Well	0.00	137.00	0.00	0.00	-137.00	%
	359 Testing & Supplies-Other	0.00	260.00	0.00	0.00	-260.00	%
	Account Total:	0.00	397.00	0.00	0.00	-397.00	%
	Account Group Total:	0.00	397.00	0.00	0.00	-397.00	%
65000	Water						
65000	Water						
	100 PERSONNEL	0.00	27.00	0.00	0.00	-27.00	%
	104 Paid Time Off	0.00	208.00	0.00	0.00	-208.00	%
	105 Salaries and Wages	11,844.58	102,224.53	126,660.00	126,660.00	24,435.47	81 %
	106 Vacation Used	0.00	283.98	0.00	0.00	-283.98	%
	107 Overtime	0.00	1,179.01	2,000.00	2,000.00	820.99	59 %
	108 Sick Leave Used	0.00	167.00	0.00	0.00	-167.00	%
	109 Stand-by Hours	0.00	736.75	0.00	0.00	-736.75	%
	110 Payroll tax expense	0.00	0.00	3,510.00	3,510.00	3,510.00	%
	115 Payroll Expenses	0.00	909.20	590.00	590.00	-319.20	154 %
	120 Workers' Compensation	0.00	100.96	4,000.00	4,000.00	3,899.04	3 %
	135 Payroll Tax - FICA	-3,642.02	-1,799.57	0.00	0.00	1,799.57	%
	140 Payroll Tax - Medicare	170.41	1,486.62	0.00	0.00	-1,486.62	%
	155 Payroll Tax - SUI	74.98	448.43	0.00	0.00	-448.43	%
	160 Payroll Tax - ETT	10.08	71.97	0.00	0.00	-71.97	%
	165 Payroll Tax - FUTA	145.12	867.95	0.00	0.00	-867.95	%
	205 Insurance - Health	1,007.31	8,104.23	12,664.00	12,664.00	4,559.77	64 %
	210 Insurance - Dental	78.85	772.46	1,017.00	1,017.00	244.54	76 %
	215 Insurance - Vision	11.99	117.63	200.00	200.00	82.37	59 %
	225 Retirement - PERS expense	854.29	7,851.79	12,250.00	12,250.00	4,398.21	64 %
	305 Operations and maintenance	291.36	4,096.01	4,500.00	4,500.00	403.99	91 %
	310 Phone and fax expense	178.43	1,550.23	1,500.00	1,500.00	-50.23	103 %
	315 Postage, shipping and freight	0.00	623.65	2,100.00	2,100.00	1,476.35	30 %
	320 Printing and reproduction	58.97	505.72	400.00	400.00	-105.72	126 %

50 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
325	Professional svcs - Accounting	0.00	4,588.53	2,400.00	2,400.00	-2,188.53	191 %
326	Professional svcs - Engineering	22.75	1,654.25	10,000.00	10,000.00	8,345.75	17 %
327	Professional svcs - Legal	0.00	53,296.33	10,550.00	10,550.00	-42,746.33	505 %
328	Insurance - prop and liability	0.00	0.00	6,820.00	6,820.00	6,820.00	%
335	Meals - Fire	0.00	31.44	0.00	0.00	-31.44	%
340	Meetings and conferences	0.00	0.00	400.00	400.00	400.00	%
345	Mileage expense reimbursement	0.00	290.89	250.00	250.00	-40.89	116 %
350	Repairs and maint - computers	0.00	764.04	1,000.00	1,000.00	235.96	76 %
351	Repairs and maint - equip	0.00	2,597.22	1,500.00	1,500.00	-1,097.22	173 %
352	Repairs and maint - structures	0.00	966.89	0.00	0.00	-966.89	%
353	Repairs & Maint- Infrastructure	0.00	5,345.72	5,000.00	5,000.00	-345.72	107 %
354	Repairs and maint - vehicles	183.20	183.20	1,000.00	1,000.00	816.80	18 %
355	WW - Testing & Supplies	0.00	81.00	0.00	0.00	-81.00	%
356	Testing & Supplies-Well #3	47.00	25,783.60	0.00	0.00	-25,783.60	%
357	Testing & Supplies-Well #4	47.00	836.69	0.00	0.00	-836.69	%
358	Testing & Supplies-SLT Well	209.00	3,532.00	0.00	0.00	-3,532.00	%
359	Testing & Supplies-Other	327.00	5,206.34	0.00	0.00	-5,206.34	%
362	Cross-Connection Control Srvcs.	109.20	908.30	800.00	800.00	-108.30	114 %
375	Internet expenses	12.81	142.25	270.00	270.00	127.75	53 %
376	Webpage- Upgrade/Maint	0.00	0.00	6,000.00	6,000.00	6,000.00	%
380	Utilities - alarm service	0.00	589.43	775.00	775.00	185.57	76 %
381	Utilities - electric	0.00	21,200.49	29,500.00	29,500.00	8,299.51	72 %
382	Utilities - propane	183.07	309.25	600.00	600.00	290.75	52 %
383	Utilities - trash	47.73	423.57	625.00	625.00	201.43	68 %
385	Dues and subscriptions	1,500.00	6,540.90	1,540.00	1,540.00	-5,000.90	425 %
386	Education and training	0.00	829.24	2,000.00	2,000.00	1,170.76	41 %
393	Advertising and public notices	0.00	200.45	150.00	150.00	-50.45	134 %
394	LAFCO Allocations	0.00	0.00	1,645.00	1,645.00	1,645.00	%
395	Community Outreach	0.00	163.26	650.00	650.00	486.74	25 %
400	Supplies	0.00	0.00	6,000.00	6,000.00	6,000.00	%
405	Software	0.00	2,132.60	500.00	500.00	-1,632.60	427 %
410	Office Supplies	53.51	631.96	700.00	700.00	68.04	90 %
415	Office Equipment	0.00	193.00	0.00	0.00	-193.00	%
420	Equipt. & Supplies	187.27	187.27	650.00	650.00	462.73	29 %
425	Equip & Supplies-Well #3	0.00	50,491.04	0.00	0.00	-50,491.04	%
430	Equip & Supplies-Well #4	0.00	1,195.95	0.00	0.00	-1,195.95	%
440	Vehicle Replacement Fund	0.00	125.00	0.00	0.00	-125.00	%
465	Cell phones, radios and pagers	39.77	397.92	600.00	600.00	202.08	66 %
470	Communication equipment	0.00	0.00	100.00	100.00	100.00	%
480	Chemicals	0.00	0.00	5,100.00	5,100.00	5,100.00	%
481	Chemicals- Well #3	0.00	1,001.74	0.00	0.00	-1,001.74	%
482	Chemicals-Well #4	0.00	1,134.09	0.00	0.00	-1,134.09	%
485	Fuel expense	0.00	1,356.98	3,200.00	3,200.00	1,843.02	42 %
490	Small tools and equipment	0.00	602.73	1,500.00	1,500.00	897.27	40 %
495	Uniform expense	0.00	457.69	700.00	700.00	242.31	65 %
500	Capital Outlay	0.00	15,241.20	0.00	0.00	-15,241.20	%
516	Water Projects Well 3	0.00	9,272.15	0.00	0.00	-9,272.15	%
517	Water Projects Well 4	0.00	479.29	0.00	0.00	-479.29	%
525	Water meter replacement	1,253.04	2,629.99	9,800.00	9,800.00	7,170.01	27 %
530	Fire hydrant replacement	0.00	50.00	0.00	0.00	-50.00	%
537	River Road Realignment	0.00	170.82	0.00	0.00	-170.82	%

50 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
550	Reg. Salt & Nutrient Mgmt. Plan	0.00	-1,893.86	0.00	0.00	1,893.86	%
553	Manholes and Valve Raising	462.50	1,062.00	0.00	0.00	-1,062.00	%
560	Sewer Line Repairs	0.00	554.30	0.00	0.00	-554.30	%
570	Repairs, Maint. and Video Sewer Lines	0.00	3,379.00	0.00	0.00	-3,379.00	%
605	USDA Loan Payment	0.00	66,381.01	67,000.00	67,000.00	618.99	99 %
715	Licenses, permits and fees	32.80	-1,327.70	7,000.00	7,000.00	8,327.70	-19 %
800	Deposit/ Liabilities	0.00	-4.00	0.00	0.00	4.00	%
805	Refundable Water & Hydrant Dep	144.09	3,057.59	0.00	0.00	-3,057.59	%
905	Transfer out	0.00	0.00	28,608.00	28,608.00	28,608.00	%
908	Cash Over/ Cash Short	0.00	9.62	0.00	0.00	-9.62	%
910	Tax Penalties & Late Fees	0.00	23.11	0.00	0.00	-23.11	%
911	Finance Charges/Late Fees	0.00	-1.15	0.00	0.00	1.15	%
930	Interest Fees	0.00	-94.02	0.00	0.00	94.02	%
	Account Total:	15,946.09	425,896.15	386,324.00	386,324.00	-39,572.15	110 %
	Account Group Total:	15,946.09	425,896.15	386,324.00	386,324.00	-39,572.15	110 %
66000	SOLID WASTE						
66000	SOLID WASTE						
500	Capital Outlay	0.00	400.00	0.00	0.00	-400.00	%
	Account Total:	0.00	400.00	0.00	0.00	-400.00	%
	Account Group Total:	0.00	400.00	0.00	0.00	-400.00	%
	Fund Total:	22,899.47	435,332.68	386,324.00	386,324.00	-49,008.68	113 %

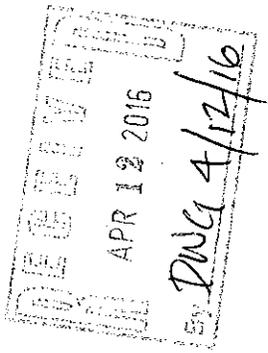
60 SOLID WASTE

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
66000	SOLID WASTE						
66000	SOLID WASTE						
	105 Salaries and Wages	0.00	0.00	16,200.00	16,200.00	16,200.00	%
	110 Payroll tax expense	0.00	0.00	700.00	700.00	700.00	%
	310 Phone and fax expense	0.00	0.00	100.00	100.00	100.00	%
	325 Professional svcs - Accounting	0.00	0.00	500.00	500.00	500.00	%
	327 Professional svcs - Legal	0.00	3,155.00	4,500.00	4,500.00	1,345.00	70 %
	340 Meetings and conferences	0.00	0.00	100.00	100.00	100.00	%
	350 Repairs and maint - computers	0.00	0.00	100.00	100.00	100.00	%
	385 Dues and subscriptions	0.00	0.00	100.00	100.00	100.00	%
	386 Education and training	0.00	0.00	100.00	100.00	100.00	%
	393 Advertising and public notices	0.00	13.95	500.00	500.00	486.05	3 %
	395 Community Outreach	0.00	0.00	250.00	250.00	250.00	%
	405 Software	0.00	0.00	100.00	100.00	100.00	%
	585 Sludge Removal Project	0.00	5,090.75	0.00	0.00	-5,090.75	%
	950 Promo materials and supplies	0.00	0.00	3,000.00	3,000.00	3,000.00	%
	Account Total:	0.00	8,259.70	26,250.00	26,250.00	17,990.30	31 %
	Account Group Total:	0.00	8,259.70	26,250.00	26,250.00	17,990.30	31 %
	Fund Total:	0.00	8,259.70	26,250.00	26,250.00	17,990.30	31 %
	Grand Total:	29,425.08	877,984.84	1,175,647.00	1,175,647.00	297,662.16	75 %

ENV# CEBBSBFWBBHWKW_BBBBB
CANTELLA & CO., INC.
28 STATE STREET
40TH FLOOR
BOSTON, MA 02109

005478 FIEP0L01 000000 AT 02

SAN MIGUEL COMMNTY SVC DISTRICT
1150 MISSION ST
SAN MIGUEL CA 93451



STATEMENT FOR THE PERIOD MARCH 1, 2016 TO MARCH 31, 2016

SAN MIGUEL COMMUNITY SERVICES DISTRICT - Unincorporated Assn
Account Number: A7T-809608

YOUR ACCOUNT EXECUTIVE IS
MARK EDELMAN
RR#: Z88
For questions about your accounts:
Local: 281 679 8900

TOTAL VALUE OF YOUR PORTFOLIO

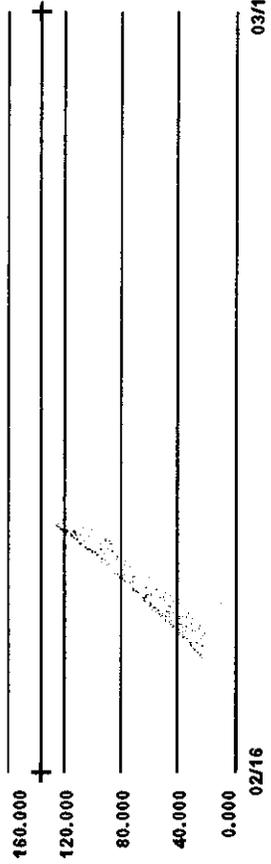
\$137,125.23

FOR YOUR INFORMATION

The wire fee will be increased from \$15 to \$25 effective February 1, 2014

CHANGE IN VALUE OF YOUR PORTFOLIO

\$ thousands



Change In Value Of Your Portfolio information can be found in Miscellaneous Footnotes at the end of this statement.

CANTELLA & CO. INC.

Account carried with National Financial Services LLC, Member
NYSE, SIPC

MN_CEBBSBFWBBHWKW_BBBBB 20160331

Statement for the Period March 1, 2016 to March 31, 2016

SAN MIGUEL COMMUNITY SERVICES DISTRICT - Unincorporated Assn
 Account Number: A71-809608



Account Overview

	Current Period	Year-to-Date
CHANGE IN ACCOUNT VALUE		
BEGINNING VALUE	\$136,590.92	\$0.00
Additions and Withdrawals	\$0.00	\$136,000.00
Income	\$0.01	\$0.33
Taxes, Fees and Expenses	\$0.00	\$0.00
Change in Investment Value	\$534.30	\$1,124.90
ENDING VALUE (AS OF 03/31/16)	\$137,125.23	\$137,125.23

Total Accrued Interest \$293.44
 Ending Value with Accrued Interest \$137,418.67
 Refer to Miscellaneous Footnotes for more information on Change in Investment Value.

	Current Period	Year-to-Date
INCOME		
TAXABLE		
Taxable Dividends	\$0.01	\$0.33
TOTAL TAXABLE	\$0.01	\$0.33
TOTAL INCOME	\$0.01	\$0.33

Taxable income is determined based on information available to NFS at the time the statement was prepared, and is subject to change. Final information on taxation of interest and dividends is available on Form 1099-Div, which is mailed in February of the subsequent year.

ACCOUNT ALLOCATION

Money Markets 0.7%



CDs 99.3%

	Percent	Prior Period	Current Period
Money Markets	0.7 %	\$889.02	\$989.03
CDs	99.3	\$135,601.90	\$136,136.20
TOTAL	100.0 %	\$136,590.92	\$137,125.23

Account Allocation shows the percentage that each asset class represents of your total account value. Account Allocation for equities, fixed income, and other categories may include mutual funds and may be net of short positions. NFS has made assumptions concerning how certain mutual funds are allocated. Closed-end mutual funds and Exchange Traded Products (ETPs) listed on an exchange may be included in the equity allocation. The chart may not reflect your actual portfolio allocation. Consult your broker/dealer prior to making investment decisions.



Statement for the Period March 1, 2016 to March 31, 2016
 SAN MIGUEL COMMUNITY SERVICES DISTRICT - Unincorporated Assn
 Account Number: A71-809608



Account Overview *continued*

MESSAGES AND ALERTS

National Financial Services LLC NFS is required by the Securities Exchange Act of 1934 to provide certain financial information from its Statement of Financial Condition. At December 31, 2015, NFS, an affiliate of Fidelity Brokerage Services LLC, had net capital of \$3,377 million, which was 13.81 percent of aggregate debit items and exceeded its minimum requirement by \$2,888 million. To acquire the Statement of Financial Condition, log on to www.mybrokerageinfo.com. If you wish to obtain a copy of this document at no cost, please call 800-439-5627.

Statement for the Period March 1, 2016 to March 31, 2016

SAN MIGUEL COMMUNITY SERVICES DISTRICT - Unincorporated Assn
 Account Number: A7T-809608



Holdings

NFS-provided cost basis, realized gain (loss) and holding period information may not reflect all adjustments necessary for tax purposes. Please refer to Footnotes and Cost Basis Information at the end of this statement for more information.

CASH AND CASH EQUIVALENTS - 0.72% of Total Account Value

Description	Symbol/Cusip Account Type	Quantity	Price on 03/31/16	Current Market Value	Estimated Annual Income
Money Markets					
FIDELITY GOVT MMKT CAPITAL RESERVES CL	FZAXX	989.03	\$1.00	\$989.03	
7 DAY YIELD .01%	CASH				
Dividend Option Reinvest					
Capital Gain Option Reinvest					
Total Cash and Cash Equivalents				\$989.03	

HOLDINGS > FIXED INCOME - 99.28% of Total Account Value

For an explanation of fixed income pricing, please see the last page. Redemption schedule(s), bond ratings(s), and other information are provided where available. If information does not appear regarding a particular investment, it is not available. The ratings on this statement are provided by Standard & Poor's and/or Moody's to rate the quality based on the respective rating agency's assessment. "Ratings information from Standard & Poor's ("S&P") may not be reproduced. S&P credit ratings are statements of opinion and are not statements of fact or recommendations to purchase, hold, or sell securities, nor do they address the suitability of securities for investment purposes, and should not be relied on as investment advice. S&P does not guarantee the accuracy, completeness, timeliness or availability of any information, including ratings, and is not responsible for errors or omissions (negligent or otherwise). S&P gives no express or implied warranties, including but not limited to any warranties of merchantability or fitness for a particular purpose or use. S&P shall not be liable for any direct, indirect, incidental, exemplary, compensatory, punitive, special or consequential damages, costs, expenses, legal fees, or losses (including lost income or profits and opportunity costs) in connection with any use of ratings."

Accrued Interest - Represents interest accumulated since the last coupon date on certain fixed income securities which may not yet have been paid by the issuer or received by NFS. There is no guarantee that the accrued interest will be paid by the issuer.

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/16	Estimated Current Market Value	Estimated Annual Income	Total Cost Basis	Unrealized Gain (Loss)
CDs							



Statement for the Period March 1, 2016 to March 31, 2016

SAN MIGUEL COMMUNITY SERVICES DISTRICT - Unincorporated Assn
Account Number: A71-809608



HOLDINGS > FIXED INCOME *continued*

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 03/31/16	Estimated Current Market Value	Estimated Annual Income	Total Cost Basis	Unrealized Gain (Loss)
<p>Certificates of Deposit (CDs), including Market Indexed CDs and Market Linked CDs (collectively, MCDs) are generally shown at estimated market prices based upon a matrix or model pricing method that may not represent the actual price if sold prior to maturity. However, CDs and MCDs may be shown at face value for up to seven calendar days from date of issue if estimated market prices have not been received from a third party pricing vendor. The actual value of CDs and MCDs may be different from their purchase price. CDs and MCDs are subject to interest rate risk. The estimated market price reflected for MCDs may not be based on the actual closing value of the linked market index on the final maturity date and the market value of MCDs may not correspond directly to increases or decreases in the underlying linked market index. You may sell CDs or MCDs in the secondary market subject to market conditions. The secondary market for CDs and MCDs is generally illiquid. If sold prior to maturity, the value of MCDs may be less than the purchase amount or face value. The sale or redemption of any fixed income security prior to maturity may result in a substantial gain or loss, and an early withdrawal penalty may apply. Certain MCDs may only be redeemed on pre-specified liquidation dates and may have call features that allow the issuer to call the MCD prior to maturity. Certain Step Rate CDs are also subject to reinvestment risk if call provisions are exercised by the issuer and if a CD with a comparable rate is not available.</p>							
<p>See sales materials or contact your broker/dealer for additional information.</p>							
ALLY BK MIDVALE UTAH CD 1.45000%	02008LYD9 CASH	70,000	\$1,00754	\$70,527.80	\$1,015.00	\$70,005.65	
02/11/2019 FDIC INSURED CPN PMT SEMI-ANNUAL ON AUG 11, FEB 11 1ST CPN DTE 08/11/2016 Next Interest Payable: 08/11/16 Estimated Yield 1.43% Accrued Interest \$139.04 Adjusted Cost Basis							
GOLDMAN SACHS BK USA NY CD 1.70000%	38148PA62 CASH	65,000	\$1,00936	\$65,608.40	\$1,105.00	\$65,005.65	\$522.40
02/10/2020 FDIC INSURED CPN PMT SEMI-ANNUAL ON AUG 10, FEB 10 1ST CPN DTE 08/10/2016 Next Interest Payable: 08/10/16 Estimated Yield 1.68% Accrued Interest \$154.40 Adjusted Cost Basis							
Total CDs		135,000		\$136,136.20	\$2,120.00	\$135,010.85	\$1,125.35
Total Fixed Income		135,000		\$136,136.20	\$2,120.00	\$135,010.85	\$1,125.35
Total Securities				\$136,136.20	\$2,120.00	\$135,010.85	\$1,125.35
TOTAL PORTFOLIO VALUE				\$137,125.23	\$2,120.00	\$135,010.85	\$1,125.35

CANTELLA & CO. INC.

Account carried with National Financial Services LLC, Member
NYSE, SIPC

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Statement for the Period March 1, 2016 to March 31, 2016
 SAN MIGUEL COMMUNITY SERVICES DISTRICT - Unincorporated Assn
 Account Number: A7T-809608



Activity

CORE FUND ACTIVITY

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
03/31/16	CASH	REINVESTMENT	FIDELITY GOVT MMKT CAPITAL RESERVES CL REINVEST @ \$1.000	0.01	(\$0.01)
TOTAL CORE FUND ACTIVITY					(\$0.01)

ACTIVITY > INCOME > TAXABLE INCOME

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
Taxable Dividends					
03/31/16	CASH	DIVIDEND RECEIVED	FIDELITY GOVT MMKT CAPITAL RESERVES CL DIVIDEND RECEIVED		\$0.01
Total Taxable Dividends					\$0.01
Total Taxable Income					\$0.01
TOTAL INCOME					\$0.01



Statement for the Period March 1, 2016 to March 31, 2016

SAN MIGUEL COMMUNITY SERVICES DISTRICT - Unincorporated Assn
Account Number: A71-809608



Footnotes and Cost Basis Information

Amortization, accretion and similar adjustments to cost basis have been provided for many fixed income securities (and some bond-like equities), however, they are not provided for certain types, such as short-term instruments, Unit Investment Trusts, foreign fixed income securities, or those that are subject to early prepayment of principal (pay downs). Where current year premium or acquisition premium amortization is provided, the prior years' cumulative amortization is reflected in the adjusted cost basis, but we cannot provide a breakdown or the total of such prior amortization amounts.

NFS is required to report certain cost basis and related information to the IRS on the Form 1099-B. Your official 1099-B forms for certain transactions will reflect which lots have been sold for tax purposes. To apply a specific identification cost basis method to 1099-B reporting, appropriate instructions must be on file with NFS or be received by NFS before the trade has settled. Absent such instructions, NFS determines cost basis at the time of sale based on its default methods of average cost for open-end mutual funds and first-in, first-out (FIFO) for all other (including ETFs) unless your broker dealer has elected to use another default method. NFS applies FIFO (or other disposal method, if applicable) based on its records, which may be different from yours. For transactions that are not subject to 1099-B cost basis reporting, you should refer to your trade confirmations and other applicable records to determine which lots were considered sold for tax purposes.

While NFS must meet IRS requirements with respect to certain information required to be reported to the IRS, NFS-provided cost basis, realized gain and loss, and holding period information may not reflect all adjustments necessary for your tax reporting purposes. NFS makes no warranties with respect to and specifically disclaims any liability arising out of a customer's use of, or any tax position taken in reliance upon, such information.

For investments in partnerships, NFS does not make any adjustments to cost basis information as the calculation of basis in such investments requires supplemental information from the partnership on its income and distributions during the period you held your investment. Partnerships usually provide this additional information on a Form K-1 issued by April 15th of the following year.

Consult your tax advisor for further information.

D - Adjusted cost basis reflects any cumulative original issue discount, premium, or acquisition premium, and it assumes such amounts were amortized by the taxpayer over the life of the security from acquisition date through disposition date. For securities still held, maturity date was used instead of disposition date. Premium amortization was calculated using the yield-to-maturity method. Acquisition premium was calculated using the ratable accrual method. If applicable, adjusted cost basis reflects market discount accretion which was calculated using the straight-line method and was recognized at disposition date. Gain/loss displayed for this transaction was based on cost basis as adjusted for premium and discount as stated above and does not reflect any losses disallowed because of wash sales (if applicable). The adjusted cost basis may not reflect all adjustments necessary for tax reporting purposes and may also not apply if you are using an alternative amortization calculation method. Refer to IRS Publication 550, Investment Income and Expenses, for additional information.

If a sale, redemption or other disposition involved multiple tax lots, the transaction's totals may have been calculated using a combination of adjusted and unadjusted cost basis information. For lots where adjusted cost basis and its associated gain/loss are known, that was used, otherwise "regular" unadjusted cost basis and its associated gain/loss was used.

Miscellaneous Footnotes

CHANGE IN VALUE OF YOUR PORTFOLIO is the change in market value of your portfolio assets over the time period shown. The portfolio assets include the market value of all the securities in the account, plus insurance and annuity assets if applicable. The time frame of the graph is from account opening or September 2011, whichever is later, to the current period. Please note that large increases and/or declines in the change in the value of the portfolio can be due to additions, distribution and/or performance.

CHANGE IN INVESTMENT VALUE is the difference between the prior period and current period values which includes the difference between securities that were bought, sold and redeemed during this time period as well as any activity that occurred such as additions and withdrawals, securities transferred, income, expenses, and other activity. This does not reflect activity related to assets in which National Financial is not the custodian (e.g. Insurance and Annuities, Assets Held Away and Other Assets Held Away).

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Account carried with National Financial Services LLC, Member
NYSE, SIPC

Statement for the Period March 1, 2016 to March 31, 2016
SAN MIGUEL COMMUNITY SERVICES DISTRICT - Unincorporated Assn
Account Number: A71-809608



Miscellaneous Footnotes *continued*

CALLABLE SECURITIES LOTTERY - When street name or bearer securities held for you are subject to a partial call or partial redemption by the issuer, NFS may or may not receive an allocation of called/redeemed securities by the issuer, transfer agent and/or depository. If NFS is allocated a portion of the called/redeemed securities, NFS utilizes an impartial lottery allocation system, in accordance with applicable rules, that randomly selects the securities within customer accounts that will be called/redeemed. NFS' allocations are not made on a pro rata basis and it is possible for you to receive a full or partial allocation, or no allocation. You have the right to withdraw uncalled fully paid securities at any time prior to the cutoff date and time established by the issuer, transfer agent and/or depository with respect to the partial call, and also to withdraw excess margin securities provided your account is not subject to restriction under Regulation T or such withdrawal will not cause an undermargined condition.

PRICING INFORMATION - Prices displayed are obtained from sources that may include pricing vendors, broker/dealers who clear through NFS and/or other sources. Prices may not reflect current fair market value and/or may not be readily marketable or redeemable at the prices shown.

FOREIGN EXCHANGE TRANSACTIONS - Some transaction types necessitate a foreign currency exchange (FX) in order to settle. FX transactions may be effected by Fidelity Forex, Inc. on a principal basis. Fidelity Forex, Inc. an affiliate of NFS, may impose a commission or markup on the prevailing interbank market price, which may result in a higher price to you. Fidelity Forex, Inc. may share a portion of any FX commission or markup with NFS. More favorable rates may be available through third parties not affiliated with NFS. The rate applicable to any transaction involving an FX is available upon request through your broker-dealer.

COST BASIS LEGISLATION - New IRS Rules will require National Financial Services to report cost basis and holding period information for the sale of shares of open end Mutual Fund holdings purchased on or after January 1, 2012 on Form 1099-B. National Financial Services determines the cost basis for all shares of open end mutual funds using a default method of average cost. Alternatively, account owners or their brokers and advisors can instruct National Financial Services to determine the cost basis for shares of open end mutual funds by 1) settling up their non-retirement accounts with one of our eleven tax lot disposal methods available to investors or 2) identifying specific tax lots to sell at the time of a transaction. Contact your broker or advisor to learn more about the cost basis tracking of your holdings.



GLOSSARY Short Account Balances - if you have sold securities under the short sale rule, we have, in accordance with regulations, segregated the proceeds from such transactions in your Short Account. Any market increases or decreases from the original sale price will be marked to the market and will be transferred to your Margin Account on a weekly basis. **Market Value** - The Total Market Value has been calculated out to 9 decimal places, however, the individual unit price is displayed in 5 decimal places. The Total Market Value represents prices obtained from various sources, may be impacted by the frequency in which such prices are reported and such prices are not guaranteed. Prices received from pricing vendors are generally based on current market quotes, but when such quotes are not available the pricing vendors use a variety of techniques to estimate value. These estimates, particularly for **fixed income securities**, may be based on certain minimum principal amounts (e.g. \$1 million) and may not reflect all of the factors that affect the value of the security, including liquidity risk. The prices provided are not firm bids or offers. Certain securities may reflect "N/A" or "unavailable" where the price for such security is generally not available from a pricing source. The Market Value of a security, including those priced at par value, may differ from its purchase price and may not

CUSTOMER SERVICE: Please review your statement and report any discrepancies immediately. Inquiries or concerns regarding your brokerage account or the activity therein should be directed to your broker-dealer at the telephone number and address reflected on the front of this statement and National Financial Services LLC ("NFS") who carries your brokerage account and acts as your custodian for funds and securities that are deposited with NFS by you or your broker-dealer, or as a result of transactions NFS processes for your account, may also be contacted for statement discrepancies. NFS may be called at (800) 801-8942. Any oral communications regarding inaccuracies or discrepancies should be reconfirmed in writing to protect your rights, including those under the Securities Investor Protection Act ("SIPA"). When contacting either NFS or your broker-dealer, remember to include your entire brokerage account number to ensure a prompt reply. Please notify the service center of your broker-dealer promptly in writing of any change of address.

ADDITIONAL INFORMATION Free credit balances ("FCB") are funds payable to you on demand. FCB are subject to open commitments such as uncleared check deposits, and exclude proceeds from sales of certificated securities without delivery of the certificate. If your FCB is automatically transferred to a money market fund or to an FDIC insured bank account you use as your brokerage account's core position, you can liquidate the shares of the money market fund or bank balances at any time and have the proceeds remitted to you or held in your brokerage account subject to the terms and conditions of your account agreement. Interest on free credit balances awaiting reinvestment may be paid out at rates that may vary with current short-term money market rates and/or your brokerage account balances, set at the discretion of your broker-dealer and/or NFS. Required rule 10b-10(e) information not contained herein will be provided upon written request.

Credit Adjustment Program. Accountholders receiving payments in lieu of qualified dividends may not be eligible to receive credit adjustments intended to help cover additional associated federal tax burdens. NFS reserves the right to deny the adjustment to any accountholder and to amend or terminate the credit adjustment program.

Options Customers. Each transaction confirmation previously delivered to you contains full information about commissions and other charges. If you require further information, please contact your broker-dealer. Assignments of American and European-style options are allocated among customer short positions pursuant to a random allocation procedure, a description of which is available upon request. Short positions in American-style options are liable for assignment at any time. The writer of a European-style option is subject to exercise assignment only during the exercise period. You should advise your broker-dealer promptly of any material change in your investment objectives or financial situation. **Splits, Dividends, and Interest.** Expected stock split, next dividend payable, and next interest payable information has been provided by third parties and may be subject to change. Information for certain securities may be missing if not received from third parties in time for printing. NFS is not responsible for inaccurate, incomplete, or missing information. Please consult your broker-dealer for more information about expected stock split, next dividend payable, and next interest payable for certain securities.

Equity Dividend Reinvestment Customers. Shares credited to your brokerage account resulted from transactions effected as agent by either: 1) Your broker-dealer for your investment account, or 2) through the Depository Trust Company (DTC) dividend reinvestment program. For broker-dealer effected transactions, the time of the transactions, the exchange upon which these transactions occurred and the name of the person from whom the security was purchased will be furnished upon written request. NFS may have acted as market maker in effecting trades in "over-the-counter" securities.

Retirement Contributions/Distributions. A summary of retirement contributions/distributions is displayed for you in the activity summary section of your statement. **Income Reporting.** NFS reports earnings from investments in Traditional IRAs, Rollover IRAs, SEP-IRAs and Keoghs as tax-deferred income. Earnings from Roth IRAs are reported as tax-free income, since distributions may be tax-free after meeting the 5 year aging requirement and certain other conditions. A financial statement of NFS is available for your personal inspection at its office or a copy of it will be mailed to you upon your written request.

Statement Mailing. NFS will deliver statements by mail or, if applicable, notify you by e-mail of your statement's availability, if you had transactions that affected your cash balances or security positions held in your account(s) during the last monthly reporting period. At a minimum, all brokerage customers will receive quarterly statements (at least four times per calendar year) as long as their accounts contain a cash or securities balance. **Loads and Fees.** In connection with (i) access to, purchase or redemption of, and/or maintenance of positions in mutual funds and other investment products ("funds") or (ii) platform infrastructure needed to support such funds,

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closely reflect the value at which the security may be sold or purchased based on various market factors. Investment decisions should be made only after consulting your broker-dealer. **Estimated Yield ("EY")** and **Estimated Annual Income ("EAI")** - When available, the coupon rate of some fixed income securities is divided by the current market value of the fixed income security to create the EY figure and/or the current interest rate or most recently declared dividends for certain securities are annualized to create the EAI figure. EAI and EY are estimates, and the income and yield might be lower or higher. Estimates may include return of principal or capital gains, which would render them overstated. In addition, EAI is calculated for positions or accounts where dividends are reinvested and not paid as income. EY reflects only the income generated by an investment; not changes in prices which fluctuate. These figures are based on mathematical calculations of available data, and have been obtained from information providers believed to be reliable, but no assurance can be made as to accuracy. Since the interest and dividend rates are subject to change at any time, and may be affected by current and future economic, political and business conditions, they should not be relied on for making investment, trading decisions, or tax decisions.

some funds, or their investment affiliates, pay you for introducing broker dealer and/or NFS sales leads and 12b-1 fees described in the prospectus as well as additional compensation for shareholder services, platform infrastructure support and maintenance, and other programs. Additional information about the source(s) and amount(s) of compensation as well as other remuneration received by your introducing broker dealer and/or NFS will be furnished to you upon written request. At time of purchase fund shares may be assigned a load.

transaction fee or no transaction fee status. At time of sale, any fees applicable to your transaction will be assessed based on the status assigned to the shares at time of purchase. **Margin.** If you have applied for margin privileges and been approved, you may borrow money from NFS in exchange for pledging the assets in your account as collateral for any outstanding margin loan. The amount you may borrow is based on the value of securities in your margin account, which is identified on your statement. If you have a margin account, this is a combined statement of your margin account and special memorandum account other than your non-purpose margin accounts maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve Board. The permanent record of the separate account, as required by Regulation T, is available for your inspection upon request. **NYSE and FINRA.** All transactions are subject to the constitution, rules, regulations, customs, usages, rulings and interpretations of the exchange market and its clearing house, if any, where the transactions are executed, and of the New York Stock Exchange (NYSE) and of the Financial Industry Regulatory Authority ("FINRA"). The FINRA requires that we notify you in writing of the availability of an investor brochure that includes information describing FINRA Regulation's BrokerCheck Program ("P Program"). To obtain a brochure or more information about the Program or FINRA Regulation, contact the FINRA Regulation

BrokerCheck Program Hotline at (800) 289-9899 or access the FINRA's web site at www.finra.org. **FINRA Rule 4311** requires that your broker-dealer and NFS allocate between them certain functions regarding the administration of your brokerage account. The following is a summary of the allocation services performed by your broker-dealer and NFS. A more complete description is available upon request. **Your broker-dealer is responsible for:** (1) obtaining and verifying brokerage account information and documentation, (2) opening, approving and monitoring your brokerage account, (3) transmitting timely and accurate orders and other instructions to NFS with respect to your brokerage account, (4) determining the suitability of investment recommendations and advice, (5) operating, and supervising your brokerage account and its own activities in compliance with applicable laws and regulations including compliance with margin rules pertaining to your margin account, if applicable, and (6) maintaining required books and records for the services that it performs. **NFS shall, at the direction of your broker-dealer:** (1) execute, clear and settle transactions processed through NFS by your broker-dealer, (2) prepare and send transaction confirmations and periodic statements of your brokerage account (unless your broker-dealer has undertaken to do so). Certain securities pricing and descriptive information may be provided by your broker-dealer or obtained from third parties deemed to be reliable, however, this information has not been verified by NFS, (3) act as custodian for funds and securities received by NFS on your behalf, (4) follow the instructions of your broker-dealer with respect to transactions and the receipt and

delivery of funds and securities for your brokerage account, and (5) extend margin credit for purchasing or carrying securities on margin. Your broker-dealer is responsible for ensuring that your brokerage account is in compliance with federal, industry and NFS margin rules, and for advising you of margin requirements. NFS shall maintain the required books and records for the services it performs. **Securities in accounts carried by NFS are protected in accordance with the Securities Investor Protection Corporation ("SIPC")** up to \$500,000. The \$500,000 total amount of SIPC protection is inclusive of up to \$250,000 protection for claims for cash, subject to periodic adjustments for inflation in accordance with terms of the SIPC statute and approval by SIPC's Board of Directors. NFS also has arranged for coverage above these limits. Neither coverage protects against a decline in the market value of securities, nor does either coverage extend to certain securities that are considered ineligible for coverage. For more details on SIPC, or to request a SIPC brochure, visit www.sipc.org or call 1-202-371-8300. Funds used to purchase or sweep to a bank deposit are SIPC protected until deposited to a Program Bank at which time funds may be eligible for FDIC insurance. Assets Held Away, commodities, unregistered investment contracts, futures accounts, leased securities and other investments may not be covered. Precious metals are not covered by SIPC protection. Mutual funds and/or other securities are not backed or guaranteed by any bank, nor are they insured by the FDIC and involve investment risk including possible loss of principal.

End of Statement

Account carried with National Financial Services LLC, Member
NYSE, SIPC

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San Miguel Community Services District Staff Report

April 28, 2016

AGENDA ITEM XI.18

SUBJECT: Consider a request to nominate a Board Member or General Manager for CSDA Board of Director Election to Seat B for the term 2017-19.

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors discuss and provide direction to direction.

BACKGROUND:

CSDA has announced a scheduled vacancy for Seat B of their Board of Directors and called for any nominations of persons to serve for the term 2017-19. CSDA's Board represents six geographic regions of the State. Any candidate offered by SMCSA must be affiliated with a Special District, as an elected official or General Manager to serve the described term and be in Seat B boundaries. SMCSA is located within Seat B boundaries.

The CSDA bulletin calling is attached as a part of this report. The Board should discuss interest in nominating a person for the CSDA election process. The requirements for serving on the CSDA Board are also listed in the attached bulletin. The nomination procedures are also detailed on the attached document. Ballots for this election will be sent to districts begin on June 3rd. Ballots are due back no later than August 5, 2016. All selected and elected CSDA Board Members would be announced at the Annual Conference in October, which is schedule to take place in October.

The Board should consider and provide direction to Staff regarding any nomination by the SMCSA Board of Directors. This is not a mandatory requirement. If the Board wants to support a nominee for election, then the Board should consider any nomination of the Board Members present. If the Board elects to not nominate any person for the CSDA Board of Directors, then no action is required by the Board.

PREPARED BY:

Darrell Gentry

Darrell Gentry, General Manager

Attachment: CSDA Bulletin dated February 2016 regarding nomination and election process



**California Special
Districts Association**
Districts Stronger Together

FOR APRIL BOARD MTC

FEB 24 2016
DWG 2/24/16

DATE: February 19, 2016
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2017 - 2019 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular member located within the geographic network that they seek to represent. (See attached Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the CSDA Annual Conference (held in the fall).
- **Complete all four modules of CSDA's Special District Leadership Academy within 2 years.**
(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).

Nomination Procedures: Any Regular Member is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is May 20, 2016.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 3rd. The ballots must be received by CSDA no later than 5:00 p.m. August 5, 2016. The successful candidates will be notified no later than August 8th. All selected Board Members will be introduced at the Annual Conference in San Diego, CA in October.

Expiring Terms

(See enclosed map for regional breakdown)

Northern Network	Seat B Greg Orsini, McKinleyville Community Services District*
Sierra Network	Seat B Ginger Root, Country Club Sanitary District*
Bay Area Network	Seat B Sherry Sterrett, Pleasant Hill Recreation & Park District
Central Network	Seat B Tim Ruiz, East Niles Community Services District*
Coastal Network	Seat B N/A
Southern Network	Seat B Bill Nelson, Orange County Cemetery District*
	Seat B Kathy Tieg, Cucamonga Valley Water District

(* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csgda.net.



**California Special
Districts Association**
Districts Stronger Together

2016 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map on back)

Telephone: _____
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

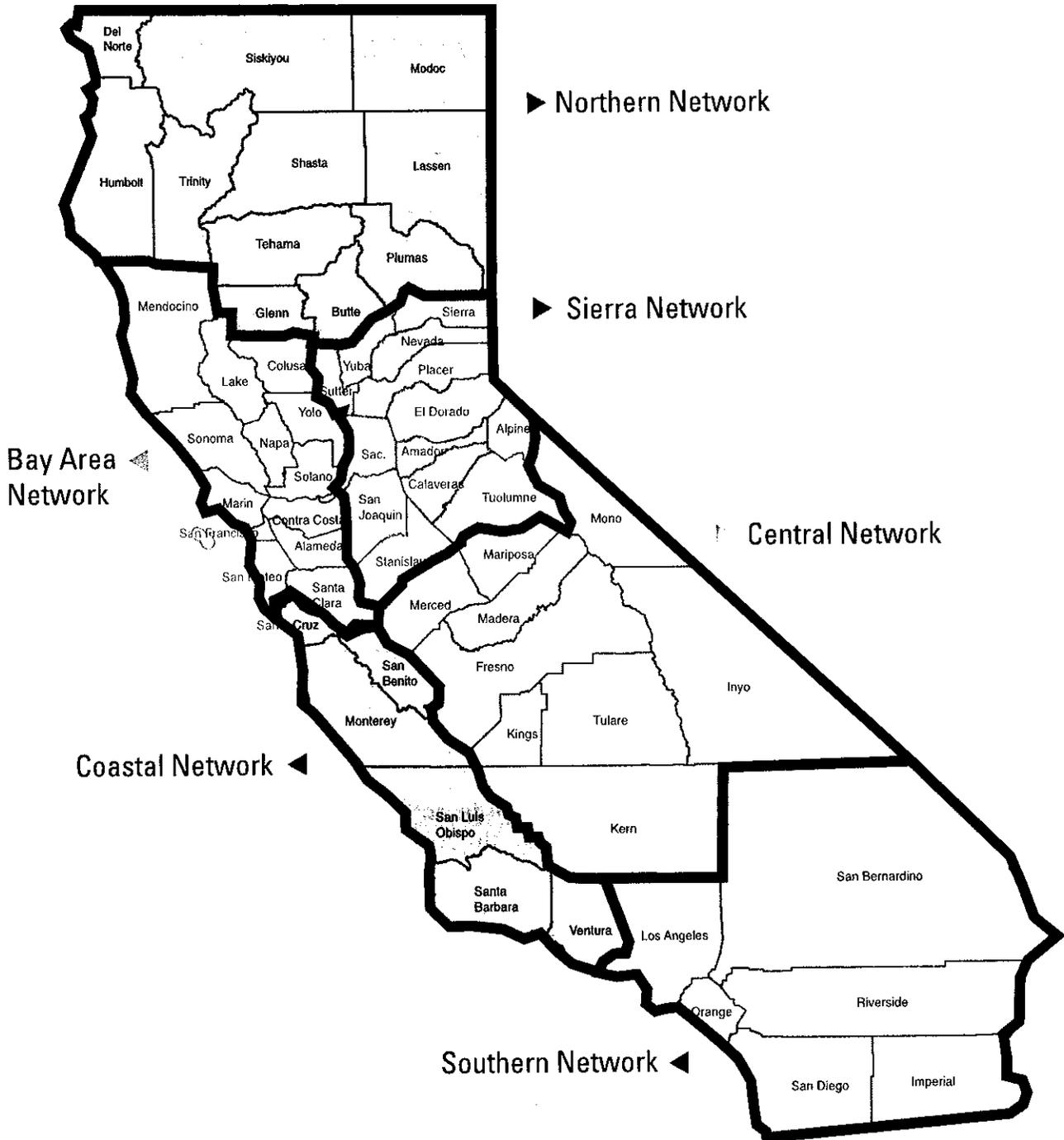
Return this form and a Board resolution/minute action supporting the candidate
and Candidate Information Sheet by fax or mail to:

CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 20, 2016



California Special Districts Association
DISTRICT NETWORKS





2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**

RESOLUTION NO. 2016-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING JOB RECLASSIFICATIONS FOR 2 DISTRICT EMPLOYEES AND AUTHORIZING A CHANGE IN COMPENSATION SCHEDULE FOR JOB RECLASSIFICATIONS

WHEREAS, the San Miguel Community Services District (“SMCSD”) has adopted District Personnel Policies effective November 2014 require job reclassifications and changes in related compensation to be approved by the Board of Directors (“Board”); and

WHEREAS, the District General Manager (“Manager”) has responsibility for recommending any change in job reclassification and compensation to the Board; and

WHEREAS, the Manager has recommended job reclassifications and compensation adjustments for two named individual employees identified in a written report dated March 24, 2016 to the Board; and

WHEREAS, the Board, based on Manager’s recommendation in support of these changes in job reclassification and compensation did approve these changes at its Regular Board Meeting, March 24, 2016; and

NOW THEREFORE, BE IT RESOLVED, by the Board approves and grants the job reclassifications and compensation changes retroactively, as specified in written report to the Board dated March 24, 2016.

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

AYES: **Buckman, Dawes, Reuck**
NOES:
ABSENT: **Green, Kalvans**
ABSTAINING:

The foregoing Resolution is hereby passed and adopted this 28 day of April, 2016.

John Green, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Darrell W. Gentry, General Manager
and Secretary to the Board

Doug White, District General Counsel



San Miguel Community Services District Board of Directors

Staff Report

April 28, 2016

AGENDA ITEM: XII-20

SUBJECT: Consider and Discuss a Presentation of District Energy Audit Report for Cost Reduction Opportunities and Efficiencies.

STAFF RECOMMENDATION:

Consider and Discuss a presentation on District Energy Audit Report by Jon Griesser, County Energy Watch and Climate Programs Supervisor. Board may provide direction to staff.

BACKGROUND:

In January of this year, Energy Watch, in partnership with PG & E, completed an energy audit of District facilities and operations. A goal of this audit was to identify means and methods for the District to reduce energy consumption through equipment efficiencies and improvements and to reduce our carbon footprint.

Equipment & Facilities Committee heard this presentation and discussed the Energy Audit Report at its March 17, 2016 meeting. Committee unanimously agreed to forward the Energy Audit Report forward to Board for review and discussion. Committee further recommended that the Board accept and file the submitted report and provide direction to Staff. Committee also indicated support for replacing aerator motors and look at possibility for solar panels at WWTP as recommended in the report. There are other funding sources that Mr. Griesser will provide to Board.

Mr. Griesser was invited today, in follow-up, to provide Board members with background information, a report on results achieved and the implications for SMCS D to proceed forward with cost savings and operational improvements and efficiencies. This presentation also provides an opportunity for questions and discussion in depth any short term and future measures for the District. A copy of the Final Report is attached as a part of this staff report for discussion.

A separate visual presentation will also be provided at the meeting.

Fiscal Impact:

No fiscal impact at this time. Future budgeting would need to incorporate costs associated with any implementation actions.

Staff Recommendation: Staff recommends that the Board discuss findings and provide direction to staff. At a minimum, Staff would recommend that the Board direct Staff to include in FY 2016-17 Budget cost consideration for replacing Pond #1 aerator motor with a high energy efficient motor. Also include cost consideration for FY 2017-18 Budget for installing solar panels at Machado WWTP and/or pursue other funding sources as presented and identified in this report to the Board.

These costs should be identified and processed through Committees as a part of the upcoming budgetary process.

PREPARED BY:

Darrell Gentry

General Manager

Attachment:

Final Energy Audit Report by Energy Watch



PG&E Large Integrated Audit



San Miguel Community Services District

1150 Mission St
San Miguel, CA 93451

Final Report by



1/6/2016

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Disclaimer

The intent of this energy analysis report is to identify energy savings opportunities associated with recommended upgrades to the equipment and systems at the San Miguel Community Services District in San Miguel, CA. Approximate saving ranges are included in this report to help the customer make informed decisions about reducing energy use at the facility. However, this report does not intend to serve as a detailed engineering design document. It is necessary to note that detailed design efforts are required in order to implement several of the improvements evaluated as part of this energy analysis.

As a result, Pacific Gas and Electric Company (PG&E) and kW Engineering Inc. are not liable if estimated savings ranges or economics are not actually achieved. All savings and cost estimates in the report are for informational purposes, and are not to be construed as a design document or as guarantees.

In no event will PG&E or kW Engineering Inc. be liable for the failure of the customer to achieve a specified amount of energy savings, the operation of customer's facilities, or any incidental or consequential damages of any kind in connection with this report or the installation of recommended measures.

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1 Executive Summary

Pacific Gas and Electric Company (PG&E) sponsored this Integrated Energy Audit Report for the San Miguel Community Services District (CSD) in San Miguel, CA.

The goal of a PG&E Integrated Energy Audit is to provide you with an Energy Action Plan, which identifies and prioritizes potential energy and demand savings from the following kinds of opportunities:

- Energy conservation
- Energy efficiency (including retro-commissioning)
- Time-of-use management (load shifting)
- Demand response
- Self-generation.

The study was conducted by kW Engineering, in collaboration with PG&E, as part of a comprehensive effort to assist PG&E customers in controlling energy costs and protecting our environment by offering a full spectrum of energy management options.

We recommend the following highest priority measures, which are relatively low cost, straightforward, and have an attractive payback, for immediate action (see report for details):

- LCM-1: Replace Interior Halogen, Incandescent, and CFL Downlights with LEDs
- LCM-2: Upgrade Exterior MH, CFL, and Halogen Fixtures with LEDs with Bi-Level Controls

Significant rebates and incentives are available from PG&E to reduce the cost of energy project implementation. Be sure to coordinate with your PG&E Account Manager for assistance in applying for incentives. Remember, “Apply before you buy!”

1.1 Your Cost Reduction Opportunities

kW Engineering identified four energy efficiency measures that, if implemented, could **save roughly \$43,600/yr** in energy costs at the San Miguel Community Service District with a **combined payback of roughly 4 years**. We have summarized the recommended measures in Table 1.1: Energy Action Plan; brief descriptions of each measure are included in Section 4, “Energy Project Opportunities.”

Energy Action Plan

The following Energy Action Plan (EAP) provides overall direction on how to act on the list of recommended measures. It provides an integrated strategy for short and long-term implementation of energy efficiency, retro-commissioning, demand response and other energy projects. The Energy Action Plan considers measure interactions, challenges, and opportunities, which can affect project implementation.

Table 1.1: Energy Action Plan

Group (Priority / Timing)	Measure No.	Measure Description	Approximate Financials				Confidence (H/M/L)	Next Steps
			Annual Savings (\$/yr)	Rough Installed Cost (\$)	Potential Incentive (\$)	Simple Payback (Yrs)		
Buildings & Facilities	LCM-1	Replace Interior Halogen, Incandescent, and CFL Downlights with LEDs	\$ 20	\$ 44	\$ -	2.2	High	We recommend a couple trial installations to evaluate the appearance change from the new fixtures before replacing all the interior downlights.
Buildings & Facilities	LCM-2	Upgrade Exterior MH, CFL, and Halogen Fixtures with LEDs with Bi-Level Controls	\$ 1,300	\$ 7,500	\$ 830	5.1	High	In addition to a vendor site walk, we recommend a couple trial installations to evaluate the appearance change from the new fixtures before replacing all the HID fixtures.
Wastewater System	LCM-3	Install High Efficiency Motors as Motors Need Replacement	\$ 900	\$ 4,400	\$ -	4.9	High	Note: The installed cost shown is an incremental cost. Rough Installed Cost for this measure is the Incremental Cost for premium efficiency motors over standard efficiency motors.
Wastewater System	CIM-4	Retrofit Surface Aerators with VFDs and Use Existing DO Sensors to Automatically Modulate Aeration of Treatment Ponds	\$ 4,500	\$ 27,000	\$ 2,400	5.5	Medium	The implementation of this measure and CIM-4 are mutually exclusive. We recommend you have a vendor make a site walk in order to obtain a more accurate cost estimate.
Wastewater System	CIM-5	Install Higher Efficiency Aeration System	\$ 36,700	\$ 128,000	\$ -	3.5	Medium	Note: The installed cost shown is an incremental cost. It may be more cost effective to retrofit ponds #1 and 2 with fine porbubble diffused aeration and leave ponds #3 and 4 with surface aerators.
Load Management	LMM-1	Shift a Portion of the Well Water Pumping Out of the Summer Peak Period	\$ 537	\$ 42,000	\$ -	78.2	Medium	We recommend investigating the current daily pumping patterns for each well. We assumed the usage pattern was similar to a residential diurnal water usage pattern in our analysis.
Demand Response	DRM-1	Turn Off Interior Lighting during a Demand Response (DR) Event	\$ 3	\$ -	\$ -	Immediate	High	This is an operational change that can be implemented by in-house staff.
Distributed Generation	DGM-1	Install Photovoltaic Solar System to Offset Energy Use	\$ 51,957	\$ 689,000	\$ -	13.3	Medium	We recommend a site visit with a solar contractor to assess potential locations and feasibility for solar PV.

1.2 Implementation Planning

We encourage you to seriously consider the recommendations contained within this report. Please discuss next steps with your PG&E Account Manager, who will assist with implementation planning, and will ensure that you take advantage of appropriate PG&E incentives and programs. (Remember, “Apply before you buy.”).

You may also check the following website for further information on available PG&E rebates and incentives: <http://www.pge.com/mybusiness/energysavingsrebates/rebatesincentives/>

You may consider using PG&E program partners, local contractors and trade professionals (link below) who offer special assistance in implementing energy efficiency measures for your business. These specialists help you to take advantage of PG&E rebates and incentives by distributing, installing, and servicing the energy efficient equipment and systems that PG&E supports. See: <http://www.pge.com/mybusiness/energysavingsrebates/partnersandtradepros/>

To ensure projects are implemented so that maximum savings and incentives are achieved, bids and specifications should often be reviewed. Your PG&E Account Manager or the auditing consultant may help with this.

The remainder of this report is organized as follows:

- Section 2 documents the project contacts and existing systems and conditions for the site;
- Section 3 shows and discusses the site’s energy use and costs;
- Section 4 provides brief descriptions of each energy measure.

2 Project Team and Facility Information

2.1 Project Contacts

Name	Role	Contact Information
San Miguel CSD		
Kelly Dodds	Utility Supervisor	(805) 467-3388 kdodds@sanmiguelcsd.org
Darrell Gentry	General Manager	(805) 467-3388 darrell.gentry@sanmiguelcsd.org
Energy Watch – San Luis Obispo County		
Jon Griesser	Energy Program Manager	(805) 781-5611 jgriesser@co.slo.ca.us
PG&E		
Perla De Leon	Customer Relationship Manager	(805) 595-6444 PMD7@pge.com
Bryce Dias	Customer Care Program Manager	(415) 973-3709 BADM@pge.com
kW Engineering		
Bryan Hackett, P.E., Senior Engineer II	Auditors	287 17th Street, Suite 300 Oakland, CA 94612 (510) 834-6420 (510) 834-6421 fax bhackett@kw-engineering.com

2.2 General Site Information

On March 18, 2015, kW Engineering, as a PG&E contractor, performed an integrated energy audit at the San Miguel CSD facilities in San Miguel, California. The kW Engineering team met with Kelly Dodds (San Miguel CSD Utility Supervisor), Jon Griesser (Energy Watch Manager), and Callie Lewis (Energy Watch Planner) to review the facilities and focus the investigation on specific energy-using systems.

The San Miguel CSD was created in February 2000 by the San Luis Obispo Board of Supervisors to provide public services for the community's 2,300 residents. The CSD provides services including fire protection (San Miguel Fire Protection District), public lighting (San Miguel Lighting District), fresh water, and waste water (San Miguel Sanitary District).

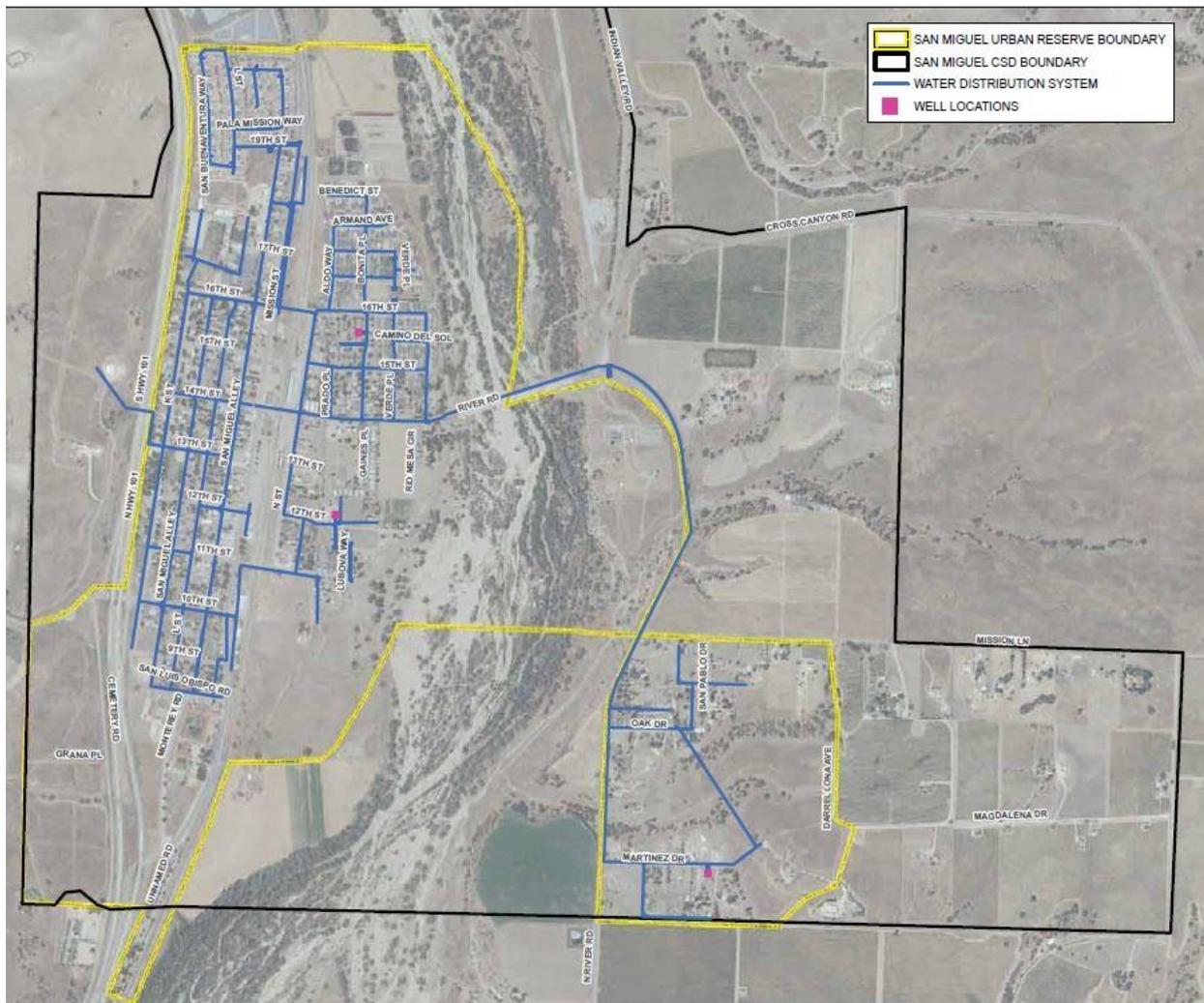


Figure 2.1: San Miguel CSD Service Area (source: San Miguel Community Plan)

2.3 Facility Descriptions and Operating Hours

We focused on the following facilities during the audit: New Firehouse and District Office, Old Firehouse, Wastewater Treatment Plant (WWTP), and freshwater well pump stations.

District Office and New Firehouse

The District Office and New Firehouse share the same building. The District Office is open Monday through Friday from 8:30 AM to 4:30 PM. The Fire Department operates on a volunteer basis, but is typically occupied from 7:00 AM to 4:30 PM when maintenance or training is being performed.



Figure 2.2: District Office (left) and New Firehouse (right) (source: google)

Table 2.1: San Miguel District Office and New Firehouse Hours of Operation

Facility	Facility Type	Operating Schedule	Annual Hours
District Main Office	Office	8 hrs/day 5 days/week 52 weeks/year	2,080 hours
Fire Station	Firehouse	9.5 hours/day 7 days/week 52 weeks/year	3,458 hours

Old Firehouse

The Old Firehouse is no longer in regular use, and is used primarily to store antique firefighting equipment such as the old '37 ladder bucket truck and the bucket brigade wagon shown in Figure 2.3 on the following page.



Figure 2.3: Old Firehouse (left), Bucket Brigade Wagon (right)

Wastewater Treatment Plant

The wastewater treatment plant operates continuously throughout the year. The two-vehicle maintenance garage and adjacent storage shed are occupied intermittently by site staff during their eight-hour work shifts.

2.4 System Descriptions

Wastewater System

Wastewater from residential and commercial customers is conveyed by gravity through the sewer lines to the headworks at the WWTP. The WWTP has a design capacity of 200,000 gallons per day (GPD), with an average daily flow of 112,000 GPD.

The lift station at the headworks pumps the influent to a series of four aeration ponds. The aeration ponds utilize floating aerators to provide oxygen, which promotes aerobic microbial digestion of organic solids. After the material flows through all four aeration ponds, the effluent is discharged to two percolation ponds, where it recharges the underlying aquifer. An aerial view of the WWTP is shown in Figure 2.4. Process steps for the Wastewater Treatment Plant are shown in Figure 2.5.



Figure 2.4: WWTP Aerial View

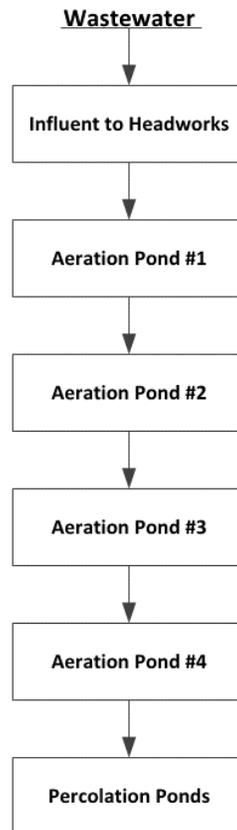


Figure 2.5: Wastewater Treatment Process Flow Diagram

Freshwater System

San Miguel's freshwater system draws from the Paso Robles Formation and consists of three well pump stations: Well Pump 3, Well Pump 4, and Well Pump 5 (also known as the Terrace well). The total water storage capacity is 700,000 gallons, which includes a 650,000-gallon tank and a 50,000-gallon tank. Water from the storage tanks is distributed by gravity. The current daily fresh water usage is between 100,000 and 120,000 gallons per day.

Well Pumps 3 and 4 are located west of the Salinas River and serve the central water distribution system. Water from both wells is pumped from a depth a 300 feet to maintain the water level in the 650,000 gallon storage tank located on the west side of town.

Well Pump 5 is located east of the Salinas River, and fills the 50,000 gallon storage tank that serves the San Lawrence Terrace neighborhood. Water from Well 5 is pumped from a depth of 400 feet and contains elevated levels of arsenic, which requires treatment. The existing capacity for arsenic treatment at Well 5 is not sufficient to treat the water when pumped at full speed. The well pump is equipped with a variable frequency drive (VFD) that functions as a soft start and allows the pump to operate at reduced flow. Due to the elevated arsenic levels, this well operates infrequently (less than 10 hours per month). San Miguel CSD is in the process of applying for a grant that would fund additional arsenic treatment capacity, allowing Well 5 to increase pump flows.



Figure 2.6: San Miguel CSD Freshwater Distribution System

2.5 Energy Using System

Lighting Systems

Interior Lighting

The District Office and New Firehouse building is the only facility with consistent interior light operation. Most of the building's original area lighting was recently retrofitted from 8-ft T12 fluorescent lamps with magnetic ballasts to 4-ft T8 fluorescent lamps with electronic ballasts. In addition, four 18-watt CFL downlights contribute to the general area lighting (two in the hallway and two in the front office). All of the interior lighting is manually controlled by wall switches. We measured light levels in the front office to assess daylighting potential, see Table 2.2 for details. Daylight alone was sufficient to illuminate the space at 1:30 PM.



Figure 2.7: Hallway CFLs



Figure 2.8: Typical T8 Fluorescent Office Fixtures

Table 2.2: Measured Light Levels in Front Office

Facility	Space	Measured Light Levels (fc)
District Office	Front Office (lights on)	50 – 55
	Front Office (lights off)	15 – 20

The engine bay is illuminated by 32 two-lamp T8 linear fluorescent fixtures, four of which remain on 24 hours per day, 7 days per week. The remaining fixtures in the engine bay area manually controlled by wall switches.



Figure 2.9: New Firehouse Engine Bay Fluorescent Fixtures

The Old Firehouse is illuminated by four 4-lamp linear T8 fluorescent fixtures. The well pump stations and WWTP maintenance garage and shed are also illuminated by linear T8 fluorescent fixtures. These buildings are occupied infrequently, and the lights are controlled manually by wall switches.

Exterior Lighting

Most of the buildings' exterior areas are illuminated with a combination of metal halide and high pressure sodium (HPS) wall-pack fixtures. The WWTP aeration ponds are illuminated by five HPS pole-mounted fixtures. The exterior fixtures are controlled either by photocells or clock timers to operate only at night.



Figure 2.10: Typical HPS Pole-Mounted Fixture at WWTP



Figure 2.11: Typical MH Wallpack at Well Pump Station

HVAC Systems

The District Office and New Firehouse building is the only conditioned facility operated by the San Miguel CSD. The building is conditioned by a Carrier 6-ton packaged air handler (Model CK3BXA060024) located in the attic. The air handler is equipped with direct expansion (DX) cooling coils and a gas furnace. The conference room and back office were built recently as an addition to the original building. Although the air handler was not sized to accommodate the additional loads from these two spaces, ducting was routed to provide conditioned air. As a result, the conference room and back office are often under-cooled or under-heated, as they are the furthest spaces from the air handler.



Figure 2.12: Carrier 6-ton Air Handler in Attic of District Office

Wastewater System

Wastewater is lifted from the headworks to aeration pond #1 by two submersible pumps. The wastewater subsequently flows by gravity through the remaining three aeration ponds before being discharged by gravity to the percolation ponds. The aeration ponds utilize mechanical surface aerators to provide oxygen, which promotes aerobic microbial digestion of organic material. The surface aerators consist of a single constant-speed motor and propeller mounted to a floatation device. Details of the WWTP equipment are listed in Table 2.3.

Table 2.3: WWTP Equipment

Device Name	Motor Manufacturer and Model No.	Qty	Pump Motor (hp)
Headworks Pumps	Reliance RT8G2704	2	7.5
Surface Aerator Pond #1	N/A	1	25
Surface Aerator Pond #2	N/A	1	25
Surface Aerator Pond #3	GE 5X6232XE1501A	1	7.5
Surface Aerator Pond #4	GE 5X6232XE1501A	1	7.5



Figure 2.13. Pond #1 Surface Aerator



Figure 2.14. Headworks Pumps

Freshwater System

Fresh water is extracted by three well pump stations: Well Pump 3, Well Pump 4, and Well Pump 5 (also known as the Terrace well). Well pump 5 is the only pump equipped with a VFD, which is used for soft-start and maintaining pumping rates suitable for the existing arsenic treatment system. Details of the freshwater system pumps are listed in Table 2.4.

Table 2.4: Freshwater Well Pumps

Pump Name	Manufacturer and Model No.	Pump Type	Qty	Rated Flow (GPM)	Pump Motor (hp)
Well Pump 3	FloWay LKM	Vertical Turbine	1	400	40
Well Pump 4	Goulds 8RJHC-3	Submersible	1	650	60
Well Pump 5	N/A	Submersible	1	300	40

3 Site Energy Use and Costs

San Miguel CSD procures all of its electricity from PG&E, and purchases natural gas from Southern California Gas.

3.1 Total Cost of Energy

The total annual cost of electricity for San Miguel CSD is approximately \$96,000. The District has 10 electricity meters serving the following systems: Buildings & Facilities, Wastewater, Fresh Water, and Landscaping & Streetlights. The annual cost of electricity for each system and site is summarized in Table 3.1.

Table 3.1: Electricity Consumption and Cost by System and Site

System	System Consumption (kWh)	Site Name	Site Consumption (kWh)	Site Electricity Cost (\$)	Tariff Structure	SAID
Buildings & Facilities	21,737	New Fire Station and District Office	21,695	\$ 43,331	HA1X	3675186997
		Old Fire Station	42	\$ 247	HA1X	3675186016
Wastewater System	440,342	WWTP	440,342	\$ 57,632	HE19S	3675186391
		Lift Station (not used)	0	\$ 120	HA1X	3675186306
Fresh Water System	152,501	Well #3	56,902	\$ 10,754	HA1X	3675186644
		Well #4	91,677	\$ 19,134	HA1X	3675186078
		SLT Well	1,816	\$ 591	HA1X	3675186489
		Reservoir	1,707	\$ 452	HA1X	3675186608
		Booster Station	399	\$ 193	HA1X	3675186325
Landscaping & Streetlights	14,455	Mission and 12 th	14,455	\$ 2,399	HA6	3675186477
Totals	629,035		629,035	\$ 95,734		

Buildings and Facilities

Table 3.2 summarizes the 2014 monthly electricity consumption and cost for the Buildings and Facilities. Figure 3.1 shows the monthly usage of the buildings operated and maintained by San Miguel CSD. Peak demand (kW) was not reported in the billing data.

Table 3.2: Monthly Peak Demand, Electricity Consumption, and Costs for Buildings & Facilities

Month	Peak Demand (kW)	Electricity Consumption (kWh)	Total Electricity Cost (\$)
Jan-14	-	1,607	\$ 271
Feb-14	-	1,712	\$ 289
Mar-14	-	1,662	\$ 280
Apr-14	-	1,550	\$ 265
May-14	-	1,774	\$ 379
Jun-14	-	1,892	\$ 453
Jul-14	-	2,683	\$ 631
Aug-14	-	2,431	\$ 580
Sep-14	-	2,072	\$ 494
Oct-14	-	1,601	\$ 394
Nov-14	-	1,425	\$ 305
Dec-14	-	1,328	\$ 240
Annual Totals	-	21,737	\$ 4,579
Average Cost of Electricity (\$/kWh)			\$0.2107

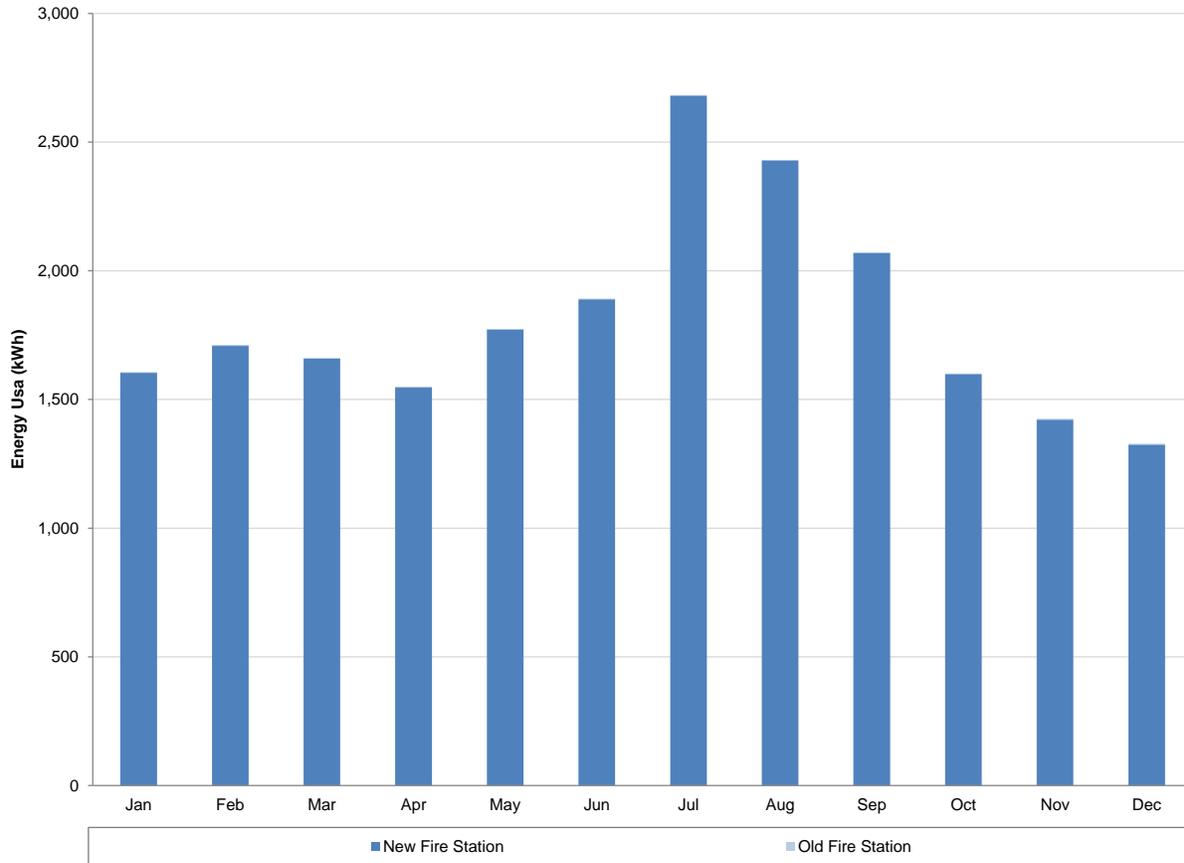


Figure 3.1. Monthly Electricity Consumption of Buildings & Facilities

The New Fire Station, which includes the District Office, constitutes over 99% of the overall Buildings & Facilities energy use. Electrical loads at the Old Fire Station consist of interior and exterior lighting, which are used infrequently, and consume less than 5 kWh per month.

Wastewater System

Table 3.3 summarizes the 2014 monthly peak demand, electricity consumption, and cost for the Wastewater System. The Wastewater System consists of the Wastewater Treatment Plant and the Lift Station. Although the Lift Station is no longer used (zero energy consumption), the electric meter is still active and was associated with \$120 in fees during 2014. The Wastewater Treatment Plant is the largest energy consuming system operated by the District.

Table 3.3: Monthly Peak Demand, Electricity Consumption, and Cost for Wastewater System

Month	Peak Demand (kW)	Electricity Consumption (kWh)	Total Electricity Cost (\$)
Jan-14	54	36,755	\$ 3,870
Feb-14	56	40,903	\$ 4,299
Mar-14	56	35,243	\$ 3,851
Apr-14	54	36,142	\$ 3,946
May-14	55	37,274	\$ 4,927
Jun-14	55	36,282	\$ 5,521
Jul-14	56	36,048	\$ 5,503
Aug-14	55	38,430	\$ 5,719
Sep-14	55	36,122	\$ 5,490
Oct-14	54	33,996	\$ 5,370
Nov-14	55	38,336	\$ 5,057
Dec-14	57	34,811	\$ 4,078
Annual Totals	57	440,342	\$ 57,632

Average Cost of Electricity (\$/kWh)	\$0.1309
---	-----------------

Fresh Water System

Table 3.4 summarizes the 2014 monthly peak demand, electricity consumption, and cost for the Fresh Water System, which consists of 3 well pumps, a booster station, and electrical loads at the reservoir (i.e., lighting, controls, and/or telemetry). Figure 3.2 shows the monthly electric usage patterns for each component of the Fresh Water System. Wells #3 and #4 constitute the vast majority of electrical loads in the Fresh Water System.

Table 3.4: Monthly Peak Demand, Electricity Consumption and Cost for Fresh Water System

Month	Peak Demand (kW)	Electricity Consumption (kWh)	Total Electricity Cost (\$)
Jan-14	-	9,960	\$ 1,579
Feb-14	-	10,707	\$ 1,692
Mar-14	-	8,869	\$ 1,421
Apr-14	-	10,264	\$ 1,646
May-14	-	14,189	\$ 2,889
Jun-14	-	15,997	\$ 3,657
Jul-14	-	15,758	\$ 3,620
Aug-14	-	16,965	\$ 3,909
Sep-14	-	15,543	\$ 3,581
Oct-14	-	13,888	\$ 3,257
Nov-14	-	11,738	\$ 2,407
Dec-14	-	8,623	\$ 1,466
Annual Totals	-	152,501	\$ 31,124
Average Cost of Electricity (\$/kWh)			\$0.2041

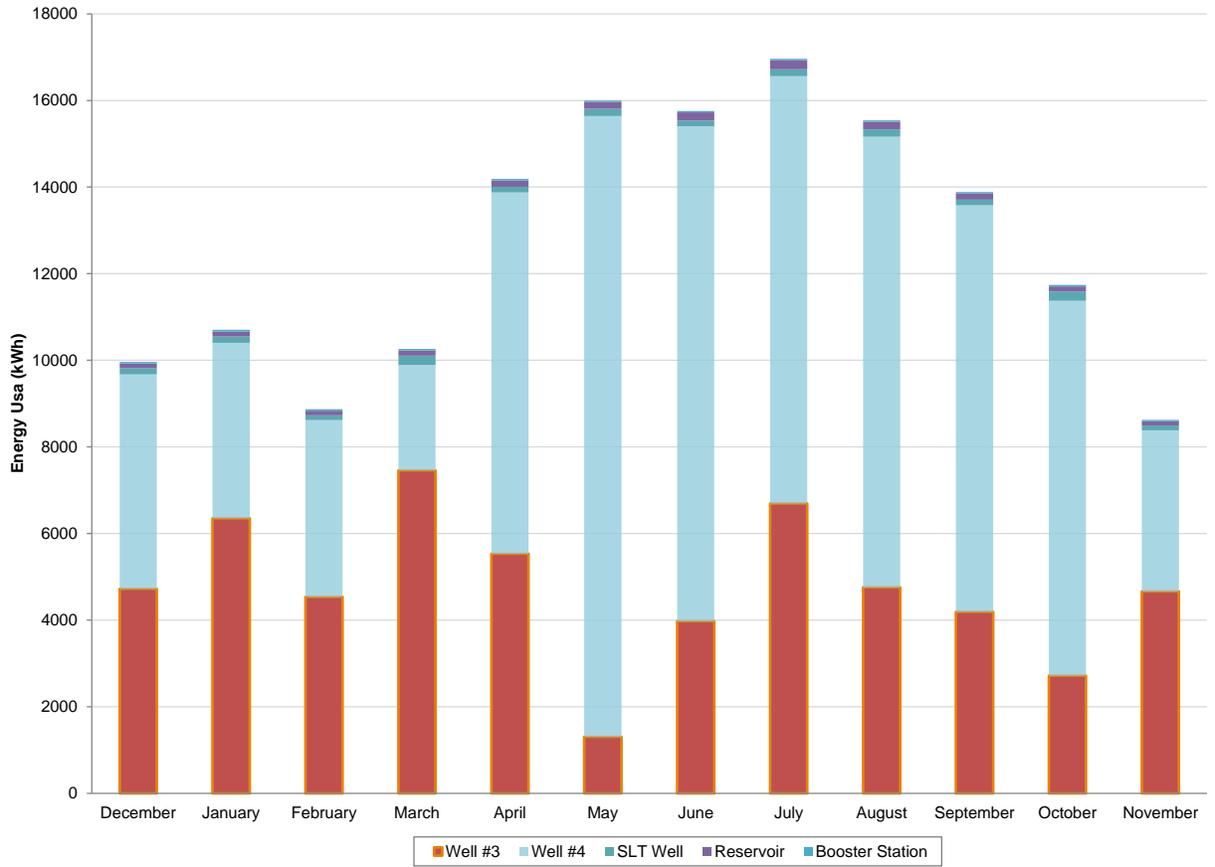


Figure 3.2. Monthly Electricity Consumption of Fresh Water System Components

3.2 Electric Energy Balance

An electric energy end-use breakdown was performed based on the District's 2014 PG&E Billing Data.

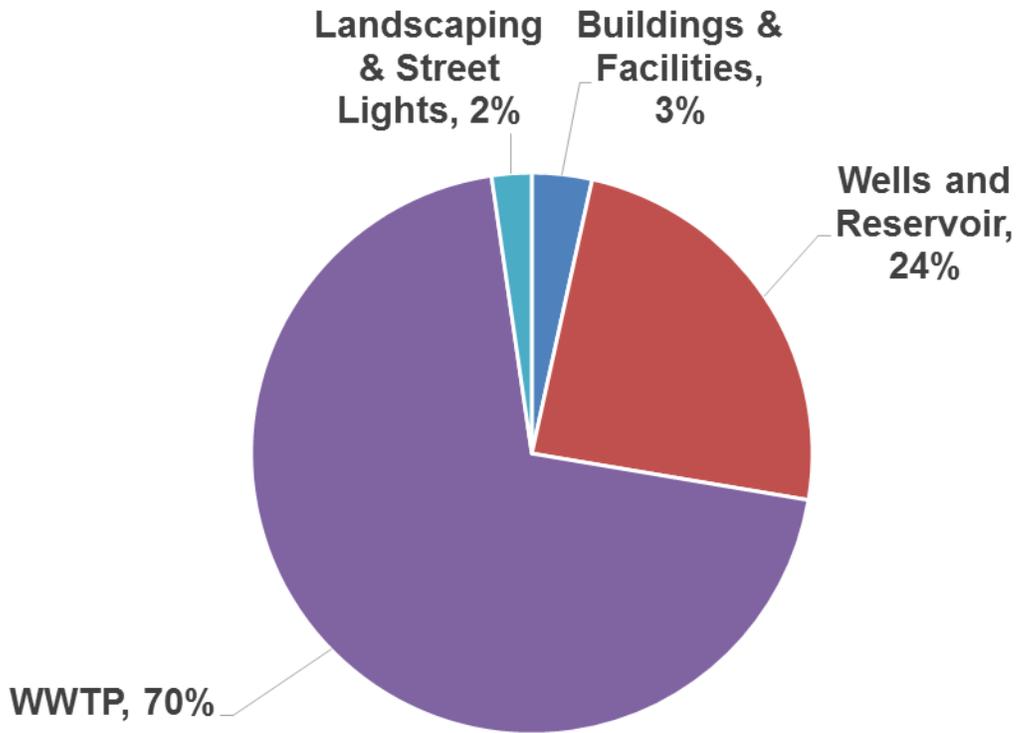


Figure 3.3. San Miguel CSD Electricity Energy Balance

4 Energy Project Opportunities

4.1 Energy Analysis Methodology

kW Engineering performed an energy survey on-site to collect nameplate and operational data for mechanical equipment, the lighting systems, and to identify potential energy-efficiency measures. During the site visit, engineers collected the following data:

- A partial inventory of lighting fixtures and controls
- Mechanical system nameplate specifications and control means
- Operation documents and mechanical drawings
- Observations and photographs of conditions and controls.

Level of Analysis

The goal of this audit report is to provide an Energy Action Plan, which identifies potential energy projects, and guides the prioritization, grouping, and sequence of implementation of those projects. For this audit report, most measures have received only a preliminary analysis of feasibility, and expected ranges of savings and costs. This level of analysis is considered sufficient to make “Go/No-Go” decisions and to prioritize energy projects.

Further analysis or investigation may be required to calculate more accurate savings to support many PG&E incentive applications. Various PG&E programs can provide further assistance where appropriate. Your PG&E Account Manager can help you apply for additional support. You will also need to obtain actual project cost estimates from vendors or contractors who supply equipment and install recommended measures.

For most measures, this audit report provides rough ranges from “Low” to “High” of annual cost savings, rough project costs, potential incentives, and simple payback after incentives. These ranges are rough estimates based on simple analysis, similar projects, and the judgment of the auditing engineer. The auditing engineer will assign each estimate with a confidence rating corresponding to an expected accuracy range as follows:

Confidence Rating	Expected Accuracy Range
Low	± 50%
Medium	± 25%
High	± 10%

Measure Order

There are interactive effects among several of the measures modeled in the analysis that may overstate or understate the savings for any individual measure. The sequence of measure implementation was that recommended by the California Energy Commission’s *Guide to Preparing Feasibility Studies for Energy Efficiency Projects*, which recommends analyzing measures that affect load first, and then working “upward” from load to plant. When reviewing the results of this report, please note that the best estimate of actual savings will be for the

entire package of measures recommended. The savings of individual measures may be more or less than shown if not all of the other measures are implemented.

4.2 No-Cost Measures (NCM)

No-cost measures are energy conservation, energy efficiency, or time-of-use management projects that have no associated cost (not including internal labor). These measures reduce energy usage and costs with no capital investment, except for the time and effort of the on-site maintenance personnel.

We did not identify any no-cost measures for San Miguel CSD.

4.3 Low-Cost Measures (LCM)

Low-cost measures are energy conservation, energy efficiency, or time-of-use management projects with a capital cost of less than \$10,000. These measures significantly reduce energy consumption and costs while requiring relatively little capital investment. Below is the list of low cost measures (LCMs) identified for San Miguel CSD:

- LCM-1: Replace Interior Halogen, Incandescent, and CFL Downlights with LEDs
- LCM-2: Upgrade Exterior Metal Halide, CFL, and Halogen Fixtures with LEDs with Bi-Level Controls
- LCM-3: Install Premium Efficiency Motors as Motors Need Replacement

LCM-1: Replace Interior Halogen, Incandescent, and CFL Downlights with LEDs

Annual Cost Savings (\$/yr)	Rough Installed Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$20	\$44	\$0	2.2

Observations

San Miguel's District Office is illuminated by a combination of linear fluorescent lamps and CFL downlights. There are four downlight fixtures. All of the fixtures are manually controlled with wall switches.



Figure 4.1. Sanitation District Office Recessed Downlights

Recommendations

We recommend replacing the existing interior downlights with LED equivalent lamps. LED spot lamps offer a variety of compelling reasons for installation:

1. LED spot lamps typically consume 40% less power than their CFL equivalents to produce the same light output.
2. Due to the reduced power consumption, the heat output is also reduced by 40%.
3. LED lamps have longer life span compared to halogen lamps. A typical halogen lamp lasts 6,000 – 10,000 hours, whereas LED lamp equivalents last 25,000 - 50,000 hours.

Implementation Notes

We recommend conducting a feasibility study before replacing all the downlights in the District Office.

- Glare Abatement: LED fixtures can have significant glare issues depending on the viewing angle between the observer and the fixture. Care needs to be taken to prevent installing a fixture with excessive glare. We recommend a sample fixture installation to identify and address this potential issue prior to completing the retrofit.
- Quality Fixture Selection: We recommend selecting LED fixtures that are listed on the Qualified Product List (QPL) of the DesignLights Consortium (DLC), which collects test data for various fixtures to ensure high-quality fixtures are selected for LED incentive programs. In addition, the fixtures would preferably be from a reliable, well-known manufacturer to ensure that warranty issues will be promptly addressed in the future.

Costs and Assumptions

Energy savings were calculated using the lighting inventory estimated during the site visit and standard wattage based on fixture type. We estimated the lighting operating hours based on the building operating hours.

We estimated the cost for the 11-watt LED lamps using cost estimates from online lighting distributors. We assumed installation can be performed in-house by maintenance staff; therefore, no labor cost is included.

Screw-in LED lamps are not eligible incentives or rebates through PG&E.

LCM-2: Upgrade Exterior Metal Halide, CFL, and Halogen Fixtures with LEDs with Bi-Level Controls

Annual Cost Savings (\$/yr)	Rough Installed Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$1,300	\$7,500	\$830	5.1

Observations

Exterior lights at San Miguel CSD's Old Firehouse, Well pump #4, and WWTP consist of metal halide (MH) wall pack fixtures and high pressure sodium (HPS) pole-mounted fixtures. All of these high-intensity discharge (HID) exterior fixtures are controlled with either photocells or timers to operate only at night.



Figure 4.2. WWTP HPS (left), WWTP MH wall pack (center), Well pump 4 MH wall packs (right)

Recommendations

We recommend replacing the existing exterior HID fixtures with LED fixtures. LED fixtures provide more efficient distribution of light than HID fixtures. While LED and HID fixtures provide similar lumens light output per watt of power used, LED fixtures have a photometric efficiency of 100%, whereas only a fraction of the input power for a HID fixture is converted to light. Therefore, LED fixtures provide significantly higher lumens per watt compared to the total luminaire efficacy of an equivalent HID fixture.

We recommend installing wall pack LED fixtures with integrated photocells and occupancy sensors, since these two modes of control are required for exterior fixtures mounted <24 feet high, per 2013 Title 24. Title 24 code will be triggered when replacing more than 50% of exterior fixtures.

Although adding bi-level occupancy sensors to the pole-mounted fixtures would reduce the fixture light output when parts of the outdoor areas are unoccupied and provide additional energy savings, we do not recommend bi-level occupancy sensors because the existing pole height (>24 ft) at the WWTP would require microwave sensor technology to detect motion, which is not cost effective at this time.

Implementation Notes

Implementing this measure will trigger 2013 Title 24, where a permit would be required for construction. The outdoor lighting must be controlled by photocells or astronomical time-switch, and must be separately circuited from exterior electrical loads.

There are a few key implementation criteria necessary for a successful retrofit.

- **Good Lighting Design:** LED fixtures provide better light distribution uniformity (higher minimum light levels and lower maximum light levels). Leveraging the light distribution efficiency is only possible when a lighting model is made of the application area. It is important to consider multiple vendors in order to get the best lighting installation. A third party lighting designer or a lighting representative of multiple outdoor fixture manufacturers will provide the best results. Many contractors and vendors will do this as part of their scope; however, they are often interested in selling either specific products. Good design practices require:
 - **Reasonable Illuminance (foot-candle) Targets:** Providing excessive light levels in parking lots can result in wasted energy use. Recommended minimum light levels from IESNA list 0.2 horizontal fc at grade for most parking lot applications. For high-security parking or areas where increased security is a concern, the IESNA recommends a minimum of 0.5 horizontal fc at grade.¹
 - **Reasonable Light Loss Factors:** The lighting designer should use IES guidelines and industry best practices for assigning light loss factors. At minimum, this should include a reasonable luminaire lumen depreciation factor (LLD) and luminaire dirt depreciation (LDD). For LEDs, the IESNA recommend a LLD of 0.7. For 8 year maintenance cycles in areas with moderate to heavy traffic and no significant sources of smoke or particulate generation, the IESNA recommend using a 0.8 LDD factor.² Combined, this means San Miguel CSD should de-rate any new LED product light-output by 44% to ensure the persistence of good light levels.

To decrease the derating factor, San Miguel CSD would need to plan on more frequent cleaning maintenance or plan on replacing the LED fixtures earlier. Excluding these aggressive de-rating factors will result in lower light levels at the end of product life and under-performance of the new lighting system.
- **Glare Abatement:** LED fixtures can have significant glare issues depending on the viewing angle between the observer and the fixture. Care needs to be taken to prevent installing a fixture with excessive glare. We recommend a sample fixture installation to identify and address this potential issue prior to completing the retrofit.
- **Note that LED fixtures must be listed on the California Statewide Lighting Program Qualified LED Products List (<http://www.lightingfacts.com/ca>) in order to qualify for utility incentives.**
- **Quality Fixture Selection:** We recommend selecting LED fixtures that are listed on the Qualified Product List (QPL) of the DesignLights Consortium (DLC), which collects test data for various fixtures to ensure high-quality fixtures are selected for LED incentive programs. In addition, the fixtures would preferably be from a reliable, well-known manufacturer to ensure that warranty issues will be promptly addressed in the future.

¹ IESNA RP-20-98 “Recommended Practices for Lighting for Parking Facilities” page 3

² IESNA DG-4-03 “Design Guide for Roadway Lighting Maintenance”, page 3

Costs and Assumptions

Energy savings were calculated using the lighting inventory estimated during the site visit and standard wattage based on fixture type. We assumed that the proposed pole-mounted LED fixtures would draw approximately 40% of the existing HID lamp wattage. For fixtures under bi-level control, we assumed an input power reduction of 40% for 45% of their annual hours, and at full output for the remaining hours.

We estimated the fixture cost based on vendor quote, and installation cost based on 2014 RS Means Electrical Cost Data for San Louis Obispo area.

We estimated the potential incentive based on the PG&E Lighting Rebate Catalog, which gives a \$60/fixture rebate for LEDs between 70 and 110 watts (Rebate Code LT012), and \$70/fixtures for LEDs between 110 and 150 watts (Rebate Code LT013).

LCM-3: Install Premium Efficiency Motors as Motors Need Replacement

Annual Cost Savings (\$/yr)	Rough Incremental Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$900	\$4,400	\$0	4.9

Observations & Analysis Scope

In general, efficiency gain between standard and premium efficiency motor is 2-3%. DOE studies have shown that retrofitting equipment that operates for less than 1,000 hours with premium efficiency motors typically do not pay back within the equipment or motor's life time, due to the small incremental efficiency improvement. Therefore, we focused on analyzing San Miguel CSD's equipment that operates more than 1,000 hours annually, which includes the WWTP surface aerators, headworks pumps and freshwater well pumps. Table 4.1 shows the standard and premium motor efficiencies of the existing equipment.

Table 4.1: San Miguel CSD Equipment Motor Efficiencies

System	Site Name	Motor Type	Motor Size (hp)	Motor Qty	Standard Motor Efficiency	Premium Motor Efficiency
WWTP	Headworks Pumps	Submersible	7.5	1	89.5%	91.7%
	Aerator Pond #1	General Purpose	25	1	92.4%	93.6%
	Aerator Pond #2	General Purpose	25	1	92.4%	93.6%
	Aerator Pond #3	General Purpose	7.5	1	89.5%	91.7%
	Aerator Pond #4	General Purpose	7.5	1	89.5%	91.7%
Well Pumps	Well #3	General Purpose	40	1	93.0%	94.1%
	Well #4	Submersible	60	1	93.6%	95.0%
	Well #5	General Purpose	40	1	93.0%	94.1%

Please note:

- Submersible pump motors are customized by the pump manufacturer, and their standard efficiencies do not follow those defined by the Energy Policy Act (2007 EAct). We used baseline efficiencies from the pump manufacturer specifications.

Recommendation

We recommend replacing the existing motors with premium efficiency motors for the WWTP surface aerators, headworks pumps and freshwater well pumps listed in Table 4.1 above, as the equipment or motor needs replacement. Premium efficiency motors reduce the amount of energy that is converted to heat through the use of steel with better magnetic qualities, larger diameter winding wires, and better bearings. With less heat generation, less of the motor's output is required to cool the windings with an internal fan, further improving its energy efficiency.

Costs and Assumptions

We calculated the baseline energy usage based on motor size, quantity, an assumed load factor, motor efficiency, and operating hours as provided by SMCSO, or determined from lift

station and well pump analysis. The baseline motor efficiency of each motor is based on its motor nameplate or manufacturer's specifications. The proposed energy usage is calculated in a similar manner. For general purpose motors, we assumed NEMA premium efficiency. For submersible motors, we assumed a 5% efficiency gain between standard and premium efficiency motors, based on conversation with a submersible pump manufacturer.

We estimated the incremental costs to retrofit the existing equipment with premium efficiency motors based on manufacturer's cost data.

Since the proposed motor efficiency do not exceed 2007 EPAAct requirements (NEMA MG-1 Table 12-12), this measure is not eligible for incentives.

4.4 Capital-Intensive Measures (CIM)

Capital-intensive measures are energy conservation, energy efficiency, or time-of-use management projects with a capital cost of greater than \$10,000. These measures significantly reduce energy consumption and costs, but also require significant capital investment. Below is the list of capital intensive measures (CIMs) identified for San Miguel CSD:

- CIM-3: Retrofit Surface Aerators with VFDs and Use Existing DO Sensors to Automatically Modulate Aeration of Treatment Ponds
- CIM-4: Install Higher Efficiency Aerators

CIM-4: Retrofit Surface Aerators with VFDs and Use Existing DO Sensors to Automatically Modulate Aeration of Treatment Ponds

Annual Cost Savings (\$/yr)	Rough Installed Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$4,500	\$27,000	\$2,400	5.5

Observations

Aeration of the wastewater ponds is provided by four mechanical surface aerators. The purpose of aeration is to enable biological degradation of organic solids in the wastewater. Each of the four ponds has a single floating turbine aerator. Aerators in Ponds #1 and 2 operate continuously to dissolve as much oxygen into the wastewater as possible. Aerators in Ponds #3 and 4 are controlled by a timer to operate 12 hours per day at night.



Figure 4.3. Surface Mechanical Turbine Aerator in Pond 1

Recommendations

We recommend installing DO sensors and variable frequency drives (VFDs) on the aerators in ponds #3 and 4 and controlling their speeds based on the DO levels. The VFD would modulate the aerator motor speed based on aeration demand. Energy savings can be achieved by operating aerators at a lower speed.

Costs and Assumptions

We calculated the energy savings for this measure as the difference between the energy consumed by the existing mechanical aerators and the proposed mechanical aerators with VFD control. Since historic biological oxygen demand

Variable Frequency Drives (VFDs) on Aerators Motors:

Variable flow systems have become more common with the advent of using variable frequency drives (VFD) to control the speed of pumps, mixers, surface aerators, blowers and compressors.

Pumps and aeration equipment are the largest users of electricity in wastewater treatment systems. For a system that operates with variable aeration demand, controlling the aeration motor speed with VFDs can reduce its energy use at part-load operation.

Aerators operate essentially similar to a pump or fan. Pump affinity laws state that pump power decreases exponentially by a power of three as the speed decreases. Slowing an aerator by even 10% reduces its power demand by about one-quarter.

Non-energy related benefits include reduced vibration and noise, and prolonged equipment life.

(BOD) and DO data was not available, we assumed the existing effluent from pond #4 is 4 mg/L. The District's permit allows effluent concentrations between 1 and 4 mg/L. Therefore, we assumed a proposed DO target of 2 mg/L, which we assumed could be achieved by operating the aerators in ponds #3 and 4 at 50% speed for the same duration.

Implementing this measure would involve installing two VFDs, adding controllers to connect the VFDs to the new DO sensors, and adding an outdoor electrical panel. The VFD would modulate the aerator motor speed based on the DO demand. We estimated the cost of this measure with a vendor quote.

This measure is classified as retrofit add-on (REA) measure. The baseline for this measure is mechanical surface aerators without DO control. The existing surface aerators are believed to be beyond their effective useful life (EUL). However, if the customer can produce maintenance records showing that the aerators are regularly maintained and are in good operating condition, then these documents can be used to justify that the aerators have remaining useful life (RUL) and may be eligible for customized retrofit incentives from PG&E.

We estimated the potential incentive at \$0.08 per kWh and \$150 per peak kW for Basic Non-Lighting measures. Please see the following link for information on applying for customized (calculated) incentives:

www.pge.com/mybusiness/energysavingsrebates/rebatesincentives/ief/

CIM-5: Install Higher Efficiency Aerators

Annual Cost Savings (\$/yr)	Rough Incremental Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$36,700	\$128,000	\$0	3.5

Observations

The WWTP has uses aerobic ponds for microbial treatment of wastewater. Raw sewage is pumped into the first pond (#1) and the sewage flows by gravity through ponds #2, 3, and 4 before discharging to percolation ponds. Each pond is aerated by a single mechanical surface aerator. Ponds #1 and 2 each has a 25-hp aerator, while ponds #3 and 4 each have a 7.5-hp aerator. The surface aerators in Ponds #1 and 2 are shown in Figure 4.4, below.



Figure 4.4: Pond #1 Aerator (foreground), and Pond #2 Aerator (background)

The aerators in ponds #1 and 2 are controlled on/off to maintain a dissolved oxygen (DO) level of 1 - 4 mg/L. According to the plant operator, the first two ponds almost never exceed setpoint (4 mg/L) so these aerators operate 24 hours per day, 365 days per year. The aerators are controlled by timeclocks to operate from daily 7 p.m. to 7 a.m.

According to the District, the WWTP struggles to fully treat wastewater during high influent flows. The District is studying process changes to meet future operating

Fine Pore Bubble Diffusers³:

Advantages

- Exhibit high oxygen transfer efficiencies (OTEs).
- Exhibit high aeration efficiencies (mass of oxygen transferred per unit power per unit time).
- Can satisfy high oxygen demands.
- Are easily adaptable to existing basins for plant upgrades.

Disadvantages

- Fine pore diffusers are susceptible to chemical or biological fouling, which may impair transfer efficiency and generate high head loss. As a result they require routine cleaning.
- Fine pore diffusers may be susceptible to chemical attack. Therefore, care must be exercised in the proper selection of materials for a given wastewater.
- Because of high efficiencies of the fine pore diffusers at low aeration rates, airflow distribution is critical to their performance and selection of proper airflow control orifices is important.
- Because of high efficiencies of the fine pore diffusers required airflow in an aeration basin (normally at the effluent end) may be dictated by mixing – not oxygen transfer.
- Aeration basin design must incorporate a means to easily dewater the tank (pond) for cleaning. In small systems where no redundancy of aeration tanks exists, and in-situ, nonprocess-interruptive method of cleaning must be considered.

³ EPA 1999, *Wastewater technology fact sheet, fine bubble aeration*. EPA 832-F-99-065. Washington, D.C.: United States Environmental Protection Agency

conditions including increased influent BOD and flow from residential growth. One of the secondary treatment technologies being considered is suspended-growth activated sludge process using submerged aeration.

Note that CIM-4 recommends controlling the existing surface aerators in ponds #3 and 4 based on measured DO level. These two measures are mutually exclusive and this measure cannot be implemented in conjunction with CIM-4.

Recommendations

We recommend replacing the mechanical surface aerators with a submerged aeration system using fine pore bubble diffusers. Fine pore bubble diffusers generate small air bubbles (< 5 mm), which increases the interfacial area between water and the oxygen molecules in air. The increase in interfacial area of smaller bubbles compared using the mechanical aerators to break-up the pond surface to aerate results in significantly higher oxygen transfer rates. Increasing the oxygen transfer rate reduces the amount influent that can be treated while reducing the amount of motor power required to aerate.

Costs and Assumptions

We calculated the energy savings for this measure based on the difference between the amount of energy usage of the four surface aerators and the proposed blower used to supply air to the fine pore bubble diffusers. We estimated the current energy usage of the aerators based on motor nameplate data, operating hours and estimated motor load factor.

We assumed oxygen transfer efficiency (OTE) of 15% for fine pore bubble diffusers based on the data in Metcalf & Eddy, *Wastewater Engineering, treatment and reuse*⁴. We estimated blower efficiency and motor efficiency based on manufacturer's data.

In aeration basins sufficient mixing is required both to disperse DO throughout the basin and to provide uniform solids concentration throughout the liquid⁵. For fine bubble aeration devices, mixing energy often dictates aeration energy requirement rather than oxygen demand. A rule-of-thumb for the mixing requirements are based on airflow per unit volume, such as 10 to 15 cfm/1000 ft³. Our analysis is based on maintaining a minimum mixing requirement to prevent solids deposition.

We estimated the cost of this measure based on the EPA's Design Manual for Fine Pore Aeration Systems (EPA/625/1-89/023), which lists the costs for a fine pore bubble diffuser aeration system, adjusted for WWTP design capacity (MGD) and inflation. Adders for contingency and design and engineering costs have been included too.

This measure is classified as a normal replacement (NR) measure since the existing surface aerators are believed to be beyond their effective useful life (EUL). The baseline aeration technology for pond aerobic treatment systems of this size (0.20 MGD) is taken to be

⁴ Metcalf & Eddy. *Wastewater engineering, treatment and reuse*, 4th Ed. 2003. Chapter 5, Physical unit operations. New York: McGraw-Hill

⁵ Mueller, James A., W. C. Boyle, and H. J. Pöpel. 2002. *Aeration: principles and practice*, Chapter 3.4.4 Mixing characteristics. New York: CRC Press

mechanical surface aerators. However, since the District is planning on expanding the capacity of the WWTP to handle future growth, we have taken the baseline aeration technology for small size (>0.40 MGD) aerobic treatment systems to be coarse bubble diffused aeration. Therefore, the incentive energy savings will be the difference in energy consumption between a coarse bubble aeration and fine pore bubble aeration systems.

We estimated the potential incentive at \$0.08 per kWh and \$150 per peak kW for Basic Non-Lighting measures. Please see the following link for information on applying for customized (calculated) incentives:

www.pge.com/mybusiness/energysavingsrebates/rebatesincentives/ief/

4.5 Not Recommended Measures (NRM)

Not recommended measures are energy conservation, energy efficiency, or time-of-use management projects have simple paybacks greater than 10 years. These measures have significant capital investments that result in lengthy payback periods. Below is the list of not recommended measures (NRMs) identified for San Miguel CSD:

NRM-6: Install High Efficiency Pumps at Headworks

Annual Cost Savings (\$/yr)	Rough Installed Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$100	\$12,000	\$100	118.6

Observations

The existing two lift pumps at the WWTP headworks operate at approximately 51% efficiency, based on the operating point we identified on the manufacturer's pump curve. Only one of the pumps operates at any given time.

Analysis

Premium efficiency pumps would reduce losses at the headworks lift station, requiring less energy to pump the same amount of influent to the aeration ponds. We analyzed the effect of installing premium efficiency pumps at the headworks by assuming a premium efficiency pump would operate at 60% efficiency, compared to existing 51% efficiency. We estimate that replacing the two existing lift pumps with high efficiency pumps would result in cost savings of approximately \$100 annually.

Costs and Assumptions

We used the manufacturer's pump curve to estimate the existing pump efficiency based on well and pump parameters obtained from drawings (well diameter), the pump controller (pump on/off setpoints, flow rate) and operation logs (operating hours). We assumed an EPA minimum motor efficiency of 90%. We assumed a best possible pump efficiency of 60% based on industry experience.

We obtained a vendor quote for two premium efficiency pumps sized for the headworks, which totals approximately \$12,000. The high capital cost of premium efficiency pumps results in a payback greater than 10 years. Therefore, we do not recommend implementing this measure for energy savings alone, but we do recommend installing premium efficiency pumps when the existing pumps need replacement.

We estimated the potential incentive at \$0.08 per kWh and \$150 per peak kW for Basic Non-Lighting measures. Please see the following link for information on applying for customized (calculated) incentives:

<http://www.pge.com/en/mybusiness/save/rebates/ief/index.page>

NRM-7: Install Photocells to Reduce Lighting Levels in Areas with Sufficient Daylighting

Annual Cost Savings (\$/yr)	Rough Installed Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$50	\$500	\$0	11.4

Observations

The District Office front office area is illuminated by four 4-ft T8 fluorescent light fixtures. The office also has large west-facing windows, which provide a significant amount of light during daytime. However, the light fixtures continue to operate even if there is sufficient natural light. We measured 55 footcandles of light on the office desks with the window blinds open and the lights on. We measured 20 footcandles of light on the office desks with the window blinds open and the light off.

Daylighting:

Daylighting is the practice of using only daylight to meet the lighting requirements in a localized space. Daylighting can be accomplished with switching or dimming. Switched daylighting controls will turn off lamps within a fixture. Dimmed daylighting controls will uniformly reduce the lighting in all of the lamps of a fixture. Switched controls are generally the most cost effective daylighting option; while dimming controls offer a seamless transition from artificial lighting.

Analysis

We analyzed the savings associated with dimming the fluorescent light fixtures using a photocell to reduce light output when daylighting levels are sufficient. The setpoint should be adjusted to maintain at least 30 footcandles (fc) at desk level. The sensors should be programmed with a large enough deadband (at least 40%) to ensure that there will not be excessive switching of the lights on days with varying ambient light. To achieve control of lighting fixtures, a certified electrician may have to re-wire lighting circuitry so that appropriate lighting fixtures will be controlled by the sensors.

Energy savings resulting from this measure would be small and the payback would be too long to justify (>11 years), so we do not recommend this measure for energy savings alone.

Costs and Assumptions

We estimated the cost of material and installation based on cost estimates from other similar projects. We also included contingency, design and commissioning costs. This measure is not eligible for incentives.

NRM-8: Install High Efficiency Pumps at Well Pumps #3 and #4

Annual Cost Savings (\$/yr)	Rough Installed Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$0	\$24,500	\$0	N/A

Observations

The existing well pumps at wells #3 and #4 operate at approximately 79% and 78% efficiency, respectively, based on the operating point we identified on the manufacturer's pump curve.

Analysis

We analyzed the effect of replacing these well pumps using a pump selection software using the flows and head we observed during the site visit. The pump selection software estimated pumping efficiencies of 74% and 77% at wells #3 and #4, respectively. Therefore, replacing these well pumps would not result in energy savings.

Costs and Assumptions

We obtained a vendor quote for two premium efficiency pumps sized for the well pumps #3 and #4. The estimated cost to install each pumps is \$12,300. We do not recommend implementing this measure because based on our analysis, replacing these pumps would not generate energy savings.

NRM-9: Install VFDs at Well Pumps #3 and #4

Annual Cost Savings (\$/yr)	Rough Installed Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$230	\$43,800	\$0	109

Observations

Well pumps #3 and 4 operate at constant speed to maintain the freshwater storage tank. The pumps turn on when the water tank level falls below 11 feet, and shut off when the tank level exceeds 14 feet.

Analysis

We analyzed the effect of retrofitting the pump motors at wells #3 and 4 with VFDs. Installing VFDs on the pumps motors at well pumps #3 and 4 would allow the pumps to operate at reduced speeds and maintain a constant tank level of 11 feet. This operation would reduce the operating head pressure by 3 feet of water column, which results in less pumping power.

Costs and Assumptions

This measure would involve replacing the existing pump motors with premium efficiency inverter-duty motors equipped with VFDs. The high capital cost of premium efficiency motors and VFDs (approximately \$43,800) results in a payback greater than 10 years. Therefore, we do not recommend implementing this measure for energy savings alone, but we do recommend installing premium efficiency motors and VFDs when the existing pump motors need replacement.

4.6 Load Management Measures (LMM)

Electricity prices fluctuate throughout the day as the grid-wide demand for energy changes. Between the late morning to late afternoon, electricity demand increases and utilities purchase electricity from steadily more expensive producers as they exhaust lower-cost alternatives. Utilities, in turn, pass these costs back to their customers in the form of Time-of-Use (TOU) electricity rates.

Load management is the practice of implementing or scheduling activities to reduce energy consumption in the hours of higher electricity pricing. Load management measures identify opportunities for customers to schedule, shift, or otherwise reduce energy consumption during those periods.

As shown in Table 4.2, San Miguel CSD has electric meters on Time-of-Use tariffs with the following time periods:

Table 4.2: Time of Use Time Periods

Summer	May 1 st through October 31 st	
Peak	12:00 PM to 6:00 PM	Monday through Friday (except holidays)
Partial-Peak	8:30 AM to 12:00 Noon and 6:00 PM to 9:30 PM	Monday through Friday (except holidays)
Off-Peak	9:30 PM to 8:30 AM All Day	Monday through Friday, Saturday, Sunday, and Holidays
Winter	November 1 st through April 30 th	
Partial-Peak	8:30 AM to 9:30 PM	Monday through Friday (except holidays)
Off-Peak	9:30 PM to 8:30 AM All Day	Monday through Friday (except holidays) Saturday, Sunday, and Holidays

LMM-1: Shift Water Pumping Out of the Peak Period

Average Load Shift by Period			Annual Savings			Costs and Payback	
Summer Peak (kW)	Summer Part-Peak (kW)	Winter Part-Peak (kW)	Demand Cost Savings (\$/yr)	Energy Cost Savings (\$/yr)	Total Cost Savings (\$/yr)	Measure Cost (\$)	Simple Payback (years)
19.8	0.0	0.0	\$0	\$537	\$537	\$42,000	78

Observations

The vast majority of San Miguel’s water is supplied by Wells #3 & 4. Each of these wells is served electricity through PG&E’s HA-1X electric rate, which is a time-of-use (TOU) rate for small general service customers. The HA-1X rate varies the cost of electricity (\$/kWh) by time period, but does not have monthly demand charges (\$/kW). Current HA-1X rates are shown in Table 4.3, below.

Table 4.3: HA-1X Rate Periods and Energy Charges

Summer	May 1 st through October 31 st		Energy Charges
Peak	12:00 PM to 6:00 PM	Weekdays (except holidays)	\$0.26241/kWh
Partial-Peak	8:30 AM to 12:00 PM	Weekdays (except holidays)	\$0.25308/kWh
	6:00 PM to 9:30 PM		
Off-Peak	9:30 PM to 8:30 AM	Weekdays (except holidays)	\$0.22468/kWh
	All Day	Weekends and Holidays	
Winter	November 1 st through April 30 th		Energy Charges
Partial-Peak	8:30 AM to 9:30 PM	Weekdays (except holidays)	\$0.17479/kWh
Off-Peak	9:30 PM to 8:30 AM	Weekdays (except holidays)	\$0.15497/kWh
	All Day	Weekends and Holidays	



Figure 4.5. Well #3 Pump Controller (left) and Well #4 Pump Controller (right)

Currently, each well is locally controlled to start and stop based on the water level of elevated storage tanks connected to the water distribution system. The local pump controllers for Wells

#3 & 4 are shown in Figure 4.5, on the previous page. The storage tanks have a total of 650,000 gallons of capacity and it is estimated that 75% of the capacity is reserved for fire prevention.

Recommendations

Installing a supervisory control and data acquisition (SCADA) system would allow the well pumps to operate on a scheduled that prevents the pumps from operating during the Peak period. The SCADA should be programmed to fill the water storage tanks during the Off-Peak when energy costs are lower. The SCADA should also be programmed to only run the well pumps if the minimum water level needed for fire protection is reached. Otherwise, the well pumps won't run and the water stored in the tanks will provide the water for San Miguel CSD.

Due to high capital costs associated with installing the SCADA system, we do not recommend implementing this measure for energy savings alone.

Costs and Assumptions

We were unable to get interval data for the two electric meters, which would have shown typical daily pumping patterns for each well. Instead, we have analyzed monthly electric usage data for each summer month (May – October) to estimate the average monthly volume of water pumped by each well. A residential diurnal water usage pattern was used to estimate the volume of water used in San Miguel during a typical summer Peak period (see Figure 4.6). This volume was compared to the available usable capacity in the storage tanks to estimate the average pumped water load that could be shifted out of the Peak period and into the Off-Peak period.

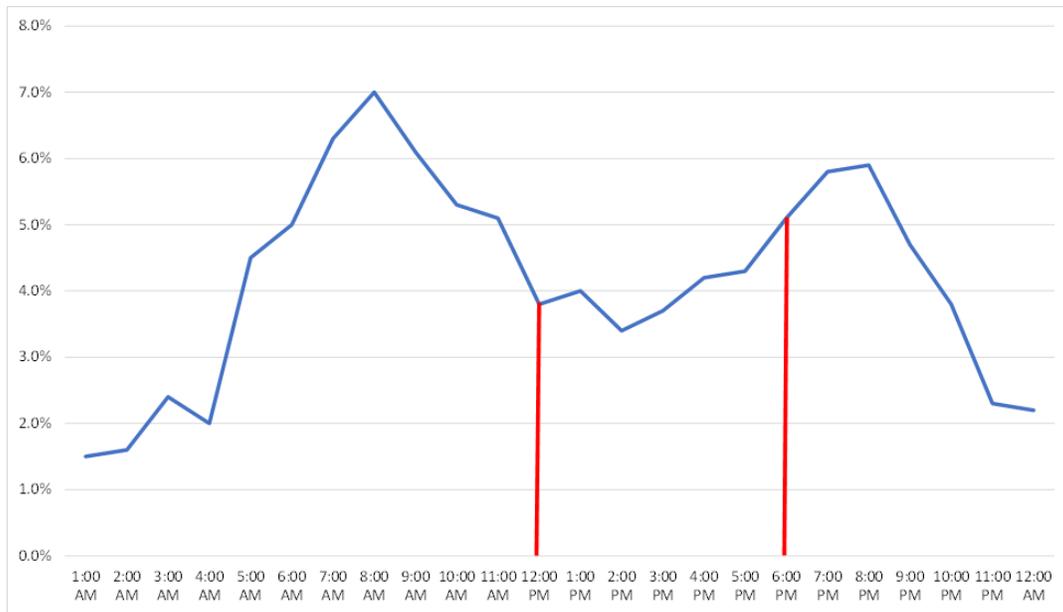


Figure 4.6. Residential Diurnal Water Usage Pattern

The average pumping flow rate that can be shifted due to using tank storage capacity is 254 GPM.

The measure cost was estimated based on a quote from a vendor.

4.7 Demand Response Measures (DRM)

Demand Response (DR) is the altering of your routine to reduce your electric demand, when requested during a few critical-peak demand hours of the year, thereby earning monthly capacity payment incentives or actual-event load reduction performance incentives.

In California, as in other states, the total electricity demand rises to its highest peaks only 40-80 hours of the year (less than 1% of all hours). Primarily this occurs during the hottest weather of the year, in the late afternoon hours.

DR measures – also known as load curtailment, peak load reduction, or load shedding – are special measures you implement to reduce or shift electricity use out of extraordinary peak system demand hours. This is very important for California’s electrical system because meeting the highest peaks of demand requires that special “peaker” generation plants be built for rare use, or that special electricity purchasing be arranged. Both of these options are expensive and often represent sources of electricity that contribute to greenhouse gas emissions. DR, another option for dealing with the system’s critical peak demand, has participating customers reduce their demand on request and receive incentives to do so. Compared to building more power plants or seeking more out-of-state power, the demand response option is cleaner for the environment and less costly to California’s electricity users.

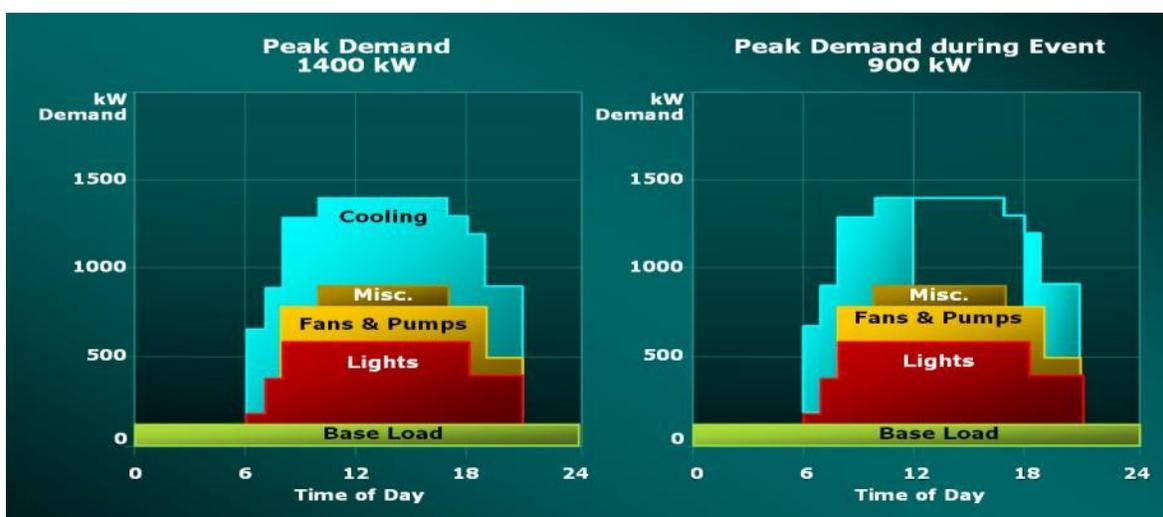


Figure 4.7. Sample Peak kW Profile (left); with Demand Response Measures (right)

We encourage you to engage in DR efforts not only to receive the various financial rewards, but also to help keep California’s electrical system reliable, clean and cost-effective even when demand is highest. In addition, developing your demand response capabilities now when it is optional will help you keep your business’s energy costs in check in the future when mandatory real time pricing may be implemented. Real time pricing would mean that energy users are more directly exposed to the real-time price swings of the wholesale electricity market. In that market, demand spikes can lead to price spikes.

To encourage demand response, financial incentives are offered for participating in a DR program and for the investment in technology that enables participation in DR. First, DR

participation programs reward customers who shed load during special DR events. There is a variety of these programs whereby participating customers respond to a signal to reduce demand in return for a variety of ongoing financial incentives that reflect the value of what the customer is providing: response time and certainty of load reduction delivery. Most programs signal a DR event by sending a notification the day before the event. Other programs (offering higher incentives) may request a demand reduction only minutes ahead of the need, and may send a request signal directly to a customer's building or process control system.

Secondly, DR-enabling technology incentives are one-time resources that help pay for software, equipment, or controls that enable DR measures to be implemented readily and reliably when needed. In addition, such new controls will often provide other benefits as well, allowing an operation or building to be better managed every day. For DR enablement incentives, there are two options:

- Auto-DR will pay \$250 (or more) per kW of potential DR reduction to cover the installation or upgrade of an energy management system and/or controls to receive direct DR signals that activate your DR load reduction measures.
- Semi-automated DR will pay \$125 per kW of potential DR reduction that is enabled by the new or upgraded software, equipment, or controls without the use of direct DR signals.

DR measures in this energy audit are candidates for DR-enabling technology incentives if included in the Payback section of the summary tables for DR Measures. We encourage you to work with your PG&E account representative to evaluate the many DR participation and DR-enabling technology incentive programs offered. Current demand response participation options include the following:

Demand Bidding Program (DBP) – In this low-risk program, you receive notice of a DR event by noon the day before. You then submit your expected bid reduction amount by 3pm. The incentive is \$0.50 per kW per hour reduction, and there are no penalties for non-performance.

Peak Day Pricing (PDP) – Peak Day Pricing is now the default energy tariff for many large customers. This option works with Time of Use energy pricing and provides discounts on both your energy and demand charges for nearly all of the summer hours from May through October. On PDP event days (9-15 per year) your energy will cost an extra \$1.20 per kWh between 2 pm and 6pm, encouraging DR load reduction actions on those days and hours.

Base Interruptible Program (BIP) – The Base Interruptible Program (BIP) is for facilities managed with a strong understanding and commitment to DR. BIP pays you generous incentives to be available when notified to reduce your facility's load to or below a committed level that is pre-selected by you. This pre-selected level is called the Firm Service Level (FSL) and it can be set only once a year. BIP gives you 30 minutes advance notice, but pays you between \$8.00/kW to \$9.00/kW of committed load reduction per month, depending on the amount of your committed load reduction. You will receive a monthly incentive payment even if no events are called, but there are financial penalties for under-performance during any event.

Aggregator Programs – Aggregators are independent third parties authorized to work with PG&E to reduce the state's energy usage during periods of peak demand, high wholesale-electrical prices, system constraints, and emergencies. Join a group of customers and pool your resources to achieve higher demand reductions and enjoy unique incentive structures. Acting as intermediaries between you and PG&E, aggregators offer you unique demand response program options. The aggregators offer DR under the Capacity Bidding Program and the Aggregator Managed Portfolio Program. There is a special Base Interruptible Program offering through Aggregators, as well. For more information including a list of aggregators, see PG&E's website:

www.pge.com/mybusiness/energysavingsrebates/demandresponse/largecommercialindustrialaggregator/

Capacity Bidding Program (CBP) – With CBP you select your load reduction commitment on a month-by-month basis through your selected third party aggregator. This program is suitable for facilities with seasonally variable demand, such as food processors. Performance requirements and incentives are determined by the aggregators. Some customers may be eligible to participate as their own DR aggregator to group their facilities.

Table 4.5 on the following page, provides some factors that influence which DR participation program to consider:

Table 4.4: Factors to Consider for Demand Response Program Participation

Customer situation:	DR Participation Programs to Consider				
	Demand Bidding	Peak Day Pricing	3 rd Party Capacity Bidding	Base Interruptible	3 rd Party Aggregator Managed Portfolio
passes eligibility criteria	x	x	x	x	x
has building automation system	x	x	x	x	x
wants no manual DR (wants AutoDR)	x	x	x		
has SmartMeter			x		x
wants monthly capacity payments (vs. event by event payments)			x	x	x
can commit kW reduction as stand-by		x	x	x	x
wants low risk	x				
has low demand from 2-6 pm		x			
has unpredictable hour-by-hour demand	x		x		x
wants to limit (exposure to) number of events	x				
needs flexibility for different shed levels on each event	x				
has unpredictable month-by-month demand, or seasonal	x		x		x
can respond with load shed within minutes, year-round			x	x	x

It is our understanding that San Miguel CSD does not currently participate in a DR program. Therefore, for the following recommended measures, we have estimated incentives based on the Peak Day Pricing (PDP) Program.

On the day of the audit, DR was discuss with the District and questions were asked to see how they could participate in a DR Program. We identified portions of their wastewater treatment process where electric usage could be reduced, such as by reducing aeration or pumping. District personnel were adamant that interfering or interrupting the treatment process would negatively affect plant discharge (effluent) and would put them at risk of violating their operating permit.

The DR measure shown on the following pages identifies a potential load reduction without the risk of violating the wastewater treatment plant's operating permit.

DRM-1: Turn Off Interior Lighting during a Demand Response Event

Demand Reduction		Annual Savings		Costs and Payback			
Maximum (kW)	Average (kW)	Maximum Savings & Incentive	Average Savings & Incentive	Measure Cost	Potential PG&E Tech Incentive	Net Measure Cost	Simple Payback (years)
0.8	0.8	\$3	\$3	\$0	\$0	\$0	Immediate

Observations

The District Office, New Firehouse, and WWTP maintenance garage have interior fluorescent lights that operate throughout the day.

Recommendations

We recommend manually turning off these lights during demand response events.

Costs and Assumptions

Savings for this measure were estimated based on PG&E's Standard Fixture Wattage Table. Since there is no cost for this measure, it is not eligible for a PG&E technology incentive.

4.8 Distributed Generation Measures (DGM)

Distributed Generation Measures (DGMs) involve installing equipment on-site that allows the facility to generate its own electricity. In some cases, waste heat from electricity generation may be used in the facility as well.

DGM-1: Install Solar PV System to Offset WWTP Energy Use

Annual Cost Savings (\$/yr)	Rough Installed Cost (\$)	Rough Incentive (\$)	Simple Payback (years)
\$51,957	\$689,000	\$0	13.3

Observations

San Miguel CSD is interested in installing a solar PV system at its wastewater treatment plant to offset a portion of the plant's energy use. Based on PG&E's 2014 billing data, the plant uses approximately 440,000 kWh/yr, with an average peak demand of 57 kW.

Analysis

We analyzed a ground-mount system for a portion of plant grounds not currently utilized for treatment processes. We sized the system to generate approximately 75% of the WWTP's 2014 electricity usage, using National Renewable Energy Laboratory's (NREL) PVWatts Calculator. The PVWatts Calculator estimates the energy production of grid-connected photovoltaic systems. A potential system layout is shown in Figure 4.8 below.



Figure 4.8: Proposed Solar PV System

Solar PV Systems:

Solar PV Systems use solar cells to generate DC electricity from sunlight. This DC power is converted by an inverter to AC power for use by existing electrical systems.

A solar PV power system enables a facility to generate some of its daily electrical energy demand on its own roof. In a net metering installation, the facility remains connected to the electric utility grid at all times, so any power needed beyond what the solar system produces is drawn from the utility.

Solar PV systems are most effective during peak afternoon periods, when electricity is most expensive.

PVWatts Calculator assumptions include: standard modules, fixed (open rack), 14% system losses, 20° tilt, 180° azimuth, 1.1 DC to AC size ratio, and 96% inverter efficiency.

The potential system is approximately 40 ft x 330 ft. PVWatts estimated a system size of 196.8 kW, with an annual production of 330,817 kWh.

The cost of installing solar PV systems has dropped significantly over recent years. In addition, many financing options are available, often including means to capture the value of tax credits through a third party. This is an excellent time to install solar PV, while the 30% federal investment tax credit, other tax benefits, and net energy metering remain in place.

Costs and Assumptions

We estimated the cost of the system and installation at \$3.50/Watt based on previous projects.

Cost savings were estimated based on the current average electricity rates plus 20%, to approximately account for the higher rates of solar PV production during high electricity rate periods. We did not account for escalation of electricity costs in the cost savings estimate.

We did not estimate incentives for this measure because CSI incentives are no longer available for PG&E customers. In addition, if the CSD is exempt from federal taxes, it is not eligible for the federal tax credit incentive for solar systems.

5 Appendix: Calculations and Supplemental Information

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Measure Number	Measure Description	Approximate Energy, Cost and GHG* Savings					Estimated Costs, Incentives, and Payback			
		Peak Savings (kW) **	Electricity (kWh/yr)	Natural Gas (Therms /yr)	Annual Cost Savings (\$/yr)	CO2 Saved (Tons /yr)	Estimated Installed Cost (\$)	Potential PG&E Incentive (\$)	Net Measure Cost (\$)	Pay-back Period (Yrs)
LCM-1	Replace Interior Halogen, Incandescent, and CFL Downlights with LEDs	0	120	0	\$ 20	0	\$ 44	\$ -	\$ 44	2.2
LCM-2	Upgrade Exterior MH, CFL, and Halogen Fixtures with LEDs with Bi-Level Controls	0	8,600	0	\$ 1,300	2	\$ 7,500	\$ 830	\$ 6,670	5.1
LCM-3	Install High Efficiency Motors as Motors Need Replacement***	2	6,200	0	\$ 900	2	\$ 4,400	\$ -	\$ 4,400	4.9
CIM-4	Retrofit Surface Aerators with VFDs and Use Existing DO Sensors to Automatically Modulate Aeration of Treatment Ponds	0	29,800	0	\$ 4,500	9	\$ 27,000	\$ 2,400	\$ 24,600	5.5
CIM-5	Install Higher Efficiency Aeration System***	23	240,900	0	\$ 36,700	69	\$ 128,000	\$ -	\$ 128,000	3.5
Energy Efficiency Measure Totals		25	255,820	0	\$ 38,920	74	\$ 139,944	\$ 830	\$ 139,114	3.6

* GHG = Green House Gas

** Peak Savings: For energy efficiency, "peak kW savings" estimate should correspond to the estimated "average grid level impact between 2:00 p.m. and 5:00 p.m. during the three consecutive weekday periods containing the weekday temperature with the hottest temperature of the year" per Section 1.4.8 in the 2010 Statewide Customized Offering Procedures Manual for Business, <http://aesc-inc.com/download/spc/2010spcdocs/UnifiedManual/Customized%201%200%20Policy.pdf>.

*** This Measure's installed cost is a rough incremental cost. Please see the measure text for additional information.

Assuming Electricity Cost	\$ 0.15 /kWh	(Average for recent 12 months, this account)
Assuming Gas Cost	\$ - /therm	(Average for recent 12 months, this account)
	0.575 /kWh	PG&E Carbon Dioxide (CO2) Emissions Rates
Assuming CO2 Reduction Equivalents, lbs CO2	11.7 /therm	
Assuming NPV Discount Rate	10%	(Default 10%, adjustable)

2014 PG&E Incentives

CRI (NRR) Incentives	Rate			
Cost Cap	50%			
Peak Electricity Demand	\$ 150 per peak kW			
Targeted Lighting	\$ 0.08 per kWh	Includes LED & Lighting EMS Systems		
Basic Lighting	\$ 0.03 per kWh			
Targeted Non-Lighting	\$ 0.15 per kWh			
Basic Non-Lighting	\$ 0.08 per kWh			
Gas	\$ 1.00 per therm			
Retrocommissioning Incentives				
Electricity	\$ 0.08 per kWh			
Gas	\$ 1.00 per therm			
Cost Cap (all RCx measures)	50%			
Catalog Rebates (please list)	\$ Amt.	Qty/each	Code	Applicable Measure #s Above
Install > 70-110 watt LED Fixture Replacing HID	60	4	LT013	LCM-2
Install > 110-150 watt LED Fixture Replacing HID	70	5	LT012	LCM-2

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LCM-1 Replace Interior Halogen, Incandescent, and CFL Downlights with LEDs

The District Office is illuminated by a combination of linear fluorescent lamps and CFL downlights. We recommend replacing the CFL downlights with more efficient LED fixtures.

Base Case

Facility	Location	Fixture Type	Fixture Code	Fixture Wattage (kW/Fixt.)	Fixture Qty	Input Power (kW)	Annual Op. Hrs
District Office	Front office	18W CFL	CFQ18/1	0.026	2	0.052	2,080
	Hallway	18W CFL	CFQ18/1	0.026	2	0.052	2,080

Total Input Power kW
 Annual Energy kWh/yr

Proposed Case

Facility	Location	Fixture Type	Fixture Code	Fixture Wattage (kW/Fixt.)	Fixture Qty	Input Power (kW)	Annual Op. Hrs
District Office	Front office	11W LED	N/A	0.011	2	0.022	2,080
	Hallway	11W LED	N/A	0.011	2	0.022	2,080

Total Input Power kW
 Annual Energy kWh/yr

Savings

	Units	Sources, Assumptions, Notes
Peak Demand Savings	<input type="text" value="0.1"/> kW	
Annual Energy Savings	<input type="text" value="120"/> kWh	
Total Cost Savings	<input type="text" value="\$20"/>	

Potential Incentive

Incentive Not eligible for incentives

Project Cost

	Qty		
11W LED Lamp	<input type="text" value="4"/>	<input type="text" value="\$10"/> /lamp	Online Lighting Retailer
Contingency	<input type="text" value="10%"/>	<input type="text" value="\$4"/>	
D&E	<input type="text" value="0%"/>	<input type="text" value="\$0"/>	
Cx	<input type="text" value="0%"/>	<input type="text" value="\$0"/>	
Total Cost		<input type="text" value="\$44"/>	

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LCM-2 Upgrade Exterior MH, CFL, and Halogen Fixtures with LEDs with Bi-Level Controls

The exteriors of the Old Firehouse, Well pump 4, and the WWTP are illuminated with high intensity discharge (HID) fixtures. We recommend replacing the existing HID fixtures with more efficient LED fixtures.

Base Case

Facility	Location	Fixture Type	Fixture Code	Fixture Wattage (kW/Fixt.)	Fixture Qty	Input Power (kW)	Annual Op. Hrs
WWTP	Pole lights	400W HPS	HPS400/1	0.465	5	2.325	4,100
WWTP	Garage exterior	250W MH	MH150/1	0.190	1	0.190	4,100
Old Firehouse	Front exterior	250W MH	MH150/1	0.190	1	0.190	4,100
Well pump 4	Front Exterior	250W MH	MH150/1	0.190	2	0.380	4,100

Total Input Power kW
 Annual Energy kWh/yr

Proposed Case

Facility	Location	Fixture Type	Occupancy	Fixture Wattage (kW/Fixt.)	Fixture Qty	Input Power (kW)	Occ. Sensor Reduction Factor	Annual Operating Hours
WWTP	Pole lights	150W LED	N/A	0.150	5	0.750	N/A	4,100
WWTP	Garage exterior	75W LED	Occupied	0.075	1	0.075	N/A	2,255
WWTP	Garage exterior	75W LED	Unoccupied	0.045	1	0.045	45%	1,845
Old Firehouse	Front exterior	75W LED	Occupied	0.075	1	0.075	N/A	2,255
Old Firehouse	Front exterior	75W LED	Unoccupied	0.045	1	0.045	45%	1,845
Well pump 4	Front Exterior	75W LED	Occupied	0.075	2	0.150	N/A	2,255
Well pump 4	Front Exterior	75W LED	Unoccupied	0.045	2	0.090	45%	1,845

Total Input Power kW
 Annual Energy kWh/yr

Savings

	Units	Sources, Assumptions, Notes
Peak Demand Savings	<input type="text" value="0"/> kW	No DEER Peak reduction because the lights operate only at night
Annual Energy Savings	<input type="text" value="8,600"/> kWh	
Total Cost Savings	<input type="text" value="\$1,300"/>	

Potential Incentive

Incentive Eligible for DEEMED LED Exterior Area Lighting Rebate

Project Cost

	Qty		
75W LED	<input type="text" value="4"/>	<input type="text" value="\$269"/>	/fixture Online Lighting Retailer
150W LED	<input type="text" value="5"/>	<input type="text" value="\$444"/>	/fixture Online Lighting Retailer
Installation - Pole-mounted fixtures	<input type="text" value="5"/>	<input type="text" value="\$262"/>	/fixture 2015 RS Means Electrical Cost Data
Installation - Wall pack fixtures	<input type="text" value="4"/>	<input type="text" value="\$131"/>	/fixture 2015 RS Means Electrical Cost Data
Photocells & Occ. Sensors	<input type="text" value="4"/>	<input type="text" value="\$65"/>	/fixture Both sensors typically integrated into one.

Contingency	<input type="text" value="10%"/>	<input type="text" value="\$539"/>
D&E	<input type="text" value="10%"/>	<input type="text" value="\$539"/>
Cx	<input type="text" value="20%"/>	<input type="text" value="\$1,078"/>

Total Cost

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LCM-3 Install High Efficiency Motors as Motors Need Replacement

Estimates energy savings associated with replacing the existing standard efficiency motors listed below with premium efficiency motors as the motors need replacement.

Base Case					Notes
Location	Motor (hp)	Motor Efficiency	Input Power (kW)	Operating Hours (hr/yr)	
Headworks	7.5	89.5%	4.69	2,640	220 hours per month, from pump operation logs
Aerator Pond #1	25	92.4%	15.14	8,760	
Aerator Pond #2	25	92.4%	15.14	8,760	
Aerator Pond #3	7.5	89.5%	4.69	4,380	
Aerator Pond #4	7.5	89.5%	4.69	4,380	
Well #3	40	93.0%	24.06	1,980	165 hours per month, from San Miguel CSD
Well #4	60	93.6%	35.87	1,788	166 hours per month, from San Miguel CSD
Well #5	40	93.0%	24.06	35	167 hours per month, from San Miguel CSD
Total Input Power			128.34	kW	
Annual Energy			431,282	kWh	

Proposed Case					Units	Notes
Location	Nameplate (hp)	Motor Efficiency	Input Power (kW)	Operating Hours (hr/yr)		
Headworks	7.5	91.7%	4.58	2,640		
Aerator pond 1	25	93.6%	14.94	8,760		
Aerator pond 2	25	93.6%	14.94	8,760		
Aerator pond 3	7.5	91.7%	4.58	4,380		
Aerator pond 4	7.5	91.7%	4.58	4,380		
Well pump 3	40	94.1%	23.78	1,980		
Well pump 4	60	95.0%	35.34	1,788		
Well pump 5	40	94.1%	23.78	35		
Total Input Power			126.52	kW		
Annual Energy			425,088	kWh		

Savings		
Peak Demand Savings	1.8	kW
Energy Savings	6,200	kWh/yr
Total Cost Savings	\$900	/yr

Potential Incentive		Units	Notes
Incentive	\$0.00		Not eligible for PG&E incentives

Project Cost		Qty	Incram. Cost	Notes
25 hp premium efficiency motor (TEFC)		2	\$550	/motor
7.5 hp premium efficiency motor (TEFC)		4	\$326	/motor
40 hp premium efficiency motor		2	\$645	/motor
60 hp premium efficiency motor		1	\$721	/motor
Contingency	0%		\$0	
D&E	0%		\$0	
Cx	0%		\$0	
Total Cost			\$4,400	

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CIM-4 Retrofit Surface Aerators with VFDs and Use Existing DO Sensors to Automatically Modulate Aeration of Treatment Ponds

Estimates energy savings associated with installing VFDs and reducing speed of aerator motors in ponds #3 and #4.

Note that the potential energy savings from this measure is mutually exclusive of the energy savings estimated for CIM-3, as the measures cannot be implemented simultaneously.

Current Operation		Units	Notes		
Aerator motor	7.5	hp	Motor nameplate		
Number of aerators	2		One per pond		
Motor Load Factor	75%				
DO when aerators run	4	mg/L	Assumption based on permit level (1-4 mg/L).		
Daily Operation	12	hours	8PM to 8AM, 7 days/week		
Annual Operation	4,380	hours	365 days per year		
Motor input power	8.4	kW			
Total Energy Used	36,759	kWh			
Proposed Operation		Units	Notes		
Proposed DO setpoint	2	mg/L			
Proposed VFD speed	50%		Reduce speed by half to reduce DO concentration by half		
Motor Input Power	1.6	kW	At 50% speed		
Total Energy Used	6,936	kWh			
Savings					
Peak Demand Savings	0.0	kW			
Energy Savings	29,800	kWh/yr			
Total Cost Savings	\$4,500	/yr			
Potential Incentive		Units	Notes		
Incentive	\$2,400		Basic Non-Lighting measures		
Project Cost		Qty	Unit Price	Unit	Notes
2 DO sensors, 1 controller, 2 7.5-hp VFDs		1	\$19,826		Contractor quote from Clear Blue
Contingency	10%		\$1,983		
D&E	15%		\$2,974		
Cx	10%		\$1,983		
Total Cost			\$27,000		

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CIM-5 Replace Existing Surface Aerators with Submerged Fine Pore Bubble Diffuser System

This measure evaluates the potential energy savings from replacing the existing mechanical surface aerators with submerged fine pore bubble diffusion aeration.

Baseline: It is not clear what the industry standard practice (ISP) for biological treatment would be for a wastewater treatment plant of San Miguel's size (0.20 MGD). Therefore, to be conservative we have selected course bubble diffused aeration as the ISP for plant's expanding their treatment capacity.

Our analysis assumes that mixing is the limiting factor for aeration demand, not oxygen for biological degradation. The minimum aeration rate of 15 cfm/1000 ft3 is applied to the first pond under the assumption that this will be the location of most of the BOD reduction.

Note that the potential energy savings from this measure is mutually exclusive of the energy savings estimated for CIM-4, as the measures cannot be implemented simultaneously.

Current Operation		Units	Notes
Average Influent Flow Rate	0.112	MG/day	Data provided by San Miguel CSD
Annual Influent Flow	40.9	MG/yr	
Average Influent BOD Concentration	285	mg/L	Data provided by San Miguel CSD
Effluent Discharge BOD	10	mg/L	Data provided by San Miguel CSD
Annual BOD ₅ Load	93,622	lb BOD ₅ /yr	
DO Setpoint	2.0	mg/L	Using DO sensors and controller
O ₂ Required to Satisfy BOD Load	140,433	lb O ₂ /yr	Calculated based on influent volume
Aerator Operating Hours	8,760	hr/yr	
Average Oxygen Transfer Rate	16.0	lb O ₂ /hr	
Number of Aerators in Ponds 1 & 2	2		
Aerator Motor, Ponds 1 & 2	25	hp	
Aerator Motor Efficiency	92.4%		
Aerator Op. Hours, Ponds 1 & 2	8,760	hr/yr	
Number of Aerators in Ponds 3 & 4	2		
Aerator Motor, Ponds 3 & 4	7.5	hp	
Aerator Motor Efficiency	89.5%		
Aerator Op. Hours, Ponds 3 & 4	4,380	hr/yr	
Total Input Power	30.3	kW	Peak, does not include aerators in ponds #3 & 4
Annual Energy Usage	306,289	kWh/yr	
Proposed Baseline Operation		Units	Notes
DO Setpoint	2.0	mg/L	
O ₂ Required to Satisfy BOD Load	140,433	lb O ₂	Calculated based on influent volume
Aerator Operating Hours	8,760	hr/yr	
Average Oxygen Transfer Rate	16.0	lb O ₂ /hr	
Course Bubble Diffuser Oxygen Transfer Efficiency	7%		Metcalf & Eddy, <i>Wastewater Engineering</i>
Average Oxygen Aeration Rate	229.0	lb O ₂ /hr	
Mass of O ₂ in Air	0.0176	lb O ₂ /ft ³	Calculated at 14.7 psia and 65F
Volume of Blower Air Needed for Aeration	217	cfm	
Blower Discharge Pressure	7.5	psig	Estimated
Blower Efficiency	70%		Estimated
Blower Shaft Power	8.7	bhp	Calculated
Blower Motor Efficiency	90%		Estimated
Average Input Power	7.2	kW	
Annual Energy Usage	62,992	kWh/yr	Adjusted Baseline

Proposed Operation		Units	Notes		
DO Setpoint	2.0	mg/L			
O ₂ Required to Satisfy BOD Load	140,433	lb O ₂ /yr	Calculated based on influent volume		
Aerator Operating Hours	8,760	hr/yr			
Average Oxygen Transfer Rate	16.0	lb O ₂ /hr			
Fine Bubble Diffuser Oxygen Transfer Efficiency	15%		Metcalf & Eddy, <i>Wastewater Engineering</i>		
Average Oxygen Aeration Rate	106.9	lb O ₂ /hr			
Mass of O ₂ in Air	0.0176	lb O ₂ /ft ³	Calculated at 14.7 psia and 65F		
Blower Airflow Needed for Aeration	101	cfm	Based oxygen aeration rate		
Blower Airflow Needed for Mixing	225	cfm	Based on recommended minimum airflow rate		
Blower Discharge Pressure	7.5	psig	Estimated		
Blower Efficiency	70%		Estimated		
Blower Shaft Power	9.0	bhp	Calculated		
Blower Motor Efficiency	90%		Estimated		
Average Input Power	7.5	kW			
Annual Energy Usage	65,339	kWh/yr			
Savings					
Peak Demand Savings	22.8	kW			
Annual Energy Savings	240,900	kWh/yr			
Total Cost Savings	\$36,700	/yr			
Potential Incentive		Units	Notes		
Incentible Peak Demand Savings	-0.3	kW			
Incentible Annual Energy Savings	-2,300	kWh/yr			
Incentive	\$0		PG&E Basic Non-Lighting measure		
Project Cost		Qty	Unit Price	Unit	Notes
10-hp variable speed blower	2	\$20,000			One is back-up
Fine pore bubble diffusers	2	\$20,000		per pond	Estimate includes diffusers, piping, control valves, and installation
Contingency	25%	\$20,000			
D&E	25%	\$20,000			
Cx	10%	\$8,000			
Total Cost		\$128,000			

**PG&E Integrated Energy Audit
Demand Response Measures (DRM)**



Measure Number (DRM-#)	Measure Description	Demand Reduction		Approx. Annual Incentive		Enabling Technology Costs, Incentives			Payback
		Maximum (kW)	Average (kW)	Maximum Potential DR Program Incentive (\$/yr)	Average Potential DR Program Incentive (\$/yr)	Cost for Enabling Technology (\$)	MAXIMUM Potential PG&E Technology Incentive	Net Cost of Enabling Technology (\$)	Simple Payback (yr)
DRM-1	Turn Off Interior Lighting during a Demand Response (DR) Event	0.8	0.8	\$6	\$6	\$0	\$0	\$0	Immediate
Demand Response Measure Totals		0.8	0.8	\$6	\$6	\$0	\$0	\$0	0.0

NOTE: The estimated incentives, savings and costs in the table above are based on the Peak Day Pricing demand response program, and PG&E's Technology Incentive. See full details and assumptions in the appendix.

**PG&E Integrated Energy Audit
Demand Response Measures (DRM)**

Inputs for Incentives and Financials

Incentives vary widely. These estimates assume the following:

2012 PG&E Incentives	Rate	
Demand Response Program:	1 - PDP - Peak Day Pricing	<u>Update Program Data</u>
Assumed Events Per Month	2 events/month	
Events Per Year	12 events/year	
Event Duration	4 hours/event	
Capacity Reservation (kW)	25 kW	
<input checked="" type="checkbox"/> Existing PDP Customer		
Enablement Program:	1 - Technology Incentive	-Demand reductions are for current conditions, before efficiency measures. -Technology Incentive: manual initiation (not Auto-DR), capped by measure.
Technology Incentive (T.I.)	\$125.00 per kW	
Technology Incentive Cost Cap	50%	
Auto-DR Technology Incentive	\$250.00 per kW	
Auto-DR Technology Incentive Cost Cap	100%	
Rate Schedule	E19S	<u>Update Tariff Data</u>
Average DR Event Electricity Cost	\$ 0.16233 /kWh	Weighted average based on DR Program event window
Net Present Value (NPV):		
Assuming NPV Discount Rate	10%	Default 10%, adjustable
Assuming DR Measure EUL	5 years	Default 5 years (EUL = Expected Useful Life)

PG&E Integrated Energy Audit

SLO San Miguel

DRM-1 Turn Off Interior Lighting during a Demand Response (DR) Event

We recommend turning off interior lighting at the District Office, New Firehouse, and WWTP Maintenance garage during a DR event.

Existing Power Draw of Interior Lights							
Facility	Location	Fixture Type	Fixture Code	Fixture Wattage (kW/Fixt.)	Fixture Qty	Input Power (kW)	Annual Op. Hrs
District Office	Front office	18W CFL	CFQ18/1	0.026	2	0.052	2,080
District Office	Hallway	18W CFL	CFQ18/1	0.026	2	0.052	2,080
District Office	Front office	4-ft T8 Fluor.	F42ILL (1)	0.059	4	0.236	2,080
New Firehouse	Engine Bay	4-ft T8 Fluor.	F42ILL (1)	0.059	4	0.236	8,760
WWTP	Maintenance garage	4-ft T8 Fluor.	F42ILL (1)	0.059	4	0.236	2,080
Total Demand Reduction				0.8	kW		Assuming 5 events of 5 hrs each (25 hrs)
Total Energy Savings				20	kWh		
Total Cost Savings				\$3			
Potential Incentive							
Incentive				\$0	Not eligible for incentives since no cost.		
Project Cost							
Cost				\$0			

PG&E Integrated Energy Audit
SLO San Miguel
DRM-2 Turn Off Pond Aerators during a DR Event

We recommend turning off the pond aerators at the WWTP during a DR event.

Existing Power Draw of Interior Lights				Notes
	Aeration Pond	Motor HP	Load Factor	Motor Input kW
	Pond 1	25	83%	15.54
	Pond 2	25	83%	15.54
			Total Input Power	31.1 kW
			Total Input Power	777 kWh
			Total Cost Savings	\$118
Assuming 5 events of 5 hrs each (25 hrs)				
Potential Incentive				
		Incentive	\$0	Not eligible for incentives since no cost.
Project Cost				
		Cost	\$0	

PG&E Integrated Energy Audit
 Load Management Measures (LMM)
 SLO San Miguel
 1331



Measure Number	Measure Description	Average Load Shift by Period					Annual Cost Savings			Costs and Payback		
		Winter Off Peak (kW)	Winter Part Peak (kW)	Summer Off Peak (kW)	Summer Part Peak (kW)	Summer Peak (kW)	Electricity Demand Cost Savings	Electricity Use Cost Savings (\$/yr)	Total Electricity Cost Savings (\$/yr)	Measure Cost (\$)	Simple Payback (yr)	Reduction During Max Demand?
LMM-1	Shift a Portion of the Well Water Pumping Out of the Summer Peak Period	0.0	0.0	19.8	0.0	-19.8	\$ -	\$ 537	\$ 537	\$ 42,000	78.2	No
Load Management Measure Totals		0.0	0.0	19.8	0.0	-19.8	\$ -	\$ 537	\$ 537	\$ 42,000	78.2	

Rate Schedule	A1	actually HA-1X
Winter Off Peak	\$ 0.14289 /kWh	Maximum Demand Charge, Summer
Winter Part Peak	\$ 0.16095 /kWh	Part Peak Demand Charge, Winter
Summer Off Peak	\$ 0.20395 /kWh	Maximum Demand Charge, Winter
Summer Part Peak	\$ 0.22915 /kWh	Part Peak Demand Charge, Summer
Summer Peak	\$ 0.23743 /kWh	Peak Demand Charge, Summer
Assuming NPV Discount Rate	10%	(Default 10%, adjustable)
Assuming DR Measure EUL	5 years	(Default 5 years)
Number of Summer Days	130	Monday-Friday, May 1 - Oct 31
Number of Winter Days	130	Monday-Friday, Nov 1 - Apr 30
Summer Off Peak Period	11 hours	
Summer Part Peak Period	7 hours	
Summer Peak Period	6 hours	
Winter Off Peak Period	11 hours	
Winter Part Peak Period Duration	13 hours	

PG&E Integrated Energy Audit
SLO San Miguel
LMM-1 Pump Well Water Prior to Summer Peak Period

We recommend shifting water pumping out of the peak period.

Pumping Energy Use		Units	Notes
Static Groundwater Level	145	ft	Estimated based on measurements of similar well sites
Well Discharge Pressure	67	psig	Observed at Well #4
Total Pumping Head	300	ft	
Pump Flow Rate	1.25	cfs	Observed at Well #4
Pump Flow Rate	561	gpm	
Average Pump Efficiency	78%		Estimated from pump curve
Average Pumping Power	54.5	bhp	calculated
Motor Efficiency	93.0%		From nameplate of Well #3 pump motor
Main Tank Storage Capacity	650,000	gallons	From San Miguel CSD
Minimum Storage for Fire Protection	75%		Estimated of existing storage
Minimum Storage Capacity	487,500	gallons	Required for fire protection
Potential Peak Period Water Usage Shift	451	gpm	If full tank is pumped down to minimum
Average Water Usage Rate	254	gpm	Based on billing data
Average Pumping Load Shift	19.8	kW	During Peak Period

Savings		Units	Notes
Average Pumping Load Shift	19.8	kW	
Daily Peak Period Duration	6	hr/day	
Weekdays per Month	20	day/mo	
Summer Peak Rate	\$0.26	/kWh	Rate HA-1X TOU
Summer Off-Peak Rate	\$0.22	/kWh	Rate HA-1X TOU
Monthly Cost Savings	\$89	/mo	
Summer Cost Savings	\$537	/yr	

Project Cost	Qty	Unit Price	Unit	Notes
SCADA System	1	\$30,000		Estimate for two RTUs at wells 3 & 4, level sensors at tanks, and control unit with display
Contingency	10%	\$3,000		
D&E	20%	\$6,000		
Cx	10%	\$3,000		
Total Cost		\$42,000		

PG&E Integrated Energy Audit
Distributed Generation Measures (DGM)
SLO San Miguel
1331



Measure Number	Measure Description	Approximate Energy, Cost and GHG* Savings					Estimated Costs, Incentives, and Payback			
		Peak Savings (kW) **	Electricity (kWh/yr)	Natural Gas (Therms /yr)	Annual Cost Savings (\$/yr)	CO2 Saved (Tons /yr)	Estimated Installed Cost (\$)	Potential PG&E Incentive (\$)	Net Measure Cost (\$)	Pay-back Period (Yrs)
DGM-1	Install Photovoltaic Solar System to Offset Energy Use	57	330,817	0	\$ 51,957	95	\$ 689,000	\$ -	\$ 689,000	13.3
Distributed Generation Measure Totals		57.0	330,817		\$ 51,957	95	\$ 689,000	\$ -	\$ 689,000	13.3

* GHG = Green House Gas

** Peak Savings: For energy efficiency, "peak kW savings" estimate should correspond to the estimated "average grid level impact between 2:00 p.m. and 5:00 p.m. during the three consecutive weekday periods containing the weekday temperature with the hottest temperature of the year" per Section 1.4.8 in the 2010 Statewide Customized Offering Procedures Manual for Business, <http://aesc-inc.com/download/spc/2010spcdocs/UnifiedManual/Customized%201%200%20Policy.pdf>.

*** NPV = Net Present Value Net Present Value (NPV) indicates financial attractiveness of a project. It is the value today of a project's future savings minus its cost. Future cash flows are discounted by an assumed annual rate (entered below) to account for risk, the cost of money, and inflation.

Assuming Electricity Cost	0	/kWh	(Average for recent 12 months, this account)
Assuming Gas Cost	0	/therm	(Average for recent 12 months, this account)
Assuming CO2 Reduction	0.575	/kWh	PG&E Carbon Dioxide (CO2) Emissions Rates
Equivalents, lbs CO2	11.7	/therm	
Assuming NPV Discount Rate	10%		(Default 10%, adjustable)

PG&E Integrated Energy Audit
SLO San Miguel
DGM-1 Install Solar PV System to Offset WWTP Energy Use

San Miguel CSD is interested in installing a solar PV system at its wastewater treatment plant to offset a portion of the plant's energy use. We sized a system using PVWatts Calculator to offset approximately 75% of the treatment plant's annual energy use. The calculation below details the system size and economics.

Current Operation		Units	Notes		
PV DC System Size	0.0	kW			
Estimated Electricity Generated by PV System	0	kWh			
Annual Peak Demand at WWTP	57	kW	PG&E 2014 billing data		
Annual Energy Usage at WWTP	440,342	kWh/yr	PG&E 2014 billing data		
Annual Electricity Cost at WWTP	\$57,632		PG&E 2014 billing data		
Average Electricity Rate at WWTP	0.13	\$/kWh			
Proposed Operation		Units	Notes		
PV DC System Size	196.8	kW	Result from PVWatts Calculator		
Estimated Electricity Generated by PV System	330,817	kWh/yr	Result from PVWatts Calculator		
Savings					
Electric Energy Generated	330,817	kWh/yr			
Total Cost Savings	\$51,957	/yr			
Potential Incentive		Units	Notes		
Incentive	-				
Project Cost		Qty	Unit Price	Unit	Notes
Average System Price	196,800	\$3.50	/Watt		Based on previous projects.
Contingency	0%	\$0			
D&E	0%	\$0			
Cx	0%	\$0			
Total Cost	\$689,000				



San Miguel Community Services District Board of Directors

Staff Report

April 28, 2016

AGENDA ITEM: XII 21

SUBJECT: Review and Discuss proposed interim I T service improvement agreement and associated costs presentation

STAFF RECOMMENDATION:

Committee should review and discuss proposal for I T service improvement and associated costs presentation. Committee should provide direction to General Manager and District Staff

BACKGROUND:

This is a request to hear a presentation and a proposal for I T service improvement and associated costs. Over the past 18 months, there have been several issues that have surfaced related to I T services and to existing computer equipment.

For many years now, I T services have been a function performed by Phil Brown, a member of volunteer fire fighter crew and local resident, for “keeping cost low” reasons. In the past, many administrator assignments (for computer uses) were assumed by others, not the General Manager because there were many staffing changes. Task was also delegated by former GM’s to other District staff. It is unknown how long this arrangement has been in place but beginning in late 2014, administrative functions for computer and financial functions have been re-assumed by General Manager office. There are following issues that have arisen and need to be addressed:

- Security—There are many financial transactions that flow into and from the District, which need security enhancements to protect identities and uses encryption technologies that are not currently a part of District computer operations.

Additionally, the present third party video security services should be replaced. The existing video services cannot assure the District of full recovery of videos after 14 days. At a minimum, the District needs to have a service that can provide backup files for storage, more than 14 days of video retrieval/recovery capability.

Lastly, the computer servers need immediate and significant security system upgrades to maintain operational capacity and functions. The location of all existing computer, including on the system rack setup, needs upgrading, and use of adequate, reliable temperature control and secured access features installed. An immediate purchase of a new server firewall unit is absolutely necessary. This current server is no longer being

supported by Dell and licenses expired in 2013. There are some available budget funds to purchase a new server and can be handled administratively.

- Equipment—The recent changes for email service and webpage hosting has revealed the severity of outdated programming and equipment, including the use of outdated software programs, e.g. Windows 7 has been replaced by Windows 10 but District may be better served by Cloud operating system in the future. There are budget funds available now to deal with the Chief's need for a new computer, but prior estimate to provide a comprehensive change/upgrade is approximately \$4,000 for hardware and software. No ongoing maintenance, staff training or servicing is included with this estimate.
- An immediate mapping of the system is critically needed to identify what may be needed in future operating systems and equipment. This mapping and assessment is equally important now because the imminent installation of the SCADA system must be smoothly integrated for District computer systems and not repeat any past computer application mistakes.

Today's presentation and request is to consider a proposal for a more vigorous, credential I T services that not only can address these identified needs listed above but include ongoing maintenance and servicing without hiring an in-house I T employee to perform this work and tasks.

Such services, being heard and considered at this meeting, have the advantage of all work done on a long-term basis with a master plan for District computer applications and equipment. Additionally, a certified, licensed professional I T service consultant would be available 24/7 to address critical as well as routine computer service needs. A service factor/feature that is not readily available now.

Fiscal Impact:

There is no fiscal impact associated with this presentation but if deemed appropriate to secure services as presented in this Committee meeting, future budgeting will need to account for expenses associated with said services.

Staff Recommendation:

Staff recommends that the Committee review and discuss the proposed service presentation and associated costs. As needed and appropriate, Committee make provide Staff with further direction.

PREPARED BY:

Darrell W. Gentry _____

General Manager



San Miguel Community Services District Board of Directors

Staff Report

April 28, 2016

AGENDA ITEM: XII. 22

SUBJECT: Machado Wastewater Treatment Plant Loading Study/Evaluation

STAFF RECOMMENDATION:

Receive oral report, written report and presentation from District Engineer on the Wastewater Treatment Loading Study/Evaluation. Provide any further direction to General Manager and District staff.

BACKGROUND:

On March 11, 2015, the District authorized the District Engineer to prepare a study of the District's wastewater treatment plant. The goal of this study was to evaluate and assess the existing wastewater treatment plant, verify the performance of the plant relative to design parameters, assess wastewater organic strength, and project capacity of the plant in the future as compared to original design criteria (in other words, is the treatment plant capable of treating the design rated capacity of 0.2 million gallons per day, average dry weather flow).

The Equipment & Facilities Committee reviewed this Study at its February 10, 2016 meeting. Committee recommended that the Loading Study findings be reported to the Board and to conduct further discussions regarding priorities.

The Board is also advised that there is a current on-going study to consider consolidation of the both the San Miguel CSD and Heritage Ranch CSD wastewater treatment plants, with the Camp Roberts wastewater treatment plant. The study follows a Joint Land Use Study conducted by Camp Roberts in 2013, and is being financed through a grant that the County received through the United State Department of Defense Office of Economic Adjustment. RMC was retained by the County to conduct this study. A stakeholder meeting was held on March 9, 2016, and attendees included various staff from San Miguel CSD, Heritage Ranch CSD, Camp Roberts, the County, and RMC. RMC presented an overview of preliminary findings of this study, and stakeholders provided feedback and preliminary comments. The main benefit for Camp Roberts would be to receive consistent wastewater flows to their WWTP that would allow better capability to sustain biological treatment levels. Currently, wastewater flows from Camp Roberts fluctuate significantly and makes day to day operations of their biological treatment process somewhat challenging. Major considerations will be the length of sewage transmission mains, lift stations and gravity sewers required to convey sewage to the Camp Roberts WWTP, coupled with specific desires by Camp Roberts for San Miguel CSD and Heritage Ranch to

"throttle back" wastewater flows during times of national emergency. The draft Study is forthcoming.

FINDINGS:

The initial part of this study required District staff to provide extended sampling at various locations of the treatment process, including raw sewage samples, intermediate samples following Pond 1, Pond 2, Pond 3 and Pond 4 (effluent discharge), for standard wastewater strength parameters known as Biochemical Oxygen Demand (BOD) and total suspended solids (TSS). Additional tests were conducted for total dissolved solids (TDS) and nitrogen compound series. The monitoring/sampling period was extended to 6 months to ensure a sufficient sample population to obtain representative results.

Incoming wastewater flows and waste strength were assessed and summarized. This information was then used to calculate the biological treatment capability of the pond treatment system using conventional wastewater kinetic decay formulas.

The wastewater treatment plant waste discharge requirements (WDRs), issued by the Regional Water Quality Control Board in 1999, were summarized as part of this study, and the plant was evaluated as to its capability of reliably meeting the prescribed WDRs.

The study concluded that the existing WWTP is operating as expected and designed, for a 0.2 mgd rated capacity plant. Waste strength was confirmed and determined to be typical of normal domestic wastewater. This is important to note, for many Central Coast WWTPs, organic waste strength has had a tendency to increase as water conservation efforts improve as part of drought/water conservation measures. The District's wastewater strength is very typical of domestic wastewater treatment plants.

The evaluation concluded that:

- The WWTP is operating as expected and designed.
- Pond 1 aerator will need to be monitored for adequacy as the plant flows approach design capacity, and may need to be upgraded to a high-energy efficiency 25 HP aerator motor to maintain dissolved oxygen levels in Pond 1. This change in this aerator motor is also a high recommendation of the completed energy audit completed by County Energy Watch earlier this year. The plant, however, is capable of treating 0.2 mgd wastewater at the current organic waste strength seen at the WWTP.
- The plant flows are approaching the 75% mark, which triggers the need for the District to begin planning for future plant expansion.
- The effluent and groundwater monitoring program does show water quality impacts directly resulting from effluent disposal operations. However, these results are indicative

of immediate downstream impacts to GW quality, and may not be representative of significant water quality impacts to water supplies downstream of San Miguel.

The District should continue to following the monitoring and reporting program, and should consider the addition of a deeper down-gradient monitoring well to allow continued monitoring of down-gradient conditions.

Fiscal Impact:

The cost of this study was \$8,000 for the study preparation (Wallace Group Contract), plus an addition \$5,000 budgeted for direct laboratory costs to the District. At this time, no further fiscal impacts are identified in the near-term. All costs are paid.

However, in the coming months, the District should begin planning for the expansion of the WWTP to beyond 0.2 mgd capacity, and budget for a new, high energy-efficient 30 HP aerator motor be installed on Pond 1 (estimated at \$15,000 to \$20,000). A range of costs for land acquisition, preliminary planning, engineering design and environmental documentation for the future plant expansion have not been estimated at this time.

Staff Recommendation:

Staff recommends that the Board receive and file this Report. Fiscal planning process should begin with the FY 2016/2017 and FY 2017-18 budgetary process so planning for the expansion of the WWTP can be initiated in orderly and planned stages. Such activities that will need to be initiated include:

- Identify grant and loan funding alternatives to finance new plant expansion.
- Consider purchase of the parcel immediately north of the existing WWTP property for future expansion (note, this was not a specific recommendation in this WWTP study, but is an item to be considered as part of the overall plant expansion planning). The estimated cost of this 17.67 acre parcel of land is approximately \$275,000.
- Budget for FY 2016/2017 funds for beginning the preliminary design process to identify rough order of magnitude of the Project expansion, and provide recommendations for plant improvements for plant expansion.

PREPARED BY:

APPROVED BY:

Steve Tanaka,
District Engineer

Darrell Gentry,
General Manager

Attachment:

Exhibit “A” – Copy of Wastewater Treatment Plant Loading Study by Wallace Group

EVALUATION OF WASTEWATER TREATMENT FACILITY SAN MIGUEL COMMUNITY SERVICES DISTRICT

Background

The San Miguel CSD owns and operates an existing wastewater treatment facility, located on the north end of the District's service area. The plant underwent a significant upgrade in the late 1990s, bringing its current and permitted capacity at 200,000 gpd (0.2 mgd). The District current treats an average of approximately 140,000 gpd.

Current Wastewater Flows

The District recently replaced the influent flow meter in June 2015. Prior daily flow records were considered inaccurate for the purposes of this study, thus July 2015 through December 2015 flow values were used (see Figure 1). Based on this six month period, maximum month average daily flow to the San Miguel CSD WWTP is approximately 140,000 gpd, or at 70% of total permitted capacity (on a flow basis). A summary of flows for Year 2015 is included as Figure 2, which shows a sharp increase in wastewater from between June and July 2015 (due to meter replacement).

The daily flow data was not uniform day to day, so it was difficult to ascertain and evaluate maximum daily flow trends. Given that the San Miguel area should not experience large peaks from tourism or other factors, it is expected that the daily flows are relatively consistent day to day. It is recommended that the District endeavor to correct the daily flow readings so that they are representative of daily flows, and to allow a better assessment of maximum day flows to the plant. In addition, this information is reported to the Regional Board and should as accurate as possible. It is noted that District staff indicated a substantial inflow/infiltration (I/I) component in response to rainfall. This should be closely monitored during this El Nino rain year, and further I/I studies should be conducted to define the extent and sources of I/I in the sewer collection system.

As indicated earlier, the maximum month average daily flow was determined to be approximately 140,000 gpd. Maximum daily flow was not able to be determined based on provided flow data, due to the large discrepancies in flow reporting. Based on Metcalf & Eddy, and for a town of this size, the maximum day is likely less than 1.5 times the average daily flow, and is likely very close to the average daily flow during the maximum month (or ~1.1 times the average annual flow). Based on an estimate average daily flow of 131,000 gpd, the current maximum daily flow is estimated to be 145,000 gpd. For the permitted flow at 200,000 gpd, the maximum day is estimated to be 220,000 gpd (153 gpm). The instantaneous peak hour can be derived from typical diurnal curves that express flow fluctuations throughout the day, and would on the order of 1.5 times the average daily flow. At maximum day flow of 220,000 gpd (153 gpm), the peak hour flow is estimated to be 330,000 gpd (230 gpm).

Current Service Conditions

The District has a total of 653 sewer service connections as of the date of this study. These connections are broken down as follows:

- SFR/MFR, 625
- Commercial, 1
- Industrial/Business, 20

- Public, 7
- Total, 653

In the main zone, there are currently six septic tanks, and at San Lawrence Terrace (SLT), a total of 65 septic tanks. At this time, it is not expected that the SLT septic tanks will be served in the future by public wastewater facilities; however, there are provisions to accommodate a sewer in the River Road bridge crossing the Nacimiento River, should the need arise in the future. As for the six septic tanks in the main zone, it is possible that these will be served by the wastewater plant in the future; however, this number is small and will have little consequence to the outcome of this study.

The current population served by the District is estimated at 2,336. Based on the total number of dwelling units, the household density is estimated at 3.3 per household. This may be slightly high, but expected given the demographics of the area. Using a ratio of SFR/MFR connections to the total (including septic tanks), the population served by the wastewater treatment plant would be $(625/696 \times 2,336)$ 2,098 persons.

Based on monthly maximum average wastewater flows to the plant of 140,000 gpd, and population of 2,098 persons, the wastewater flow is calculated to be 67 gallons per capita per day (gpcd). This is within the expected range, and considered a reasonable estimate of wastewater flow per capita.

Summary of Existing Waste Discharge Requirements

The District's facilities are regulated by Region 3 (Central Coast Region) Regional Water Quality Control Board (Regional Board) Order No. 99-046. At the time the WDRs were issued, they were issued to the San Miguel Sanitary District, which was dissolved in the early 2000s, and subsequently the District resumed all wastewater responsibilities in the San Miguel CSD service area. The existing facility was upgraded during this time frame, to include the full expansion described in Finding No. 5 of the WDRs, that is to construct the second of two 940,000 gallon aerated lagoons. The permitted treatment capacity is 200,000 gpd (0.2 mgd) on a maximum month basis. As these WDRs are approximately 15 years old, it is anticipated that the Regional Board will update the WDRs at some point in the near future.

- Requirements of the WDRs are summarized as follows:
- Permitted treatment capacity, mgd 0.2 (max. month)
- Effluent limitations:

	<u>Avg. last 6 samples</u>	<u>Maximum</u>
TDS, mg/L	825	900
Chloride, mg/L	180	200
Sulfate, mg/L	175	200
Sodium, mg/L	150	170
- The treatment ponds must maintain a minimum 2.0 feet freeboard at all times, and must maintain dissolved oxygen of 1.0 mg/L minimum at all times.
- Effluent pH shall range between 6.5 and 8.4 at all times.

- Discharge shall not cause nitrate concentrations in downgradient GW to exceed 5 mg/L (as N)
- Discharge shall not cause “significant” increase in TDS.

Under these current WDRs, the District is not required to sample influent or effluent organic waste strength parameters (total suspended solids (TSS), biochemical oxygen demand (BOD₅)). However, the District must submit quarterly monitoring reports, and also must submit an annual report summarizing the past year’s effluent and disposal area monitoring.

Wastewater Design Criteria

The wastewater treatment plant is summarized as follows:

Headworks. At this time, there is not a headworks associated with this plant, only influent pumping/metering of wastewater. Raw wastewater is pumped from the influent wetwell to the first aerated treatment pond.

Aerated Treatment Ponds, Stage 1. There are two 0.94 MG aerated aerobic ponds, equipped with 25 and 20 horsepower ponds, respectively. These are completely mixed aerated lagoons. Thus, the floating aerators keep all solids in suspension while maintaining dissolved oxygen levels. Solids do not appreciably deposit in Ponds 1 and 2, but instead settle out predominantly in Pond 3. Floatable plastics and debris must be raked out of these ponds by hand.

Aerated Treatment Ponds, Stage 2. There is a single 0.87 MG Stage 2 Pond, with a 7.5 HP aerator. This pond and floating aerator maintains dissolved oxygen levels in the pond, while allowing solids to settle to the bottom of the pond. Solids settle to the bottom of the pond, and organic matter in the sludge slowly decomposes anaerobically. This pond is generally referred to as a facultative pond, with an upper aerobic zone and lower anaerobic zone.

Aerated Treatment Ponds, Stage 3. There is a single 0.87 MG pond equipped with a 7.5 HP aerator. This is the final (fourth) pond that also maintains dissolved oxygen levels in the upper zone. Very little sludge settles in this pond, and this pond would be considered a final polishing pond prior to discharge to the percolation ponds/beds.

Percolation Ponds. There are three percolation ponds totaling 1.7 acres in area. The two northernmost ponds were re-conditioned in 2008. At that time, both ponds had silted up considerably, and were not effectively percolating effluent. Both ponds were dried out and ripped, and the upper several feet of material was removed, and replaced with clean sand. In addition, the percolation ponds were deep-ripped in several locations to allow better connectivity to the underlying more permeable soils. The third and southernmost pond was not re-worked at that time, but continues to serve as a percolation pond.

Design criteria for the existing wastewater treatment facilities are summarized in Table 1.

Table1. Summary of Design Criteria, San Miguel CSD WWTP

Parameter, units	Value
FLOWS	
Average Daily Flow (ADF) mgd	0.2

Parameter, units	Value
Maximum Daily Flow (MDF), mgd	0.20 ^A
Peak Hourly Flow (PHF), mgd	0.80
WASTE STRENGTH AND LOADING	
Influent BOD ₅ , mg/L (design) [lbs/day]	300 [500]
Influent TSS, mg/L (design) [lbs/day]	250 [417]
INFLUENT LIFT STATION	
Pump Type	Submersible
No. of Pumps	2
Pump Horsepower (HP), each	7.5
Capacity, Each Pump, gpm	300
Total Dynamic Head, TDH, feet	17
TREATMENT PONDS	
Stage 1 (2 ponds):	
Surface Area, Acres, each	0.44
Depth, Feet, each	12
Volume, Million Gallons, each	0.94
Hydraulic Retention Time, Days, each	4.7
Aerator Horsepower, HP	25, 20
Stage 2:	
Surface Area, Acres	0.41
Depth, Feet	10
Volume, Million Gallons	0.87
Hydraulic Retention Time, Days	4.4
Aerator Horsepower, HP	7.5
Stage 3:	
Surface Area, Acres	0.41
Depth, Feet	10
Volume, Million Gallons	0.87
Hydraulic Retention Time, Days	4.4
Aerator Horsepower, HP	7.5
EFFLUENT PERCOLATION/DISPOSAL	
Pond 1: Surface Area, SF (acres)	26,500 (0.61)
Pond 2: Surface Area, SF (acres)	24,200 (0.56)
Pond 3: Surface Area, SF (acres)	23,200 (0.53)

^aIt is noted that the design hydraulic maximum design flow rate criteria could not be found.

A wastewater process schematic is presented as Figure 3. An aerial google earth image of the plant is included as Figure 4.

Sampling Program

As part of this WWTP evaluation, Wallace Group requested the District to implement a sampling program, to provide analytical results to better assess the plant's performance. The sampling program predominantly focused on traditional waste strength parameters (BOD₅, TSS) and nitrogen compounds. The District's sampling period extended from April 2015 through September 2015. All influent samples were 24-hour composite samples, and effluent and intermediate pond samples were all grab samples.

Influent sampling is summarized in Table 2, based on a total of 15 influent composite samples analyzed. Based on a review of the influent waste strength, the wastewater is considered typical of ordinary wastewater strength, and is actually on the weaker side of what is typically seen in this region, particularly given the degree of water conservation efforts that tend to concentrate wastewater strength.

As summarized in the design criteria Table 1, the plant had a design organic loading of 300 mg/L BOD₅. Based on the permitted flow of 0.2 mgd, this calculates to a daily allowable loading of 500 pounds of BOD₅ per day. The sampling results indicate a weaker strength wastewater than designed for, which from the standpoint of actual plant organic loading, the plant is receiving less organic waste strength. This indicates the following:

- At 140,000 gpd, at a design organic loading of 300 mg/L BOD₅, the plant would be receiving 350 lb/day BOD₅, or 70% capacity expressed as a percentage of design loading capacity.
- At 140,000 gpd, at an actual organic loading of 238 mg/L BOD₅, the plant would be receiving 238 lb/day BOD₅, or 56% capacity expressed as a percentage of design loading capacity.
- Regardless of the above, the plant is limited to a treatment/discharge capacity of 200,000 gpd (irrespective of actual plant organic loading).

The above is important to note as this study evaluates the current status of the plant. To be conservative, it is recommended to forecast future waste strength at the design strength of 300 mg/L, even though current sampling suggests a weaker raw sewage. However, current plant performance will be assessed based on actual sampling results.

WWTP Performance Evaluation

The WWTP performance evaluation is based on the following clarifications:

- The actual influent BOD₅ strength was used to evaluate the performance of the overall WWTP and the effectiveness of each wastewater pond.
- Sampling indicates a slightly lower organic waste strength than the design strength of 300 mg/L; the actual data was used to evaluate the plant performance during the sampling period.

It is noted that the existing waste discharge requirements do not have an effluent limitation for BOD₅ and TSS. However, the federal standard for secondary treatment standards is for a 30-day average BOD₅ effluent concentration of 30 mg/L. A summary of plant sampling, organic loading (expressed as BOD₅) and percent BOD₅ removal, are included in Table 3.

Overall, the current plant BOD₅ removal is 94.3%, and effluent BOD₅ is average 17 mg/L. This is considered very good performance for the plant, particularly given the type of pond system. Sometimes, plant algae can elevate effluent BOD₅ and TSS readings. It is noted that during this sampling interval, effluent TSS to the percolation ponds averaged 24 mg/L, also considered to be a very good level of treatment.

Biological processes such as activated sludge and aerated lagoon processes can be assessed based on the metabolic biological removal constant, known as “k”. This value typically ranges from 0.2 to 1.0 for complete mix aerated lagoon systems. The following Metcalf & Eddy equation for biological decay for complete mix aerated lagoons 1 and 2, was referenced:

Based on viewing Ponds 1 and 2 together as a single pond, and using the effluent quality from Pond 3 (Pond 3 acts like a secondary clarifier to the complete mix aerated lagoon process), and solving for k:

For Ponds 3 and 4, actual percent removal was calculated based on sampling data. It should be noted that Pond 3 had a much lower removal rate (22%) as compared to Pond 4 (68%), due to the sludge blanket stored in Pond 3. Using the k value calculated for Ponds 1 and 2, plant design flow of 0.20 mgd (maximum month flow), an influent BOD₅ value of 300 mg/L, and estimated removal efficiencies in Ponds 3 and 4, the projected plant effluent quality (BOD₅) was calculated as follows:

Based on this calculation, it is projected that at a design organic loading of 300 mg/L BOD₅, and at the permitted maximum month average daily flow of 0.2 mgd, the effluent quality is projected to marginally meet a secondary treatment standard of 30 mg/L (however keep in mind that this is not a stipulated requirement in the current permit). The BOD removal efficiencies were based on typical ranges expected for facultative lagoons. Again, it is noted that the current permit does not stipulate an effluent limitation.

Based on other pond systems in this region, if waste discharge requirements were updated and such effluent limitations were imposed, this WWTP would likely see effluent limitations of “60/60”, that is, effluent limitation of 60 mg/L BOD₅, and 60 mg/L TSS. This plant would still likely meet these requirements.

Oxygen Requirements. The theoretical oxygen requirement for BOD₅ removal is 1.5 pounds O₂/pound BOD₅ removed. The oxygen transfer rate for floating aerators is 1.4 lbs O₂/day/HP-hr. The oxygen requirements may be critical to Ponds 1 and 2 as flows approach the design capacity of 0.2 mgd, thus such oxygen loading is checked as follows:

Based on this review, the aerator for Pond 1 should transfer theoretically 250 pounds/day of oxygen, as compared to an ultimate loading of approximately 200 pounds per day. Factors that can affect this include biological treatment efficiencies, changing organic loading/strength, and inefficiencies in oxygen transfer as aerator ages. The District should monitor this closely, and should the Pond 1 aerator appear to not maintain oxygen levels at higher flow/loading rates, consider upgrading to a 30 HP aerator. This should especially be considered if/when the useful life of the Pond 1 aerator is realized. Also, according to District staff, the existing 25 HP aerator and Pond 1 are already experiencing some difficulties with maintaining dissolved oxygen levels above 1.0 mg/L, and the aerator must run almost continuously.

Pond 3 should be monitored, and the sludge blanket in Pond 3 should be removed routinely, thus not allow a large buildup of sludge. The build-up of sludge blanket in this pond can significantly impact BOD₅ removal efficiency in the pond.

Hydraulic Considerations. The San Miguel CSD WWTP process performance is based on organic loading and hydraulic retention time overall in the four ponds. A single large flow event is not likely to have major impacts to the treatment plant; however, the influent wetwell must be capable of handling all influent flows. The peak hour flow at design capacity, was estimated at 230 mg/L. When compared to a single pump capacity of 300 gpm, the plant should be able to handle peak hydraulic loading. Additional I/I study should be conducted, however, to verify that I/I flows do not make influent plant flows exceed the capacity of a single pump, or 300 gpm (0.43 mgd).

Effluent Disposal. Effluent requirements stipulate that nitrates shall not increase by more than 5 mg/L (as Nitrate-Nitrogen) in the downgradient well, and that TDS levels shall not

be significantly increased. In 2015, the downgradient well was dry all year round, and thus no sampling was able to be performed on downgradient water quality. The 2012 through first quarter 2013 GW monitoring results are summarized in Figures 5 through 9. Based on these results, the effluent disposal operations do have an impact on local GW quality.

For 2014 and 2015, the downgradient well was dry and thus not able to be sampled. However, in review of the 2012 and 2013 monitoring data, the TDS quality in the effluent and GW are directly related to the potable water quality, and effluent TDS quality appears to be in direct correlation with the downstream GW quality. However, the effluent TDS concentrations are stable and not increasing over time. Nitrate-Nitrogen concentrations are not in direct relation to potable water quality, but are a function of the nitrogen cycle as nitrogen compounds go through the treatment process. With limited data, it is difficult to draw a clear conclusion; however, it is evident that there is a direct correlation between effluent nitrate-N quality and downgradient well quality. The April 2012 effluent nitrate-N reading may be an anomaly.

Effluent Percolation Ponds

The effluent percolation pond capacity is difficult to ascertain, due to changing conditions over time, and variability in percolation rates between the three percolation ponds. It is recommended that the District monitor the performance of the ponds as is currently done on a daily basis, and assess the ponds more formally on an annual basis. This annual review should assess and review logs of quantities of effluent discharged to the ponds, length of time required to remove standing water in between applications, and overall general performance of the ponds. In 2007, the two northernmost ponds were scarified, reconditioned, and new material placed in the bottom of the ponds, to enhance performance. This was necessitated due to poor percolation performance, resulting from the build-up of fine matter in the soils over time. Since this work was performed in 2007, the percolation ponds have performed well, and little standing water is maintained in the percolation ponds.

Solids Handling

Currently, there is a single un-lined earthen bermed area that can receive sewage sludge/biosolids for drying. The District must manually pump solids (mostly from Pond 3) to this drying area, manually dry the solids, and contract with a service to haul and dispose of sludge. It is envisioned that in the future, the Regional Board will require lined drying beds; however, at this time, with the Regional Board not requiring lined drying beds, the District can continue current day operations. Unless a major change is made to the current process (aeration ponds), the existing drying operation is suitable for the foreseeable future. Should the District desire to make significant changes to this operation, it would likely require filing of a Report of Waste Discharge, which could then spark additional regulatory changes from the Regional Board sooner rather than later.

Conclusions

The existing WWTP is performing well, achieving an overall organic constituent removal of 94%. Based on the current plant performance, and projecting out to design flow capacity of 200,000 gpd, the plant is expected to achieve good levels of treatment, and continue to meet equivalent secondary treatment standards at the design flow capacity.

Based on the current flow of 130,000 to 140,000 gpd, the District should begin to initiate future planning for plant expansion. The Regional Board typically requires Dischargers to begin this planning process when the plant reaches 75% of capacity (150,000 gpd).

The Pond 1 aerator (and pond oxygen levels) should be carefully monitored as flows increase, to determine if an upsized aerator (to 30 HP) is warranted to feed sufficient oxygen to Pond 1. This should be especially considered if/when the aerator us up for replacement. Maintaining sludge to minimum levels in Pond 3 will allow for optimum BOD removal in this Pond, and will enhance the overall effluent quality discharged to the percolation ponds.

The effluent and groundwater monitoring program does show water quality impacts directly resulting from effluent disposal operations. However, these results are indicate of immediate downstream impacts to GW quality, and may not be representative of significant water quality impacts to water supplies downstream of San Miguel. The District should continue to following the monitoring and reporting program, and should consider the addition of a deeper downgradient monitoring well to allow continued monitoring of downgradient conditions.

SGT:

SAN MIGUEL COMMUNITY SERVICES DISTRICT

Wastewater Treatment Plant Loading
Study/Evaluation

April 28, 2106

Study Objectives

- ▣ Characterize Incoming Organic Waste Strength
- ▣ Evaluate Plant Flows and Capacity Status
- ▣ Evaluate WWTP Performance:
 - Per Design Rated Capacity of 0.2 mgd
 - Compliance with WDRs

WWTP Overview



Waste Discharge Requirements

- Permitted treatment capacity, mgd , 0.2 (max. month)
- Effluent limitations:

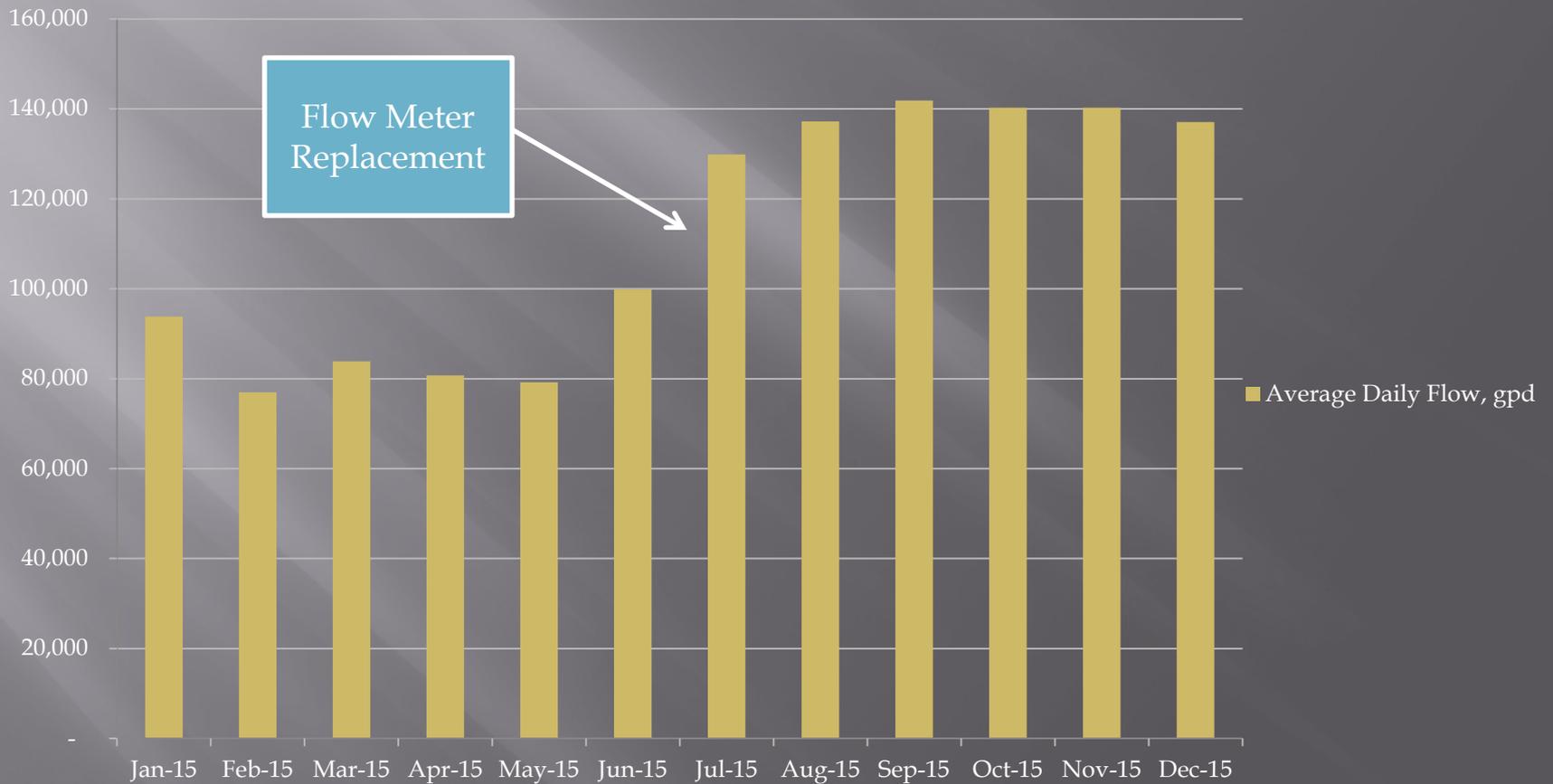
	<u>Avg. last 6 samples</u>	<u>Maximum</u>
□ TDS, mg/L	825	900
□ Chloride, mg/L	180	200
□ Sulfate, mg/L	175	200
□ Sodium, mg/L	150	170
- Minimum 2.0 feet Freeboard at all times
- Maintain minimum dissolved oxygen of 1.0 mg/L at all times.
- Effluent pH shall range between 6.5 and 8.4 at all times.
- Discharge shall not cause nitrate concentrations in downgradient GW to exceed 5 mg/L (as N)
- Discharge shall not cause “significant” increase in TDS

Current Wastewater Service Summary

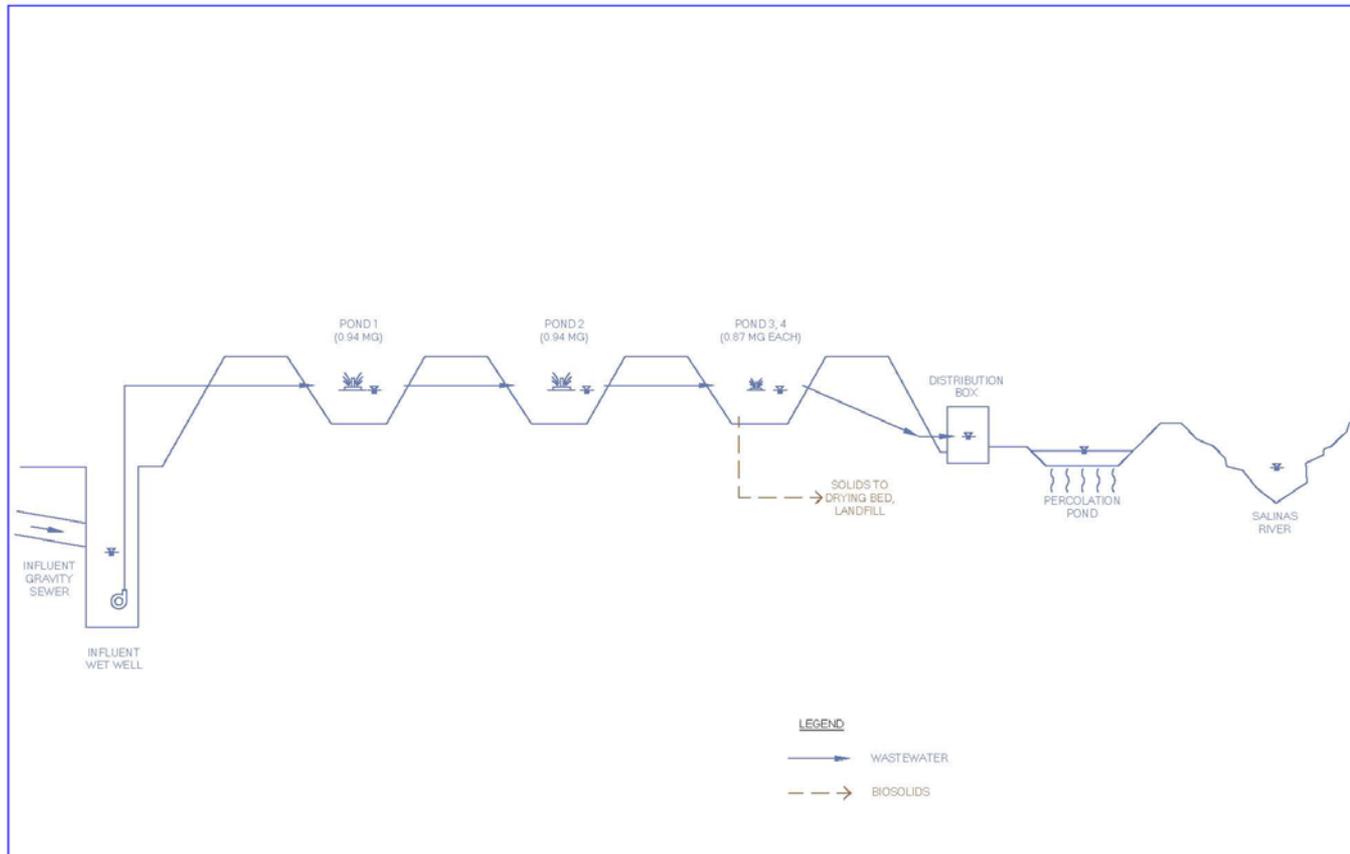
- ▣ 2,098 Residents
- ▣ 653 Sewer Connections
 - 625 SFR/MFR
 - 1 Commercial
 - 20 Industrial/Business
 - 7 Public
- ▣ Per Capital Wastewater Flow, 67 gal/day

Plant Flows

Average Daily Flow, gpd (Year 2015)



WWTP Process



812 CLARION COURT
 SAN LUIS OBISPO, CA 93401
 T 805 544-4011
 F 805 544-4294
 www.wallacegroup.us

SAN MIGUEL CSD WWTP PROCESS FLOW DIAGRAM

JOB No.: 0406-0028
 DRAWING: FLOW DIAGRAM
 DRAWN BY: MRL
 DATE: 01/12/2016
 SCALE: NTS

Design Criteria

Parameter, Units	Value
Daily Flow, Maximum, mgd	0.2
Influent BOD, mg/L (lb/day)	300 (500)
Pond 1 and 2 Aerators, HP	25, 20
Pond 3 and 4 Aerators, HP	7.5 each
Total Pond Volume, MG	3.62
Total Pond Hydraulic Retention Time, Days	18
Effluent Percolation Ponds, Total Area, acres	1.7

Summary of Influent Wastewater Sampling

Parameter	Average	Max	Min
BOD ₅ , mg/L	238	359	157
TSS, mg/L	100	220	52

Significance of Plant Organic Loading

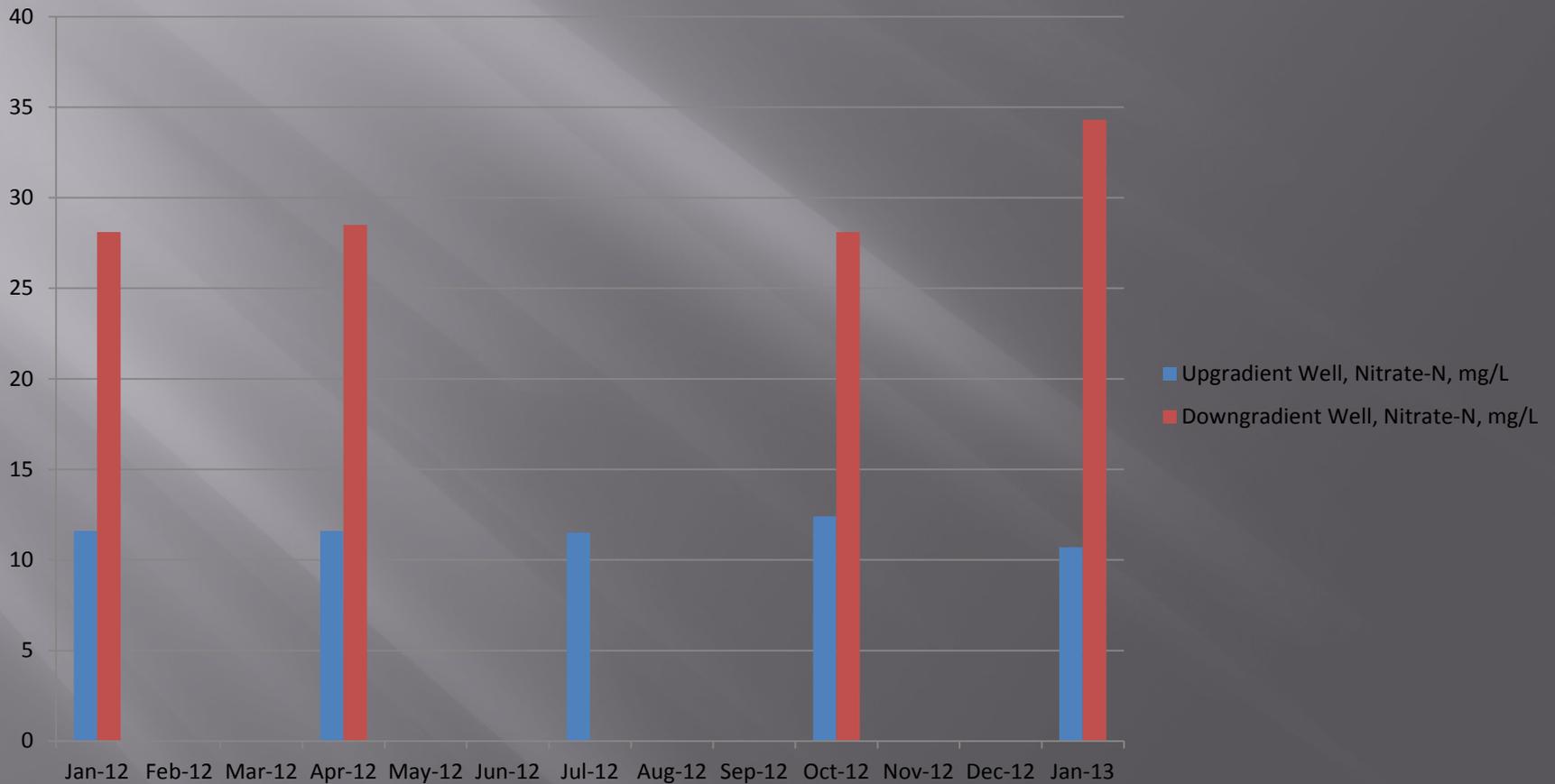
- ▣ At 200,000 gpd and 300 mg/L BOD:
 - Plant design loading=500 lbs/day BOD
- ▣ At 140,000 gpd:
 - 300 mg/L BOD=350 lbs/day BOD (70% design capacity)
 - 238 mg/L BOD=278 lbs/day BOD (56% design capacity)

Process Treatment Evaluation

- ▣ Biokinetic Decay Equation
- ▣ Calculations and Sampling Indicate Treatment Performance as Expected and Designed
- ▣ At 0.2 mgd flow, Plant Expected to Achieve Equivalent Secondary Treatment Standards (30 mg/L BOD)
- ▣ As Plant Nears 0.2 mgd, Pond 1 Aerator May Require Upgrade to 30 HP

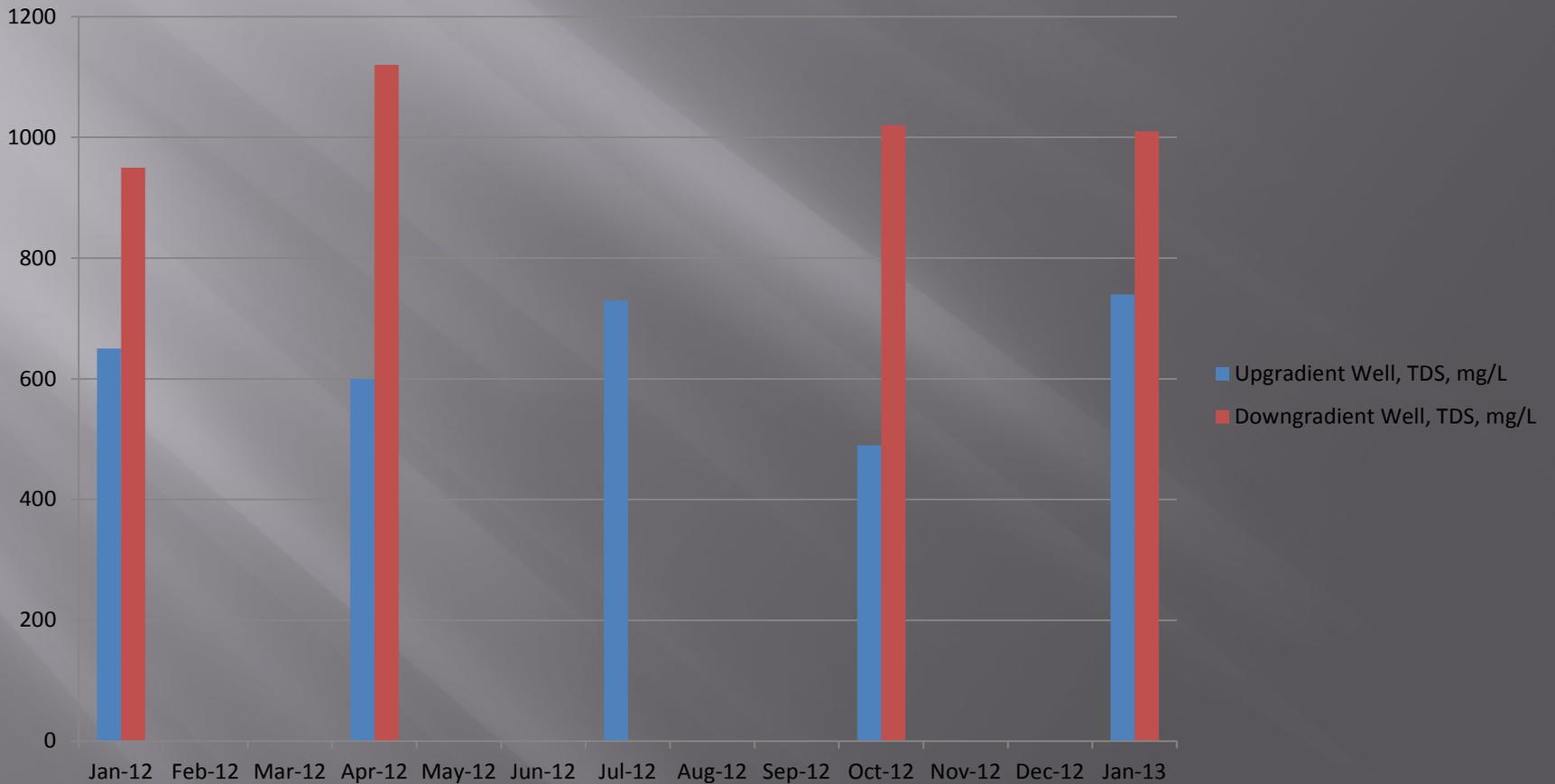
Effluent Monitoring

GW Monitoring - Nitrate Nitrogen



Effluent Monitoring

GW Monitoring - TDS



Other Considerations

- ▣ GW Monitoring – consider adding deeper downgradient well for more representative sampling (will require consultation with RWQCB staff)
- ▣ Effluent Percolation Ponds Adequate for 0.2 mgd; will require Expansion above design flow
- ▣ Sludge Handling – may require lined drying beds in future

Summary

- ▣ Waste Strength Characterized as Typical Domestic Sewage
- ▣ Existing WWTP Performing as Expected and Designed
- ▣ Flows at “Trigger Point” to Begin Future Expansion Planning Process
- ▣ Minor Upgrade to Pond Aerator May Be Required in Near-Term
- ▣ GW Monitoring Program Shows Water Quality Impacts – Additional Study and Monitoring May Be Required



San Miguel Community Services District Board of Directors

Staff Report

April 28, 2016

AGENDA ITEM: XII 23

SUBJECT: Review and Discuss a District General Counsel Analysis of Interest Owed related to an inter-fund loan repayment

STAFF RECOMMENDATION:

Board should review and discuss the report and analysis by General Counsel regarding interest owed that is related to an inter-fund loan repayment by Fund 40 Wastewater to other fund accounts. Board should consider both options provided by General Counsel and advise Staff with further direction on the matter.

BACKGROUND:

This is a follow-up action item to consider an analysis provided by General Counsel on the issue of interest owed by Fund 40, Wastewater to other fund accounts for a past inter-fund loan. As previously reported to Board, original documentation concerning this inter-fund loan is less than complete or ideal. However, Staff and General Counsel has reconstructed known information and prepared an analysis of what may be remaining for this matter being completely resolved with a final interest payment.

The central question asked by Board Members was, “what is the amount necessary to retire the inter-fund loan repayment by Wastewater Fund 40?”

The loan originally was provided in 2006 from Water, Fire and Lighting Fund accounts in the amount of \$410,000. The purpose was to fund specific and urgent sewer system facilities. A partial payment of \$200,000 was performed in 2014 leaving a balance owed of \$234,625 as of July 1, 2014. This was reported to the Board by the former General Manager.

The 2014 audit report does not state the origination date of the loan, or the date of the 2013-14 repayment or the balance due of \$234,625. If the Board assumed a worst case scenario for repayment, then applying the LAIF rate on January 1 2006 with a \$200,000 payment on or about June 30 2014 the amounts owed would be: \$278,610.80 on June 30 2014 which would result in a retirement amount of \$70,067.93 for debt retirement.

The Board, at its February 25, 2016 meeting authorized a transfer of \$210,000 toward retiring this outstanding debt. District General Counsel is reporting an analysis of interest necessary to retire this debt based on calculated interest owed. Counsel calculates an interest owed based on

LAIF (Local Agency Investment Fund) rates for funds on deposit. Historically LAIF interest rates have ranged from 0.244% to 0.506%.

Assuming the balance owed on July 1, 2014 was \$234,625 then the following applies:

Date	Amount Owed
July 1 2014	\$234,625.00
July 1 2015	\$235,254.76
February 1 2016	\$235,757.90
February 25 2016	\$210,000.00 repayment approved and transferred
April 1 2016	\$25,778.77
April 28 2016	\$25,789.94 (if Board determines action to be taken.)

The April 2016 LAIF rate is 0.520%. If the Board elects to complete debt retirement at this meeting then the amount to be transferred is \$25,789.94, not \$25,778.77.

Fiscal Impact:

The fiscal impact is either \$25,789.94 or \$70,067.93 based on which optional calculation that the Board determines is necessary. Staff believes the \$25,789.94 is appropriate and supported by this analysis.

Staff Recommendation:

Staff recommends that the Board review and discuss this analysis and determine that adoption of the amount of \$234,625.00, as contained in 2014 audit report as used at the time of the \$210,000.00 transfer repayment and an interest owed payment of \$25,789.94 is appropriate and necessary for completing debt retirement. Staff also recommends the immediate transfer of these funds from Wastewater Capital Reserves with distribution to Fire, Lighting and Water Capital Reserves.

PREPARED BY:

Karl Schweikert
District General Counsel

REVIEWED BY:

Darrell W. Gentry
General Manager

ATTORNEY - CLIENT PRIVILEGE APPLIES
CONTAINS ATTORNEY WORK PRODUCT

Memorandum

To: Darrell Gentry, General Manager

Date: April 18, 2016

Re: Interest Rate Calculations – Interfund Loan From Wastewater/Sewer Fund

Issue:

What is the amount necessary to retire the interfund loan from the Wastewater/Sewer Fund account?

Discussion:

In 2006, the Wastewater/Sewer fund account provided a loan for approximately \$410,000 to fund improvements in the District. According to the 2014 San Miguel Community Services District (the "District") audit, the District paid \$200,000 of the loan amount during the 2013-2014 fiscal year, leaving an amount owed of \$234,625 as of July 1, 2014.

At the February 25, 2016 District Board Meeting, the Board voted to transfer \$210,000 towards debt retirement of the loan and requested an accounting for interest prior to retiring the debt. The District will ensure payment of interest at the rate paid by the California State Controller's Office for funds on deposit with the Local Agency Investment Fund ("LAIF Rate") (http://www.treasurer.ca.gov/pmia-laif/historical/avg_mn_ylds.asp).

The amounts below reflect monthly compounding of historically low interest rates (0.244% to 0.506%).

Date	Amount Owed
July 1, 2014:	\$234,625.00
July 1, 2015:	\$235,254.76
February 1, 2016:	\$235,757.90
February 25, 2016:	\$210,000.00 Repayment Approved
April 1, 2016:	\$ 25,778.77

Conclusion:

April 2016's current rate is 0.520%. Thus, if the Board elects to retire the debt during its April 28, 2016 board meeting, the amount to transfer is \$25,789.94. Based on a lack of alternative documentation, we advise the Board to adopt the amount owed contained within the 2014 Auditor's Report as being determined at the time of the interim payment.

Alternative Worst Case Calculation:

The 2014 audit report does not state the origination date of the loan, the date of the 2013-2014 fiscal year payment, nor how it arrives at the balance due of \$234,625. If the Board opts to use a worst case scenario, applying the LAIF Rate to a loan beginning on January 1, 2006 with a \$200,000 payment on June 30, 2014, the amounts owed would change as follows: On July 1, 2014, the balance due would have been \$278,610.80, which would result in a current repayment amount of \$70,067.93 to retire the debt.



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

Staff Report

April 28, 2016

ITEM: XII 24

SUBJECT: Declaring Hazardous Weeds a Public Nuisance within the San Miguel Community Services District

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors approve and adopt **Resolution No 2016-19** declaring hazardous weeds a public nuisance and direct staff to proceed with mailing notices to abate.

DISCUSSION:

District Fire Department conducts a weed abatement program in order to reduce fuel load and eliminate fire hazards, pursuant to the authority contained in Government Code Section 61100(t) and Health and Safety Code Sections 14875 *et seq.* Abatement is initiated by resolution adoption declaring weeds on identified properties as a public nuisance. Annually, the Fire Department inspects all parcels within its service boundaries for compliance with its weed abatement program. The parcels listed in Exhibit "A" in the attached Resolution were determined to be non-compliant thereon are deemed a public nuisance.

A formal notice is sent to property owners following adoption of the attached Resolution. In accordance with the comprehensive weed abatement procedures set forth in the Health and Safety Code, a public hearing is scheduled for May 28th, 2015, to consider any objections by affected property owners. All parcels not corrected shall be placed on a list for abatement. Costs of abatement plus administrative expenses are placed as an assessment on each parcel's property tax bill.

FISCAL IMPACT:

None. The costs of abatement are paid by the affected property owner. Administrative expenses are recovered by imposing a service charge.

Prepared by:

Rob Roberson,
Fire Chief

Approved by:

Darrell W. Gentry
General Manager

Attachment: Resolution No. 2016-19

XII.24 (A)

APN	Street	Legal	Est. Acres	Avg. Slope
027-251-004	08742 MAGDALENA DR	SAN LAWR TER PTN LT 46	1.13	2
027-251-019	09510 RIVER RD	SAN LAWR TER LT 48	2.05	2
027-221-058	03495 SAN PABLO LN	SAN LAW TER PTN LT 27	1.66	8
027-221-003	08705 MISSION LN	SAN LAWR TER TR PTN LT 27	0.95	10
021-241-032	00000 12TH ST	PM 31/82 PTN PAR B & T25S R12E PTN SEC 16	0.39	4
021-401-001	00620 12TH ST	T25S R12E SEC 16 PTN SW 1/4 OF SW 1/4	2.71	2
021-241-028	00675 12TH ST	PM 31/82 PTN PAR B	2.33	2
021-241-018		0 TN SAN MIG T25S R12E PTN SEC 16	0.41	1
021-231-033	00000 12TH ST	PTN ABD RD	0.01	1
021-231-028	00000 12TH ST	TN SAN MIGUEL BL 73 PTN LTS 15 & 16	0.03	1
021-231-032	00000 N ST	TN SAN MIGUEL BL 73 PTN LTS 1516 & PTN ABD RD	0.04	1
021-231-017	00599 12TH ST	T25S R12E PTN SEC 16	0.31	1
021-231-041	00000 N ST	TN SAN MIGUEL BL 73 PTN LTS 10 THRU 14	0.3	1
021-231-024	01222 N ST	TN SAN MIGUEL BL 73 PTN LTS 10 TO 14	0.48	1
021-231-026	01300 N ST	TN SAN MIG BL 72 LTS 14 & 15	0.26	1
021-231-036	00000 N ST	TN SAN MIGUEL BL 72 LTS 5 6 & 7	0.34	1
021-231-035	01380 N ST	TN SAN MIGUEL BL 72 LTS 3 & 4	0.23	1
021-231-005	00590 14TH ST	TN SAN MIGUEL T25S R12E PTN SEC 16	0.66	1
021-241-024			2.47	5
021-241-025			4.73	2
021-195-002	01436 RIO VISTA PL	TN SAN MIGUEL TR 32 BL 4 LTS 3 & 4	0.3	6
021-194-020	01435 RIO VIEW PL	TR 32 BL 3 LT 11	0.17	4
021-193-014	01415 VERDE PL	TN SAN MIGUEL TR 32 BL 2 LTS 10 & 11	0.32	1
021-193-013	00735 RIVER RD	TN SAN MIGUEL TR 32 BL 2 LT 7	0.11	2
021-193-016	01470 BONITA PL	TN SAN MIGUEL TR 32 BL 2 LT 2	0.16	1
021-193-007	01420 BONITA PL	TN SAN MIGUEL TR 32 BL 2 LT 5	0.16	2
021-192-024	01409 BONITA PL	PM 76/60-61 PAR 3	0.27	1
021-192-011	01499 BONITA PL	TR 32 BL 1 PTN LTS 13&14	0.13	1
021-191-004	01485 PRADO PL	T25S R12E PTN SEC 16	0.22	0
021-141-017	00000 N ST	BOE 872-40-10J PAR 27 PTN	3.09	1
021-152-046	01520 N ST	TN SAN MIGUEL PTN BL 70 & T25S R12E PTN SEC 16	0.14	3
021-152-041		0 TN SAN MIGUEL T25S R12E PTN SEC 16	0.36	1
021-151-043	00000 16TH ST	T25S R12E PTN SEC 16	0.92	2
021-051-022		0 BOE 872-40-10D PAR 19	2.66	2
021-071-010	01833 MISSION ST	TN SAN MIG BL 52 LTS 11 & 12	0.14	11
021-071-011	01845 MISSION ST	TN SAN MIG BL 52 LTS 9 & 10	0.14	11
021-071-017	01875 MISSION ST	TN SAN MIG BL 52 LTS 3 & 4	0.13	11
021-071-015	01887 MISSION ST	TN SAN MIG BL 52 LTS 1 & 2	0.12	11
021-091-016	00000 MISSION ST	TN SAN MIG PTN OF STREET ADJACENT TO BL 53	0.57	8
021-091-015	01767 MISSION ST	TN SAN MIG BL 53 LTS 5 TO 6	0.16	10
021-092-002	00000 17TH ST	TN SAN MIGUEL BL 68 & PTN ABD RD	1.28	3
021-112-002	00000 16TH ST	TN SAN MIGUEL BL 67 & PTN ABD RD	1.1	2
021-141-011	01480 MISSION ST	TN SAN MIGUEL PTN DEPOT GRDS	0.08	1
021-141-010	01490 MISSION ST	TN SAN MIGUEL PTN DEPOT GRDS	0.08	1
021-141-009	01510 MISSION ST	TN SAN MIGUEL PTN DEPOT GRDS	0.08	1
021-122-012	01599 L ST	TN SAN MIGUEL BL 36 LTS 1 TO 3	0.23	3
021-131-006	01540 L ST	TN SAN MIGUEL BL 55 PTN LTS 23 & 24	0.1	10
021-131-012	01560 L ST	TN SAN MIGUEL BL 55 LTS 25 & 26	0.19	10
021-131-004	01588 L ST	TN SAN MIGUEL BL 55 LTS 27 & 28	0.19	9
021-131-025	00340 16TH ST	TN SAN MIGUEL PM 53-75 PAR 2	0.17	8
021-131-011	01525 MISSION ST	TN SAN MIGUEL PTN BL 55 LESS 75% MIN RTS IN PTN	0.55	2
021-131-023	01599 MISSION ST	PM 46/72 PAR 4 & PTN RD	0.15	4

APN	Street	Legal	Est. Acres	Avg. Slope
021-171-013	01411 MISSION ST	TN SAN MIGUEL BL 56 LT 13 & PTN LT 12	0.11	1
021-171-008	00000 14TH ST	TN SAN MIG BL 56 PTN LTS 17 TO 21	0.18	4
APN	Street	Legal	Est. Acres	Avg. Slope
021-171-023	00335 14TH ST	TN SAN MIGUEL BL 56 PTN LTS 17 TO 21	0.3	5
021-162-013	01470 K ST	TN SAN MIGUEL BL 35 LTS 27 TO 29	0.24	4
021-162-005	01430 K ST	TN SAN MIGUEL BL 35 LTS 21 & 22	0.17	5
021-201-004	01343 K ST	TN SAN MIGUEL BL 25 LTS 9 TO 11	0.18	4
021-211-001	00340 14TH ST	TN SAN MIGUEL PTNS BL 57 LTS 29 TO 32	0.41	3
021-211-016	01383 MISSION ST	TN SAN MIGUEL BL 57 LTS 1 TO 5	0.43	1
021-211-012	01337 MISSION ST	TN SAN MIGUEL BL 57 LTS 12 TO 16	0.42	1
021-261-019	01225 MISSION ST	TN SAN MIGUEL BL 58 LT 14	0.09	1
021-261-020	01215 MISSION ST	TN SAN MIGUEL BL 58 LT 15	0.08	1
021-252-004		000.60AC BUILDING	0.74	12
021-252-013	01235 L ST	TN SAN MIG BL 33 LTS 12 TO 14	0.28	12
021-252-006	01201 L ST	TN SAN MIGUEL BL 33 LOTS 15 & 16	0.19	12
021-252-009	00249 12TH ST	TN SAN MIGUEL BL 33 E 1/2 LTS 17 TO 21	0.24	7
021-221-013	00000 MISSION ST	TN SAN MIGUEL PTN DEPOT GRDS	0.08	1
021-281-011	00000 MISSION ST	TN SAN MIGUEL BL 59 LT 7	0.09	2
021-281-013	01125 MISSION ST	TN SAN MIGUEL BL 59 LOTS 11 TO 14	0.37	2
021-281-014	01111 MISSION ST	TN SAN MIGUEL BL 59 LOTS 15 & 16	0.17	4
021-302-006	01071 L ST	TN SAN MIGUEL BL 31 LTS 1 TO 4	0.42	7
021-311-003	01042 L ST	TN SAN MIGUEL BL 60 LTS 22 & 23	0.18	1
021-302-010		0 TN SAN MIGUEL BL 31 LTS 10 TO 12	0.3	7
021-302-008	01010 L ST	TN SAN MIG BL 31 LTS 13 TO 16 LESS 50% MR	0.38	9
021-302-016	01040 K ST	TN SAN MIG BL 31 LTS 22 TO 24	0.27	7
021-301-004	00000 K ST	TN SAN MIG BL 28 PTN LTS 7 TO 16	0.08	6
021-331-019	00000 MISSION ST	MCD ADD BL 61 LT 45PTN LT 3 & PTN ABD RD	0.28	1
021-331-001	00000 L ST	TN SAN MIGUEL BL 61 LTS 30 TO 32	0.28	3
021-331-034	00968 L ST	TN SAN MIGUEL MC D ADD BL 61 LTS 23 THUR 24	0.19	2
021-322-014	00947 L ST	TN SAN MIGUEL MCD ADD BL 30 LTS 10 & 11	0.2	7
021-322-015	00939 L ST	TN SAN MIGUEL MCD ADD BL 30 LTS 1213& N 1/2 LT 14	0.29	7
021-322-004	00972 K ST	TN SAN MIGUEL T25S R12E PTN SEC 20	0.75	6
021-371-002	00777 MONTEREY RD	T25S R12E SEC 20 PTN	1.72	6
021-371-003	00000 MONTEREY RD	T25S R12E PTN SEC 20	0.23	10
021-371-005		0 T25S R12E PTN SEC 20	0.28	10
021-323-004	00252 9TH ST	TN SAN MIGUEL T25S R12E PTN SEC 20	0.68	4
021-323-001	00238 9TH ST	TN SAN MIGUEL MC D ADD BL 77 PTN LTS 1 TO 5	0.23	8

RESOLUTION NO. 2016-19

**A RESOLUTION OF THE BOARD OF DIRECTORS
DECLARING HAZARDOUS WEEDS A PUBLIC NUISANCE
WITHIN THE SAN MIGUEL COMMUNITY SERVICES DISTRICT**

WHEREAS, the San Miguel Community Services District (“District”) is a duly formed Community Services District under Government Code Section 61100(t), and has the power to provide protection against fire and risks of fire; and

WHEREAS, pursuant to the authority established in Health and Safety Code Section 14875, *et seq.*, the District may declare hazardous weeds a public nuisance for the purposes of proceeding with a weed abatement program; and

WHEREAS, the District Board of Directors finds that it is in the public interest that hazardous weeds within the District be abated as an aid to fire prevention.

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

Section 1. That the recitals set forth above are true and correct and are incorporated herein by this reference.

Section 2. That the weeds located on the private properties described in Exhibit “A” attached hereto and incorporated herein by this reference, all of which are located within the District, are hereby declared to be a public nuisance.

Section 3. In accordance with Health and Safety Code Section 14890, the District Fire Chief is hereby designated as the person to give the notice, substantially in the form proscribed by Health and Safety Code Section 14892, to destroy, modify, abate and remove such hazardous weeds.

Section 4. That said nuisance, unless otherwise corrected, shall be abated by the District, and the cost thereof shall be assessed upon the parcels from which said nuisance is abated.

Section 5. That a public hearing shall be held on the proposed abatement of hazardous weeds on May 26th at 7:00 p.m. at the following address: 1150 Mission Street, San Miguel California, 93451, to provide an opportunity for all property owners having any objections to the proposed removal of such weeds to be heard and given due consideration.

Section 6. That the District Clerk is hereby authorized and directed to mail notice of said hearing to the property owners described in Exhibit “A” as their names and addresses appear from the last equalized assessment roll as authorized by Health and Safety Code Section 14896.

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby passed and adopted this 28th day of April, 2016.

John Green, President
Board of Directors
San Miguel Community Services District

ATTEST:

Darrell W. Gentry, General Manager
and Secretary to the Board of Directors

APPROVED AS TO FORM AND CONTENT:
