



BOARD OF DIRECTORS

Ashley Sangster, President Brendin Beatty, Vice-President

Rod Smiley, Director Owen Davis, Director

REGULAR MEETING AGENDA

Open Session 6:00 PM

601 12th Street San Miguel, CA Date: 10-22-2026

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.

Public Comment: Sign in sheet at podium for public comment. 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 item "Public Comment and Communications for items not on the agenda". Person(s) who wish to submit written correspondence, email: info@sanmiguelcsd.org, or may obtain more information on the District website at the following link: [Board Meeting Participation Information: - San Miguel C.S.D.](#). All correspondence is distributed to each Board Director and will become part of the record of that board meeting. Any member of the public may address the Board of Directors on items on the consent calendar.

Meeting Schedule: Regular Board of Director meetings are held on the fourth Thursday of each month at 6:00 P.M. Agendas are also posted at: www.sanmiguelcsd.org

Agendas: Agenda packets are available for public inspection 72 hours prior to the scheduled meeting at the Posting Board/ San Miguel CSD office, 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.

1. **Call to Order**
2. **Roll Call**
3. **Approval of Regular Meeting Agenda**

4. **Pledge of Allegiance**
5. **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 (Gov Code 54954.2). Speakers are **limited to three minutes**. Please sign in with name and address at podium.*
6. **Special Presentations/Public Hearings/Other**
 1. Presentation on status of current District projects
7. **Non- District Reports**
 1. San Luis Obispo County Organizations
 2. Community Service Organizations
 3. Camp Roberts—Army National Guard Contact information: Keba Baird PIO CA Camp Roberts/Camp San Luis - Email: keba.m.baird.nfg@army.mil Phone: 805-238-8286 Mobile: 805-610-6742
8. **Staff & Committee Reports - Receive & File**
 1. General Manager (Pg. 4)
 2. District Counsel
 3. District Utilities (Pg. 5-8)
 4. Fire Chief Report (Pg. 9-24)
9. **Consent Calendar** *The items listed below are scheduled for consideration as a group and one vote. Any Director 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. Public Comment*
 1. 9-24-2026 Draft San Miguel CSD Board of Directors regular meeting minutes (**Approve by 3/5 vote**) (Pg. 25-38)
10. **Board Action Items**
 1. Monthly claim detail and investment reports for September 2026 (**Recommend receive and file by Board consensus**)
When ancillary reports area provided, they are for reference only and are subject to change. (Pg. 39-61)
 2. Authorization for the General Manager to execute an agreement for a \$16,828,245.00 Line of Credit with Holman Capital for Machado Wastewater Treatment Facility Construction Funding (**Approve by 3/5 vote**) (Pg. 62-70)
 3. Discussion and provide direction on Policy for 218 rate setting process. (**Provide direction or approve by 3/5 vote**) (Pg. 71-77)
Requested by Director Green and Davis

4. Continued from 1/22/2026 Board Meeting
Policy for appointing persons to vacant Board of Director seats. **(Discuss and provide direction to staff)** (Pg. 78-85)
5. Update to the Board from the General Manager on progress for replacing Public Posting Board on 11th and Mission Street - INFORMATION ONLY, no action requested.

11. 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.*

12. Adjournment to Next Regular Meeting

ATTEST:

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

I, Tamara Parent, Board Clerk of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office.

**Board of Directors
Staff Report**

October 22, 2026

AGENDA ITEM: 8.1

SUBJECT: General Manager (Pg. 4)

SUGGESTED ACTION: Receive report

DISCUSSION:

I encourage any Board member or member of the public with questions, comments, or complaints about the District operations to contact me at the District office or by email.

District Office phone: 805-467-3388 and My email: kelly.dodds@sanmiguelcsd.org

If an inquiry is outside of the Districts scope we will usually be able to direct individuals to the responsible organization or department.

General information about the District can also be found on the District website
<https://www.sanmiguelcsd.org/>

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

Board of Directors Staff Report

October 22, 2026

AGENDA ITEM: 8.3

SUBJECT: District Utilities (Pg. 5-8)

SUGGESTED ACTION: Receive and file

DISCUSSION:

Well Status:

- Well 4 is operational – Well Level 99' 8/5/26 (STATIC)
- Well 3 is operational – Well Level 99 8/5/26 (STATIC)
- SLT Well is operational -Well Level 150' 8/5/26 (STATIC)

Water System status:

Water leaks this month: 4 Calendar year 2026: 9

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

- .

Sewer System status:

Sewer overflows this month: 0 Calendar year 2026: 0

Sewer related calls through the alarm company after hours this month: 0

- .

Central Coast Regional Water Resources Control Board (CCRWCB):

- Regularly advising the water board on status of the WWTF percolation rates and use of spray field
- Requested temporary permit amendment to use the spray field through next year.
- The District with FRM and District Engineer submitted a response to the violation related to the August percolation pond breach.

Machado Wastewater Treatment Facility Notice of Violation update:

- Ongoing facility violations
 - As has been discussed and provided to the Board in past meetings the WWTF continues to be in violation of the new general order permit which was implemented in 2024. There are not practical ways to eliminate these continuous violations in the WWTFs current capacity and configuration. The proposed WWTF upgrade will mitigate the continual violations.
- August 13th 2025 percolation pond berm breach incident
 - As was noticed to the Cal OES, Environmental Health, Fish and Wildlife, Water Board and the Board of Directors at the time of the incident, a rodent burrowed between the southern percolation pond and the Salinas River. This allowed approximately 33,000 gallons of treated effluent to be released into the Salinas Riverbed. The spill was stopped

immediately upon discovery and the area which was affected by the spill was inspected and sampled. Water Board, Fluid Resource Management (FRM) and District staff toured the WWTF and Riverbed the day after the incident.

- A notice of violation (NOV) was received by the District on January 14th 2026
- The District Engineer, FRM, and District staff completed a response to the NOV which was provided to the waterboard by 2/5/2026 as required in the NOV.
- In the response provide to the waterboard the District addressed all the 'actions required' as identified in the NOV.
- Met with the Waterboard about the NOV and responses 2/18/26

Information regarding violations at the Machado WWTF can be found at the following link;
<https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/CiwqsReportServlet?inCommand=drilldown&reportName=facilityAtAGlance&placeID=255430&reportID=4051885>

State Water Resources Control Board (SWRCB):

- .

Division of Water Resources (DWR):

- .

Regional Water Management Group (RWMG)/ Water Resources Advisory Committee (WRAC):

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Billing related activity:(as of 09-14-2026)

- **Total active accounts**
 - 927 water accounts
 - 826 wastewater accounts
 - 11 accounts 60 days past due
 - 1 accounts have started an arrangement.
- **Service orders this month**
 - 7 service orders issued and completed

Lighting/ Landscaping status:

- .

Solid Waste:

- Household Hazardous Waste Facility (HHWF)
 - Project funding approved by Integrated Waste Management Authority (IWMA)
 - Agreement between the District and IWMA is approved
 - Working with IWMA on final design and permitting
- Mattress recycling
 - Mattresses are accepted by appointment, Monday- Thursday between 8:30 am and 3:30 PM.(Closed 12 to 1pm) and Friday between 8:30 am and 11:00 am
- E-Waste collection

- E-waste is accepted by appointment, Monday- Thursday between 8:30 am and 3:30 PM. (Closed 12 to 1pm) and Friday between 8:30 am and 11:00 am

SB-1383 & SB-54 & SB-343:

- IWMA: [2025 Year in Review](#)

Project status:

Machado Wastewater Treatment Facility Upgrade and Expansion related projects

- **WWTF upgrade and expansion status:**
 - Nearing 100% plan completion
 - The District received the executed construction funding agreement 4/15/26
 - Board approved release of plans and specifications for bid
- **WWTF sludge removal** (RES 2026-12, \$659,719.20) **Total contract cost \$589,332.66**
 - Contract awarded to P&H Senesac
 - Work started June 29th completed 9/18/26.
 - ~347 dry tons removed.
- **WWTF Switchgear and temporary service** (RES 2026-17, \$489,040.80)
 - Contract awarded to Electricraft Inc
 - Service and Switch gear permit is approved by the County and PG&E
 - Construction started 8/17
 - County approved installation 10/8/26, waiting on installation schedule from PGE for transformer.
- **Photovoltaic Solar installation**
 - Existing contract with Forefront Power, Construction and maintenance by Greenskies LLC
 - Permits approved by the County and PG&E
 - Construction started 8/17
- **Sludge removal / hauling to Paso Landfill** (RES 2026-41 \$60,000)
 - Board approved a contract with Lindeman Trucking and Construction 9/24/26
 - Hauled tons: TBD
 - Trip Fees from Lindemans: TBD
 - Ton and trip fees from Paso Landfill: TBD
- **Percolation pond #1 and #3 mitigation** (RES 2026-42 \$25,000)
 - Board approved a contract with Swift Tectonics 9/24/26
 - Completed 10/6/26
- **WWTF monitoring well instrumentation** (RES 2026-43 \$25,000)
 - Board approved a contract with GCIS 9/24/26
 - Equipment ordered 10/6/26
- **Sewer Collection System Related projects**
- **Sewer lining and manhole rehabilitation project** (21008) started February 2021
 - **(100% GRANT FUNDED)**
 - Report accepted by the Board 8/2024
 - WSC finalizing deliverables per the grant.
 - Preparing a construction grant application to perform repairs.
- **Septic to Sewer conversion project.** ()
 - **(100%GRANT FUNDED)**
 - The District received the executed planning grant from the Water Board
- **Cost of Service Rate Study WASTEWATER** (22005) started June 2022
 - Once final costs and grant funds are identified and the rate study will be revised and return to the Board.

Water System Related projects

- **Replacement water tank and pump station on east side of river/ water line replacement.**
(21007) started February 2022
 - **(POTENTIALLY GRANT FUNDED)**
 - Contract awarded to BKF Engineers for pump station design
 - Received 30% plans and being reviewed
- **Alley water line relocation 10th St to San Luis Obispo St**
 - Work completed 4/16/25
 - Reimbursement has been received for \$270,000. \$30,000 retainer pending final completion approval.
- **Well monitoring and metering project**
 - Well meters have been installed and are online.
 - Working with the County Groundwater Sustainability Department to work collaboratively on a well monitoring program.

Street Lighting and Landscaping projects

- **Street lighting project** started February 2026 (RES 2026-04, \$87,890.00)
 - Received 90% plans and being reviewed.

Staffing

- Vacant position(s).
 - Director of Utilities
 - WWTF Operator Lead
 - Field Operator
 - Account Clerk

SLO County in San Miguel:

- County contractor resurfaced majority of streets around town.

Caltrans in San Miguel:

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Paso Robles Area Groundwater Authority (PRAGA):

- For information on PRAGA activities please use the following link www.pasoroblesaga.org/

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

Board of Directors Staff Report

October 22, 2026

AGENDA ITEM: 8.4

SUBJECT: Fire Chief Report (Pg. 9-24)

SUGGESTED ACTION: Receive and File

DISCUSSION:

Equipment:

1. San Miguel Fire Department (SMFD) engines 8668, & 8696 are currently in service. P8651 is having the pump replaced and will return to service by 11/1/2026.
2. E8696 has minor electrical repairs pending.

Cost Recovery:

1. San Miguel Fire (SMF) is continuing to submit qualifying incidents for reimbursement. See financial report for the details.

Grants:

2023/2024/2025 Grants

1. The HAAS devices have all been installed on all frontline equipment. 4,335 drivers received notification of SMF's equipment on emergency scenes since January.
2. The 2025 Staffing for Adequate Fire and Emergency Response Grant (SAFER) was submitted on July 3, 2025 at 6.28AM. Board approved Resolution 2025-01 authorizing the Fire Chief to represent the District in this application. Approval status is pending.
3. The 2026/2027 Volunteer Fire Assistance (VFA) Grant has opened. SMF applied for necessary outdate equipment. The application received approval at the County level and is being forwarded to the State for final approval.
4. San Miguel Fire (SMF) applied for Federal Emergency Management Agency (FEMA) grant funding to construct an Emergency Operations Center (EOC). \$1,027,000 in Federal Emergency Management Agency (FEMA) funding has been earmarked for this project and is at the Federal level waiting for release. Updated letters of support were requested. Updated letters were received and sent forward. An email was received on May 12, 2026 stating that the funding was approved and updates will follow in the upcoming months. An Environmental and Historical Preservation (EHP) approval letter from The Department of Homeland Security / FEMA was received on August 10, 2026. Final status is pending. A press conference was held at the fire station on September 29, 2026 at 11:00 AM on Congressman Panetta's request. In attendance were Congressman Panetta, a representative from Senator Laird's office, Assembly member Addis, SMCSD Director Smiley, Fire Chief Young, Commander Arauza, Deputy Love, SMF Engineer Rojas, Firefighter Arebalo, Firefighter Chaidez, and local media outlets.

Training:

1. Regular weekly training is continuing to adhere to the annual training schedule.
2. Additional engine company training has been occurring during the week as schedules allow.
3. Additional outside training shall commence as courses become available.
4. Efforts on upgrading the existing training facility at 1765 Bonita are moving forward.
5. A MOU with Paso Fire is being drafted for use of their new training facility located at Station 3.

San Luis Obispo County Fire Chiefs Association:

Fire Chief Young was again appointed as the County Fire Chiefs Association representative to

SLOFIST and the Central Coast Fire Prevention Association (CCFPA). Regular monthly meetings are being attended.

San Miguel Advisory Council:

No update, a District Fire Chief's Report is being provided for San Miguel Advisory Council (SMAC) monthly meetings and Chief Young attends the monthly meetings as scheduling allows.

Temporary Housing Unit:

- Is being utilized as intended.
- Research in new security cameras is moving forward. A estimate was received for additional cameras. However the cost appears to be beyond budget constraints. Alternate options are being explored.

Fire Code Adoption:

- December 18, 2025 Ordinance 02-2025 repealing Local Ordinance 01-2023 Section 15 Sales and Use for Safe and Sane Fireworks failed to pass 2-2-1 vacancy.
- January 22, 2026 Local Ordinance 01-2026 was approved 3-1-1 vacancy.
- January 23, 2026 Local Ordinance 01-2026 was forwarded to the County's State Fire Marshal for a 30 day review period.
- March 26, 2026 Local Ordinance 01-2026 was presented in a Public Hearing for final approval but failed to pass 2-1-1-1 vacancy.
- April 23, 2026 Local Ordinance 01-2026 was resubmitted for approval and failed to pass 2-1-1-1 vacancy.
- May 25, 2025 Local Ordinance 01-2026 was approved 3-1-1 vacancy.
- June 23, 2026 SFMO requested finding of local climatic, geological and topographical conditions signed by the Board shall be required for submission to the building standards committee. Consent Agenda Item 8.6.
- All items have been forwarded to the State Fire Marshal's office in San Luis Obispo for County signatures.
- August 4, 2026 County Planning and Building signed Local Ordinance 01-2026.
- August 4, 2026 Cal Fire San Luis Obispo signed Local Ordinance 01-2026.
- September 1, 2026 the County Board of Supervisors signed Local Ordinance 01-2026.
- September 15, 2026 Local Ordinance 01-2026 was forwarded to the State Building Commission.
- September 25, 2026 State Building Commission request formatting edits. Pending.

Community Outreach

- SMF has been assisting with and providing informational handouts at the Senior Center during their Meals That Connect program.
- SMF is planning future community workshops.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

San Miguel Fire Department

San Miguel, CA

This report was generated on 10/15/2026 8:55:21 AM



Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: All Personnel | Start Time: 00:00 | End Time: 23:00 | Start Date: 09/01/2026 | End Date: 09/30/2026

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Arebalo, Ethan R					
09/01/2026 12:00:00	09/01/2026 16:30:00	DAYBOOK	SMF 1		4.50
09/02/2026 08:44:00	09/02/2026 09:07:00	INCIDENT	E8696	Incident 2026-216 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 9025 Cemetery RD	0.38
09/04/2026 09:00:00	09/04/2026 17:00:00	DAYBOOK	SMF 1		8.00
09/04/2026 17:00:00	09/05/2026 09:00:00	DAYBOOK	SMF 1		16.00
09/04/2026 23:00:00	09/04/2026 23:31:00	INCIDENT	E8696	Incident 2026-217 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1890 L ST	0.52
09/05/2026 09:00:00	09/05/2026 17:00:00	DAYBOOK	SMF 1		8.00
09/05/2026 11:19:00	09/05/2026 11:33:00	INCIDENT	E8696	Incident 2026-218 - HazMat release investigation w/no HazMat: Apparatus E8696 responded to 352 10th ST	0.23
09/05/2026 17:00:00	09/06/2026 09:00:00	DAYBOOK	SMF 1		16.00
09/06/2026 09:00:00	09/06/2026 17:00:00	DAYBOOK	SMF 1		8.00
09/08/2026 09:00:00	09/08/2026 17:00:00	DAYBOOK	SMF 1		8.00
09/09/2026 02:00:00	09/09/2026 02:38:00	INCIDENT	E8696	Incident 2026-220 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1879 Wellsona RD	0.63
09/09/2026 03:24:00	09/09/2026 03:54:00	INCIDENT	E8696	Incident 2026-221 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 3180 San Pablo DR	0.50
09/09/2026 09:00:00	09/09/2026 17:00:00	DAYBOOK	SMF 1		8.00
09/09/2026 14:44:00	09/09/2026 15:44:00	INCIDENT	E8668	Incident 2026-222 - Dispatched & cancelled en route: Apparatus E8668 responded to 13200 BLK Soda Lake RD	1.00
09/10/2026 08:30:00	09/10/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/21/2026 09:00:00	09/21/2026 17:00:00	DAYBOOK	SMF 1		8.00
09/22/2026 08:30:00	09/22/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/22/2026 11:57:00	09/22/2026 12:06:00	INCIDENT	E8696	Incident 2026-226 - Dispatched & cancelled en route: Apparatus E8696 responded to 8415 Centra RD	0.15
09/22/2026 15:51:00	09/22/2026 15:58:00	INCIDENT	E8668	Incident 2026-227 - Dispatched & cancelled en route: Apparatus E8668 responded to 5000 BLK Estrella RD	0.12
09/25/2026 09:00:00	09/25/2026 17:00:00	DAYBOOK	SMF 1		8.00
09/27/2026 12:30:00	09/27/2026 17:00:00	DAYBOOK	SMF 1		4.50
09/27/2026 15:43:00	09/27/2026 16:06:00	INCIDENT	E8696	Incident 2026-229 - Motor vehicle accident with injuries: Apparatus E8696 responded to 999 Mission ST	0.38
09/28/2026 08:17:00	09/28/2026 08:49:00	INCIDENT	E8668	Incident 2026-230 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 850 Indian Dunes RD	0.53
09/28/2026 09:00:00	09/28/2026 17:00:00	DAYBOOK	SMF 1		8.00
09/28/2026 22:02:00	09/28/2026 22:39:00	INCIDENT	E8668	Incident 2026-231 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 515 N River RD	0.62
09/29/2026 07:03:00	09/29/2026 07:43:00	INCIDENT	E8668	Incident 2026-232 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 6620 North Star LN	0.67
Total Hours for: Arebalo, Ethan R					126.73
Chaidez, Edward					
09/15/2026 18:00:00	09/15/2026 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
09/23/2026 07:09:00	09/23/2026 07:45:00	INCIDENT	E8668	Incident 2026-228 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 6875 N River RD	0.60
Total Hours for: Chaidez, Edward					4.60
Mincitar, Miguel					
09/09/2026 14:44:00	09/09/2026 15:44:00	INCIDENT	E8668	Incident 2026-222 - Dispatched & cancelled en route: Apparatus E8668 responded to 13200 BLK Soda Lake RD	1.00

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



emergencyreporting.com

Doc Id: 1514

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
09/11/2026 08:30:00	09/11/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/11/2026 13:14:00	09/11/2026 13:40:00	INCIDENT	E8668	Incident 2026-223 - Alarm system sounded due to malfunction: Apparatus E8668 responded to 1141 Mission St	0.43
09/13/2026 08:30:00	09/13/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/14/2026 08:30:00	09/14/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/15/2026 08:30:00	09/15/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/15/2026 18:00:00	09/15/2026 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
09/16/2026 08:30:00	09/16/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/19/2026 08:30:00	09/19/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/23/2026 08:30:00	09/23/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/24/2026 08:30:00	09/24/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/30/2026 08:30:00	09/30/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/30/2026 11:35:00	09/30/2026 11:37:00	INCIDENT	E8668	Incident 2026-233 - Alarm system activation, no fire - unintentional: Apparatus E8668 responded to 1141 Mission ST	0.03
Total Hours for: Mincitar, Miguel					77.46
Rojas, Robert					
09/09/2026 14:44:00	09/09/2026 15:44:00	INCIDENT	E8668	Incident 2026-222 - Dispatched & cancelled en route: Apparatus E8668 responded to 13200 BLK Soda Lake RD	1.00
09/11/2026 08:30:00	09/11/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/11/2026 13:14:00	09/11/2026 13:40:00	INCIDENT	E8668	Incident 2026-223 - Alarm system sounded due to malfunction: Apparatus E8668 responded to 1141 Mission St	0.43
09/12/2026 08:30:00	09/12/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/13/2026 08:00:00	09/13/2026 13:30:00	DAYBOOK	E8696	Post 9/11 Event at the Highlands Church	5.50
09/15/2026 18:00:00	09/15/2026 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
09/17/2026 08:30:00	09/17/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/18/2026 08:30:00	09/18/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/18/2026 13:45:00	09/18/2026 15:38:00	INCIDENT	E8668	Incident 2026-224 - Natural vegetation fire, other: Apparatus E8668 responded to 3230 Geneseo	1.88
09/20/2026 08:30:00	09/20/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/21/2026 08:30:00	09/21/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/23/2026 07:09:00	09/23/2026 07:45:00	INCIDENT	E8668	Incident 2026-228 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 6875 N River RD	0.60
09/23/2026 08:30:00	09/23/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/25/2026 08:30:00	09/25/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/26/2026 08:30:00	09/26/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/27/2026 08:30:00	09/27/2026 12:30:00	DAYBOOK	SMF 1		4.00
09/28/2026 08:17:00	09/28/2026 08:49:00	INCIDENT	E8668	Incident 2026-230 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 850 Indian Dunes RD	0.53
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09/29/2026 07:03:00	09/29/2026 07:43:00	INCIDENT	E8668	Incident 2026-232 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 6620 North Star LN	0.67
09/29/2026 08:30:00	09/29/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/30/2026 08:30:00	09/30/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/30/2026 11:35:00	09/30/2026 11:37:00	INCIDENT	E8668	Incident 2026-233 - Alarm system activation, no fire - unintentional: Apparatus E8668 responded to 1141 Mission ST	0.03
Total Hours for: Rojas, Robert					107.26
Scott, Kylie G					
09/01/2026 08:30:00	09/02/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/01/2026 23:46:00	09/02/2026 00:02:00	INCIDENT	SMF 1	Incident 2026-215 - Dispatched & cancelled en route: Apparatus SMF 1 responded to N HWY 101	0.27
09/02/2026 08:44:00	09/02/2026 09:07:00	INCIDENT	E8696	Incident 2026-216 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 9025 Cemetery RD	0.38
09/04/2026 08:30:00	09/04/2026 16:30:00	DAYBOOK	SMF 1		8.00

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

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
09/04/2026 23:00:00	09/04/2026 23:31:00	INCIDENT	E8696	Incident 2026-217 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1890 L ST	0.52
09/05/2026 08:30:00	09/05/2026 14:30:00	DAYBOOK	SMF 1		6.00
09/05/2026 11:19:00	09/05/2026 11:33:00	INCIDENT	E8696	Incident 2026-218 - HazMat release investigation w/no HazMat: Apparatus E8696 responded to 352 10th ST	0.23
09/06/2026 08:30:00	09/06/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/11/2026 13:14:00	09/11/2026 13:40:00	INCIDENT	E8668	Incident 2026-223 - Alarm system sounded due to malfunction: Apparatus E8668 responded to 1141 Mission St	0.43
09/13/2026 08:00:00	09/13/2026 13:30:00	DAYBOOK	E8696	Post 9/11 Event at the Highlands Church	5.50
09/15/2026 18:00:00	09/15/2026 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
09/22/2026 15:51:00	09/22/2026 15:58:00	INCIDENT	E8668	Incident 2026-227 - Dispatched & cancelled en route: Apparatus E8668 responded to 5000 BLK Estrella RD	0.12
09/27/2026 15:43:00	09/27/2026 16:06:00	INCIDENT	E8696	Incident 2026-229 - Motor vehicle accident with injuries: Apparatus E8696 responded to 999 Mission ST	0.38
Total Hours for: Scott, Kylie G					57.83
Simonin, Kaleb M					
09/09/2026 14:44:00	09/09/2026 15:44:00	INCIDENT	E8668	Incident 2026-222 - Dispatched & cancelled en route: Apparatus E8668 responded to 13200 BLK Soda Lake RD	1.00
09/14/2026 08:30:00	09/14/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/15/2026 18:00:00	09/15/2026 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
09/27/2026 08:30:00	09/27/2026 16:30:00	DAYBOOK	SMF 1		8.00
09/27/2026 15:43:00	09/27/2026 16:06:00	INCIDENT	E8696	Incident 2026-229 - Motor vehicle accident with injuries: Apparatus E8696 responded to 999 Mission ST	0.38
09/28/2026 08:17:00	09/28/2026 08:49:00	INCIDENT	E8668	Incident 2026-230 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 850 Indian Dunes RD	0.53
Total Hours for: Simonin, Kaleb M					21.91
Young, Scott P					
09/01/2026 09:00:00	09/01/2026 16:30:00	DAYBOOK	SMF 1		7.50
09/01/2026 17:52:00	09/01/2026 18:07:00	INCIDENT	8600	Incident 2026-214 - Motor vehicle accident with injuries: Apparatus 8600 responded to 775 Mission ST	0.25
09/03/2026 08:30:00	09/04/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/04/2026 08:30:00	09/04/2026 16:00:00	DAYBOOK	SMF 1		7.50
09/06/2026 16:30:00	09/07/2026 08:30:00	DAYBOOK	8600		16.00
09/07/2026 08:30:00	09/08/2026 08:30:00	DAYBOOK	8600		24.00
09/07/2026 12:44:00	09/07/2026 13:00:00	INCIDENT	8600	Incident 2026-219 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 10th Off-ramp ST	0.27
09/08/2026 08:30:00	09/09/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/09/2026 02:05:00	09/09/2026 02:38:00	INCIDENT	8600	Incident 2026-220 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1879 Wellsona RD	0.55
09/09/2026 03:24:00	09/09/2026 03:54:00	INCIDENT	8600	Incident 2026-221 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 3180 San Pablo DR	0.50
09/09/2026 10:00:00	09/10/2026 08:30:00	DAYBOOK	SMF 1		22.50
09/10/2026 08:30:00	09/11/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/11/2026 08:30:00	09/12/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/11/2026 12:00:00	09/11/2026 17:00:00	DAYBOOK	SMF 1	9/11 Annual Blood Drive	5.00
09/11/2026 13:14:00	09/11/2026 13:40:00	INCIDENT	E8668	Incident 2026-223 - Alarm system sounded due to malfunction: Apparatus E8668 responded to 1141 Mission St	0.43
09/12/2026 16:30:00	09/13/2026 08:30:00	DAYBOOK	8600		16.00
09/13/2026 08:00:00	09/13/2026 13:30:00	DAYBOOK	E8696	Post 9/11 Event at the Highlands Church	5.50
09/13/2026 08:30:00	09/14/2026 08:30:00	DAYBOOK	8600		24.00
09/14/2026 08:30:00	09/15/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/15/2026 08:30:00	09/16/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/15/2026 18:00:00	09/15/2026 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
09/16/2026 08:30:00	09/17/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/17/2026 08:30:00	09/18/2026 08:30:00	DAYBOOK	SMF 1		24.00

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

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
09/18/2026 08:30:00	09/19/2026 06:00:00	DAYBOOK	SMF 1		21.50
09/18/2026 13:45:00	09/18/2026 15:38:00	INCIDENT	E8668	Incident 2026-224 - Natural vegetation fire, other: Apparatus E8668 responded to 3230 Geneseo	1.88
09/19/2026 16:30:00	09/20/2026 08:30:00	DAYBOOK	8600		16.00
09/20/2026 00:33:00	09/20/2026 01:08:00	INCIDENT	8600	Incident 2026-225 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1941 San Juan Bautista ST	0.58
09/20/2026 08:30:00	09/21/2026 08:30:00	DAYBOOK	8600		24.00
09/21/2026 08:30:00	09/22/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/22/2026 08:30:00	09/23/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/22/2026 11:57:00	09/22/2026 12:06:00	INCIDENT	E8696	Incident 2026-226 - Dispatched & cancelled en route: Apparatus E8696 responded to 8415 Centra RD	0.15
09/22/2026 15:51:00	09/22/2026 15:58:00	INCIDENT	E8668	Incident 2026-227 - Dispatched & cancelled en route: Apparatus E8668 responded to 5000 BLK Estrella RD	0.12
09/23/2026 07:11:00	09/23/2026 07:45:00	INCIDENT	8600	Incident 2026-228 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 6875 N River RD	0.57
09/23/2026 08:30:00	09/24/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/23/2026 19:00:00	09/23/2026 21:30:00	DAYBOOK	8600	SMAC Meeting	2.50
09/24/2026 08:30:00	09/25/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/24/2026 18:00:00	09/24/2026 21:00:00	DAYBOOK	8600	BOD Meeting	3.00
09/25/2026 08:30:00	09/26/2026 07:00:00	DAYBOOK	SMF 1		22.50
09/26/2026 16:30:00	09/27/2026 08:30:00	DAYBOOK	8600		16.00
09/27/2026 08:30:00	09/28/2026 08:30:00	DAYBOOK	8600		24.00
09/28/2026 08:17:00	09/28/2026 08:49:00	INCIDENT	8600	Incident 2026-230 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 850 Indian Dunes RD	0.53
09/28/2026 22:03:00	09/28/2026 22:39:00	INCIDENT	8600	Incident 2026-231 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 515 N River RD	0.60
09/29/2026 07:04:00	09/29/2026 07:43:00	INCIDENT	8600	Incident 2026-232 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 6620 North Star LN	0.65
09/29/2026 08:30:00	09/30/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/29/2026 10:00:00	09/29/2026 11:30:00	DAYBOOK	SMF 1	Press release with Panetta, Addis, & SO	1.50
09/30/2026 08:30:00	10/01/2026 08:30:00	DAYBOOK	SMF 1		24.00
09/30/2026 11:35:00	09/30/2026 11:37:00	INCIDENT	8600	Incident 2026-233 - Alarm system activation, no fire - unintentional: Apparatus 8600 responded to 1141 Mission ST	0.03
Total Hours for: Young, Scott P					606.11
Total of all Personnel Hours					1001.90

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

San Miguel Fire Department

San Miguel, CA

This report was generated on 10/15/2026 8:57:04 AM



Effective Response Force Times by Incident for Date Range

Agencies On Scene: All Agencies | Census Tract(s): All Census Tracts | Cities: All Cities | Map Page(s): All Map Pages | Mutual Aid: All Types and None | Primary Action(s) Taken: All Codes | Property Use(s): All Types and None | Response Mode(s): All Response Modes | Shift(s): All Shifts | Zone(s): All Zones | Incident Type(s): All Incident Types | Station(s): All Stations | Complaints Reported by Dispatch: All Complaints Reported by Dispatch | Start Date: 09/01/2026 | End Date: 09/30/2026

Incident Date	Incident #	Losses - Property	Losses - Contents	Alarm Time	Total Personnel - Effective Response	First On Scene Apparatus	Last On Scene Apparatus	Earliest Turnout	Call Processing Time	First Unit Total Response Time	First Unit Travel Time	Total Travel Time Effective Response	Total Response Time Effective Response
09/01/2026	2026-214	0	0	17:52:00	1	8600	8600	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
09/02/2026	2026-216	0	0	08:44:00	2	E8696	E8696	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
09/04/2026	2026-217	0	0	23:00:00	2	E8696	E8696	04:00	00:00	00:07:00	00:03:00	00:03:00	00:07:00
09/05/2026	2026-218	0	0	11:19:00	2	E8696	E8696	05:00	00:00	00:06:00	00:01:00	00:01:00	00:06:00
09/07/2026	2026-219	0	0	12:44:00	1	8600	8600	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
09/09/2026	2026-220	0	0	02:00:00	1	E8696	E8696	00:00	00:00	00:16:00	00:10:00	00:11:00	00:16:00
09/09/2026	2026-221	0	0	03:24:00	2	8600	E8696	01:00	00:00	00:08:00	00:07:00	00:08:00	00:09:00
09/11/2026	2026-223	0	0	13:14:00	4	E8668	E8668	02:00	00:00	00:02:00	00:00:00	00:00:00	00:02:00
09/18/2026	2026-224	0	0	13:45:00	2	E8668	E8668	02:00	00:00	00:22:00	00:20:00	00:20:00	00:22:00
09/20/2026	2026-225	0	0	00:33:00	1	8600	8600	02:00	00:00	00:06:00	00:04:00	00:04:00	00:06:00
09/23/2026	2026-228	0	0	07:09:00	2	E8668	E8668	00:00	00:00	00:13:00	00:08:00	00:11:00	00:13:00
09/27/2026	2026-229	0	0	15:43:00	3	E8696	E8696	03:00	00:00	00:05:00	00:02:00	00:02:00	00:05:00
09/28/2026	2026-230	0	0	08:17:00	4	8600	8600	04:00	00:00	00:12:00	00:08:00	00:08:00	00:12:00
09/28/2026	2026-231	0	0	22:02:00	2	E8668	E8668	00:00	00:00	00:05:00	00:03:00	00:04:00	00:05:00
09/29/2026	2026-232	0	0	07:03:00	2	E8668	E8668	00:00	00:00	00:12:00	00:08:00	00:11:00	00:12:00
09/30/2026	2026-233	0	0	11:35:00	3	8600	8600	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00

This is a custom report. Only Reviewed Incidents are included. Cancelled Apparatus are excluded. Only apparatus and personnel from the earliest Dispatch Time are included in this report. Travel Time is Enroute Time to Arrive Time. Total Travel Time for the Effective Response Force (ERF) is the difference between the apparatus with the earliest Enroute Time and the apparatus with the last Arrived Time. Total Travel Time for the ERF is calculated from units that were part of the earliest Dispatch Time. Total Response Time for the ERF is earliest Alarm Time to the last Arrive Time.



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San Miguel Fire Department

San Miguel, CA

This report was generated on 10/15/2026 8:58:28 AM



Incidents for Zone for Status for Date Range

Incident Status(s): All Incident Statuses | Zone(s): All Zones | Start Date: 09/01/2026 | End Date: 09/30/2026

INCIDENT NUMBER	INCIDENT TYPE	DATE	INCIDENT STATUS	LOCATION	APPARATUS
Zone: AAS - Auto Aid South					
2026-215	611	09/01/2026	Reviewed	N HWY 101	SMF 1
2026-216	321	09/02/2026	Reviewed	9025 Cemetery RD	E8696
2026-220	321	09/09/2026	Reviewed	1879 Wellsona RD	8600, E8696
2026-226	611	09/22/2026	Reviewed	8415 Centra RD	E8696
2026-228	321	09/23/2026	Reviewed	6875 N River RD	8600, E8668
2026-232	321	09/29/2026	Reviewed	6620 North Star LN	8600, E8668
AAS - Auto Aid South Incidents: 6					
Zone: AAW - Auto Aid West					
2026-230	321	09/28/2026	Reviewed	850 Indian Dunes RD	8600, E8668
AAW - Auto Aid West Incidents: 1					
Zone: CSD - CSD Limits					
2026-214	322	09/01/2026	Reviewed	775 Mission ST	8600
2026-218	671	09/05/2026	Reviewed	352 10th ST	E8696
2026-219	321	09/07/2026	Reviewed	10th Off-ramp ST	8600
2026-223	735	09/11/2026	Reviewed	1141 Mission St	E8668
2026-229	322	09/27/2026	Reviewed	999 Mission ST	E8696
2026-231	321	09/28/2026	Reviewed	515 N River RD	8600, E8668
2026-233	745	09/30/2026	Reviewed	1141 Mission ST	8600, E8668
CSD - CSD Limits Incidents: 7					
Zone: MAE - Mutual Aid East					
2026-224	140	09/18/2026	Reviewed	3230 Geneseo	E8668
MAE - Mutual Aid East Incidents: 1					
Zone: MAS - Mutual Aide South					
2026-222	611	09/09/2026	Reviewed	13200 BLK Soda Lake RD	E8668
2026-227	611	09/22/2026	Reviewed	5000 BLK Estrella RD	E8668
MAS - Mutual Aide South Incidents: 2					
Zone: MH - Mission Heights					
2026-217	321	09/04/2026	Reviewed	1890 L ST	E8696
2026-225	321	09/20/2026	Reviewed	1941 San Juan Bautista ST	8600
MH - Mission Heights Incidents: 2					
Zone: Ter - San Lawerance Terrace					
2026-221	321	09/09/2026	Reviewed	3180 San Pablo DR	8600, E8696
Ter - San Lawerance Terrace Incidents: 1					

Total Incidents: 20

Displays incidents for a given zone and incident status over a given date range. Grouped by Zone.



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San Miguel Fire Department

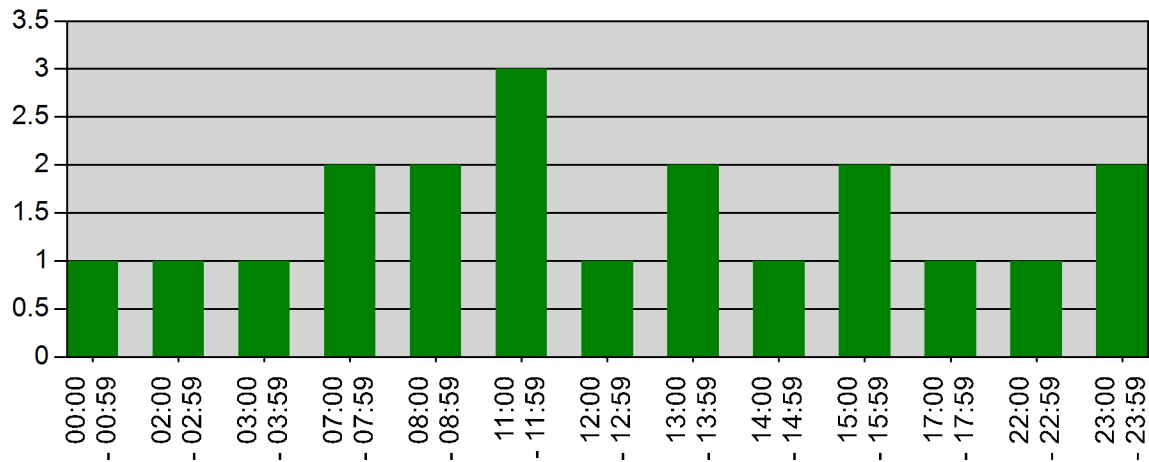
San Miguel, CA

This report was generated on 10/15/2026 8:59:15 AM



Incidents by Hour for Zone for Date Range

Zone: All Zones | Start Date: 09/01/2026 | End Date: 09/30/2026



TIME	COUNT
00:00 - 00:59	1
02:00 - 02:59	1
03:00 - 03:59	1
07:00 - 07:59	2
08:00 - 08:59	2
11:00 - 11:59	3
12:00 - 12:59	1
13:00 - 13:59	2
14:00 - 14:59	1
15:00 - 15:59	2
17:00 - 17:59	1
22:00 - 22:59	1
23:00 - 23:59	2

Only REVIEWED incidents included



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San Miguel Fire Department

San Miguel, CA

This report was generated on 10/15/2026 9:00:08 AM



Average (Dispatch-Turnout-Response) Times per Zone per Major Incident Type

Start Incident Type: 100 | End Incident Type: 911 | Zone: All Zones | Start Date: 09/01/2026 | End Date: 09/30/2026

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
Zone: AAS - Auto Aid South					
Rescue & Emergency Medical Service					
Lights and Sirens		8:30	0:00	3:15	11:45
Zone: AAW - Auto Aid West					
Rescue & Emergency Medical Service					
Lights and Sirens		8:00	0:00	4:00	12:00
Zone: CSD - CSD Limits					
Rescue & Emergency Medical Service					
Lights and Sirens		3:40	0:00	1:40	5:20
No Lights or Sirens		3:00	0:00	1:00	4:00
Good Intent Call					
Lights and Sirens		1:00	0:00	5:00	6:00
False Alarm & False Call					
Lights and Sirens		0:30	0:00	1:30	2:00
Zone: MAE - Mutual Aid East					
Fires					
Lights and Sirens		20:00	0:00	2:00	22:00
Zone: MH - Mission Heights					
Rescue & Emergency Medical Service					
Lights and Sirens		4:00	0:00	2:00	6:00
No Lights or Sirens		3:00	0:00	4:00	7:00
Zone: Ter - San Lawerance Terrace					
Rescue & Emergency Medical Service					
Lights and Sirens		7:00	0:00	1:00	8:00

CFAI Compliant - Report calculates the average time difference between (ALARM to DISPATCH = Avg Dispatch) and (DISPATCH to ENROUTE = Avg Turnout) and (ALARM to ARRIVAL = Avg Response). Only REVIEWED incidents are included. When no data is provided for ENROUTE times this report makes the assumption it is the same as the Dispatch Time

San Miguel Fire Department

San Miguel, CA

This report was generated on 10/15/2026 9:01:06 AM



Average Number of Responding Personnel per Incident Type for Date Range

StartDate: 09/01/2026 | EndDate: 09/30/2026

INCIDENT TYPE	AVG. # PERSONNEL
140 - Natural vegetation fire, other	2
321 - EMS call, excluding vehicle accident with injury	2
322 - Motor vehicle accident with injuries	2
611 - Dispatched & cancelled en route	2
671 - HazMat release investigation w/no HazMat	2
735 - Alarm system sounded due to malfunction	4

Reviewed Incidents only.



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San Miguel Fire Department

San Miguel, CA

This report was generated on 10/15/2026 9:02:05 AM



Incident Count by Weekday and Hour for Zone for Shift for Date Range

Personnel: All Personnel | Shift(s): All Shifts | Zone: All Zones | Start Date: 09/01/2026 | End Date: 09/30/2026

Hour	Sun	Mon	Tue	Wed	Thu	Fri	Sat
00:00	1	0	0	0	0	0	0
01:00	0	0	0	0	0	0	0
02:00	0	0	0	1	0	0	0
03:00	0	0	0	1	0	0	0
04:00	0	0	0	0	0	0	0
05:00	0	0	0	0	0	0	0
06:00	0	0	0	0	0	0	0
07:00	0	0	1	1	0	0	0
08:00	0	1	0	1	0	0	0
09:00	0	0	0	0	0	0	0
10:00	0	0	0	0	0	0	0
11:00	0	0	1	1	0	0	1
12:00	0	1	0	0	0	0	0
13:00	0	0	0	0	0	2	0
14:00	0	0	0	1	0	0	0
15:00	1	0	1	0	0	0	0
16:00	0	0	0	0	0	0	0
17:00	0	0	1	0	0	0	0
18:00	0	0	0	0	0	0	0
19:00	0	0	0	0	0	0	0
20:00	0	0	0	0	0	0	0
21:00	0	0	0	0	0	0	0
22:00	0	1	0	0	0	0	0
23:00	0	0	1	0	0	1	0
Total Responses for Day	2	3	5	6	0	3	1
% of Responses for Day	50.00%	33.33%	20.00%	16.67%	0	66.67%	100.00%
% of Responses for Week	10.00%	15.00%	25.00%	30.00%	0.00%	15.00%	5.00%

Hour	Total per Hour	Percent
00:00	1	5.00%
01:00	0	0.00%
02:00	1	5.00%
03:00	1	5.00%
04:00	0	0.00%
05:00	0	0.00%
06:00	0	0.00%
07:00	2	10.00%
08:00	2	10.00%
09:00	0	0.00%
10:00	0	0.00%
11:00	3	15.00%
12:00	1	5.00%
13:00	2	10.00%
14:00	1	5.00%
15:00	2	10.00%
16:00	0	0.00%
17:00	1	5.00%
18:00	0	0.00%
19:00	0	0.00%
20:00	0	0.00%
21:00	0	0.00%
22:00	1	5.00%
23:00	2	10.00%
Total	20	100.00%

Incident Count by Weekday and Hour for Zone, for Shift and Date Range. Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Maximum call volumes for each day are shown with a RED background, and maximum call volumes for each hour are shown with a BLUE background. "% of Responses for Day" indicates the maximum hourly call volume as percentage of total calls for the day of the week. "% of Responses for Week" indicates the total number of calls for the day of the week as a percentage of total calls.

San Miguel Fire Department

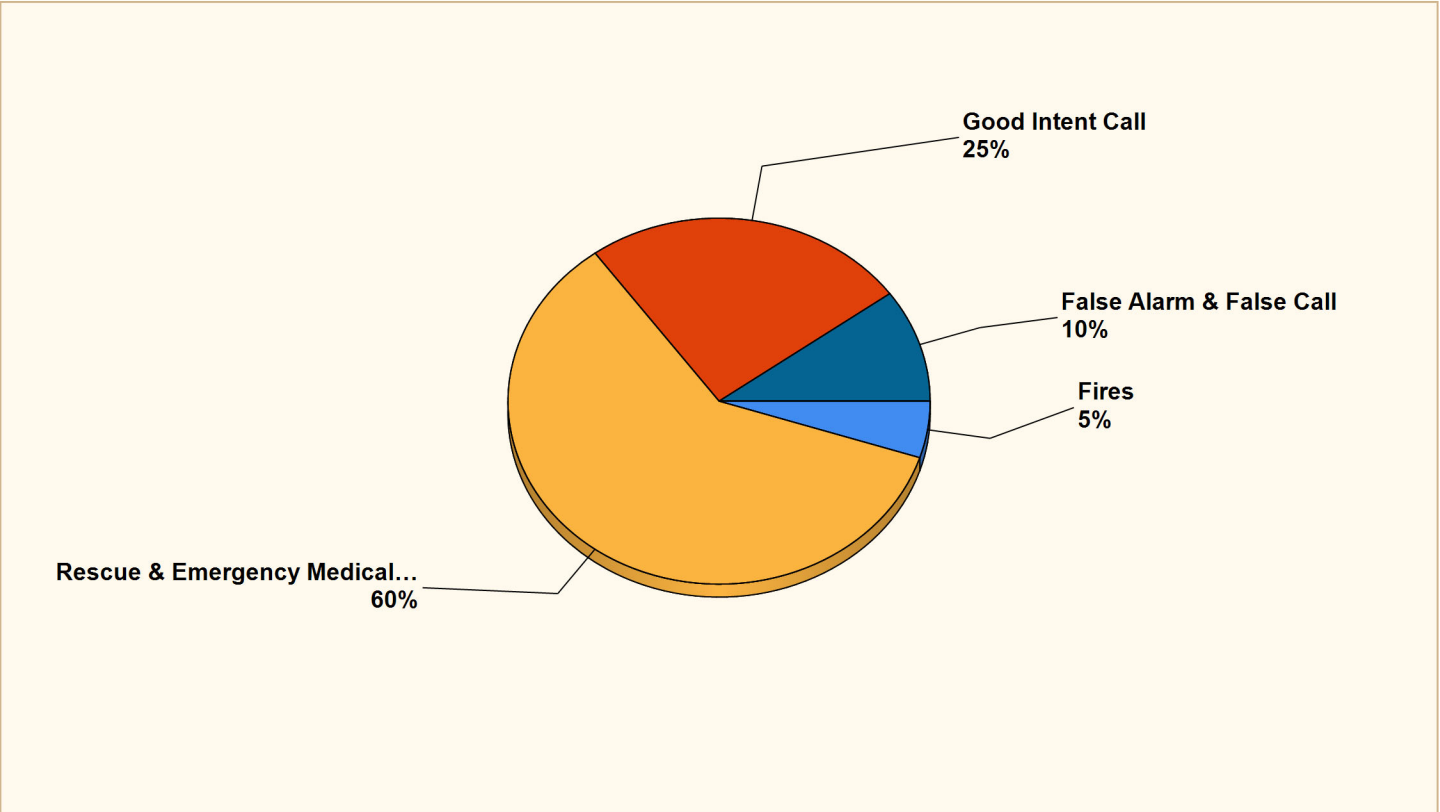
San Miguel, CA

This report was generated on 10/15/2026 9:02:59 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2026 | End Date: 09/30/2026



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	5%
Rescue & Emergency Medical Service	12	60%
Good Intent Call	5	25%
False Alarm & False Call	2	10%
TOTAL	20	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
140 - Natural vegetation fire, other	1	5%
321 - EMS call, excluding vehicle accident with injury	10	50%
322 - Motor vehicle accident with injuries	2	10%
611 - Dispatched & cancelled en route	4	20%
671 - HazMat release investigation w/no HazMat	1	5%
735 - Alarm system sounded due to malfunction	1	5%
745 - Alarm system activation, no fire - unintentional	1	5%
TOTAL INCIDENTS:	20	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



CA - San Miguel CSD & Fire Department

Monthly Report

SEPTEMBER 1 – SEPTEMBER 30, 2026
YTD: JAN 1 – SEP 30, 2026 | LIFETIME SINCE: NOV, 2025

Safety Impact

Drivers Alerted	Driver Speed Reduction		
258	6.6%	8.2%	19.2%
YTD: 4,335 LIFETIME: 4,335	All Safety Cloud	My State	Similar Organizations

Responder-to-Responder (R2R)

R2R Alerts Sent	R2R Alerts Received
0	0
YTD: 0 LIFETIME: 0	YTD: 0 LIFETIME: 0

Event Totals

Incidents	Average Time On-scene
27	15.3 min
YTD: 418 LIFETIME: 418	YTD: 18.4 min LIFETIME: 18.4 min

Response Totals

Runs	Responding Time	Average Time-to-Scene
28	153 min	5.5 min
YTD: 314 LIFETIME: 314	YTD: 1,193 min LIFETIME: 1,193 min	YTD: 3.8 min LIFETIME: 3.8 min

CA - San Miguel CSD & Fire Department

Monthly Report

SEPTEMBER 1 – SEPTEMBER 30, 2026

YTD: JAN 1 – SEP 30, 2026 | LIFETIME SINCE: NOV, 2025

HAAS ALERT



Glossary

Drivers Alerted

Total drivers alerted; based on HAAS Alert enabled applications.

Driver Speed Reduction

Average reduction in speed of the first vehicle receiving an alert from a stationary event / incident, where information is available. Excludes mobile navigation applications.

All Safety Cloud

Average across all Safety Cloud organizations.

My State

Average across all Organizations in your state. "-" indicates not enough data available in your state to provide a statistically significant percentage.

Similar Organizations

Average across all Organizations similar to yours (e.g., fire departments, towing operators, maintenance fleets).

R2R Alerts Sent

Total number of Responder-to-Responder Alerts sent to nearby emergency vehicles.

R2R Alerts Received

Total number of Responder-to-Responder Alerts received by your emergency vehicles.

Incident Totals

Total number of times at least one vehicle arrived on-scene with lights engaged for 30 seconds.

Average Time On-Scene

Average time duration per incident.

Run Totals

Total times a vehicle was dispatched to an incident with lights engaged for at least 30 seconds.

Response Time Totals

Total time vehicles/apparatus spent traveling to dispatched calls with lights engaged.

Average Time-to-Scene

Average time it took for a dispatched vehicle to arrive on-scene.

**Board of Directors
Staff Report**

October 22, 2026

AGENDA ITEM: 9.1

SUBJECT: 9-24-2026 Draft San Miguel CSD Board of Directors regular meeting minutes (**Approve by 3/5 vote**) (Pg. 25-38)

SUGGESTED ACTION: Receive and file

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Tamara Parent



BOARD OF DIRECTORS

Ashley Sangster, President Brendin Beatty, Vice-President
Rod Smiley, Director Owen Davis, Director

REGULAR MEETING MINUTES

6:00 P.M. Opened Session

SMCSD Boardroom 09-24-2026

1. Call to Order:

At: 6:00 PM

2. Roll Call: *Rod Smiley, Brendin Beatty, Owen Davis*

ABSENT: *Ashley Sangster*

3. Approval of Regular Meeting Agenda:

Motion By: Rod Smiley

Second By: Brendin Beatty

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

4. Pledge of Allegiance:

Lead by Director Davis

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

None

6. Special Presentations/Public Hearings/Other:

1. Presentation on status of current District projects

Receive presentation on the status of current District projects for all funds.

General Manager Kelly Dodds asked if the Board of Directors would like to table this item due to the absence of Director Sangster. General Manager Kelly Dodds explained that Director Sangster was one of the Directors that asked for this item.

Board Comment: None

Public Comment: None

Consensus of the Board is to table this item to the October 22, 2026 Board Meeting

7. Non- District Reports:

1. San Luis Obispo County Organizations

Verbal/Report

None; San Luis Obispo County Sheriff Commander Arauza provided the August 2026 Calls For Service report for San Miguel via email.

Board Comment: None

Public Comment: None

2. Community Service Organizations

Verbal

None

Board Comment: None

Public Comment: None

3. Camp Roberts—Army National Guard Contact information: Keba Baird PIO CA

Camp Roberts/Camp San Luis - Email: keba.m.baird.nfg@army.mil Phone: 805-238-8286 Mobile: 805-610-6742

none

None

Board Comment: None

Public Comment: None

8. Staff & Committee Reports - Receive & File:

1. General Manager (Pg. 5)

Receive report

General Manager Kelly Dodds submitted report as written, with nothing to add.

Public Comment: None

Board Comment: None

2. District Counsel

Receive verbal report

Nothing to report

Public Comment: None

Board Comment: None

3. District Utilities (Pg. 6-9)

Receive and file

Item was presented by General Manager Kelly Dodds who updated the Board that sludge removal had been completed and ended up with a total of 347 Dry Tons.

Board Comment: Director Davis asked if it came within budget. General Manager Kelly Dodds explained that the actual tonnage was less then estimated is this approved resolution.

Public Comment: None

After reopening of item:

Board Comment: Director Davis asked about the "Machado Wastewater Treatment Facility Upgrade and Expansion related projects WWTF upgrade and expansion status: Design Nearing 100% plan completion" wanting to make sure the "building" was removed. General Manager Kelly Dodds explained again that the building was removed from the

plans, and the Board approved a change order resolution to pay for removing the building from the plans.

Public Comment: Raynette Martines a San Miguel resident spoke about how much time is wasted monthly answering questions from Director Davis that have already been answered over and over, saying that it is a waste of time.

4. Fire Chief Report (Pg. 10-25)

Receive and File

Item was presented by Fire Chief Scott Young who submitted report as written and updated the Board of Directors that the Fire Department had received three BKR 5000 Radios from the Homeland Security Grant. Fire Chief Scott Young announced that he was contacted by Congressman Jimmy Panetta's office asking to have an onsite press conference on Tuesday September 29th at 10:00 AM for the San Miguel FEMA Grant award, and all Directors were invited to attend.

Board Comment: Director Beatty asked for clarification on the time.

Director Davis asked Director Beatty if he skipped the District Utilities report, Director Beatty and General Manager Kelly Dodds reminded Director Davis that he asked a question about sludge removal during the District Utilities report.

Public Comment: None

9. Consent Calendar:

Director Davis asked to pull item 9.1 for discussion.

After discussion and explanations that they were on the item to approve the 8-27-2026 Board Meeting Minutes it was determined that Director Davis wanted to go back to item 8.3 and 8.4 because he had other questions. Deputy General Counsel explained that the Vice President would need to call a vote on reopening those items back up, and if the discussion was not about the accuracy of the Minutes it was not relevant to the item. Discussion ensued, and General Manager Kelly Dodds recommended that Director Davis just ask his questions.

1. 8-27-2026 Draft San Miguel CSD Board of Directors regular meeting minutes (Approve by 3/5 vote) (Pg. 26-38)

Receive and file

Public Comment: None

Board Comment: None

Motion By: Rod Smiley

Second By: Brendin Beatty

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

10. Board Action Items:

1. Continued from August 27th 2026 Board Meeting

Monthly claim detail and investment reports for July 2026 (Recommend receive and

file by Board consensus)

When ancillary reports area provided, they are for reference only and are subject to change.

(Pg. 39-92)

Please *Review, Receive and File* the claim detail and investment reports.

When ancillary reports area provided, they are for reference only and are subject to change.

Item was presented by General Manager Kelly Dodds who explained that this item was brought back due to a discrepancy on the Tank Inspection and Coating Repair project cost. The discrepancy was fixed and the July Staff Report is now ready to receive and file.

Board Comment: Director Davis asked how the Tank Road Maintenance was going. General Manager Kelly Dodds explained that the Board approved the Geo Services and Environmental work, the Geo Services work was completed, and the Environmental work is still in process.

Director Davis asked what the lease payment amount was and why the District paid the Property Taxes for the leased Fire Department Temporary Housing Unit (THU). General Manager Kelly Dodds explained that the District paid the additional property tax. Fire Chief Scott Young explained that the lease is five thousand dollars a year and per the lease agreement the District pays the additional property taxes after it was reassessed.

Public Comment: None

Consensus of the Board is to receive and file July 2026 Financials

Motion By: Rod Smiley

Second By: Brendin Beatty

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

2. Monthly claim detail and investment reports for August 2026 (Recommend receive and file by Board consensus)

When ancillary reports area provided, they are for reference only and are subject to change.

(Pg. 93-141)

Please *Review, Receive and File* the claim detail and investment reports.

When ancillary reports area provided, they are for reference only and are subject to change.

Item was presented by General Manager Kelly Dodds submitting report as written and recommending the Board receive and file claims detail and investment report for August 2026.

Public Comment: None

Board Comment: None

Consensus of the Board is to receive and file August 2026 Financials

Motion By: Brendin Beatty

Second By: Rod Smiley

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

3. Letter of Support — County of San Luis Obispo, FY 2027-28 Sustainable Transportation Planning Grant Application, "San Miguel Rail Corridor Safety & Access Study" (Board Consensus)(Pg. 142-144)

Authorize the General Manager to submit the attached letter of support for the County of San Luis Obispo, FY 2027-28 Sustainable Transportation Planning Grant Application, "San Miguel Rail Corridor Safety & Access Study"

Item was presented by General Manager Kelly Dodds who explained that this is a letter of support requested by the County of San Luis Obispo from the District in support of the grant and planning effort for a study "San Miguel Rail Corridor Safety & Access Study".

Public Comment: Kathy Shuder, a San Miguel resident asked about 16th Street, and what was being proposed. General Manager Kelly Dodds explained that there is a pedestrian crossing there now, and that the County is doing a study for rail safety and access.

Board Comment: None

Motion By: Brendin Beatty

Second By: Rod Smiley

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

4. Approval of REVISED Resolution 2026-40, previously approved by a vote of 4-0-1 at the August Board meeting, to correct contract totals for change orders #1 & #2 to the existing contract with Electricraft Inc. from \$16,393.67 to \$17,128.90 for the Machado WWTF Switchgear and Service project. (Approve by 3/5 vote) (Pg. 145-194)

1) Approve REVISED Resolution 2026-40 correcting the previously approved change order contract total amount from \$16,393.67 to \$17,128.90 for change orders #1 & #2 with Electricraft Inc. for the previously approved Switchgear and Service project.

2) Authorize a revised budget adjustment in an amount of \$17,128.90 to object 40-588 (WWTF Construction) for the FY26-27 budget.

Item was presented by General Manager Kelly Dodds who explained that there was a calculation error on Resolution 2026-40 and this resolution corrects that error and the total correct amount is \$17,128.90. It was explained that this was being brought back for transparency correction on the resolution.

Public Comment: None

Board Comment: None

Motion By: Rod Smiley

Second By: Brendin Beatty

Motion: To Approve Revised Resolution 2026-40

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

5. Approve a contract with Lindemans Trucking & Construction for the loading and hauling of sludge from the Machado WWTF per the attached proposal and approve a budget adjustment of \$60,000 for hauling, tipping fees and special handling fees by Resolution. (Approve by 3/5 vote) (Pg. 195-199)

1) Authorize the General Manager to execute a contract with Lindemans Trucking and Construction to load and haul sludge from the Machado WWTF per the attached proposal with an estimated total contract amount of \$12,000.

2) Authorize a Budget adjustment for hauling and landfill fees in an amount of \$60,000 to increase expense object 40-583 to the FY 26-27 budget.

Item was presented by General Manager Kelly Dodds who explained that the District performed sludge removal from two of the treatment ponds at the Machado WWTF from July to September 2026 under a contract with P&H Senesac. This removal culminated in the stockpiling of approximately 390 dry tons of sludge that need to be hauled to the Paso Robles Landfill for final disposal. The contract with P&H Senesac did not include hauling off the dewatered sludge. Two contractors were solicited for proposals to haul the sludge to the landfill, Lindemans Trucking and Construction, and Viborg Sand and Gravel. Lindemans provided the lowest per trip cost to load and haul the sludge at \$425 per trip. It was also explained that there is disposal and special handling fees at the Paso Robles landfill, that is not part of the Lindemans proposal. General Manager Kelly Dodds explained that this needs to be done as soon as possible to stay in compliance with the State Water Board and before the rain.

Board Comment: Director Beatty asked how this was being paid. General Manager Kelly Dodds explained that it would be coming out of the Wastewater Budget - Pond maintenance. Director Beatty asked about Viborg quote. General Manager Kelly Dodds explained that their quote was more per load.

Director Davis said that he thought that P&H Senesac was supposed to remove the dry matter per their contract. General Manager Kelly Dodds explained that P&H Senesac did propose trucking, but the cost was \$800 a load, and the District did not accept that part of the proposal. It was explained that Lindemans is the lowest bidder.

Director Beatty asked for clarification on how long it will take to remove the dry sludge. General Manager Kelly Dodds clarified that he thinks that it will take about two weeks.

Director Davis asked how many trucks Lindemans had to haul with and would like to know the whole cost that was paid to P&H Senesac. General Manager Kelly Dodds explained that he thought that they had two trucks.

Director Davis explained that he still feels that the P&H Senesac contract included hauling. *After the first motion failed discussion ensued about the time sensitivity of this item.*

Public Comment: None

Motion By: Brendin Beatty

Second By: Rod Smiley

Motion: To Approve Failed

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis		X		
Ashley Sangster				X

Motion By: Brendin Beatty

Second By: Rod Smiley

Motion: To Approve Resolution 2026-41

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

6. Authorize the General Manager to execute a contract with Swift Tectonics Inc. for mitigation to Percolation Ponds #1 and #3 in an amount not to exceed \$25,000 by Resolution. (Approve by 3/5 Vote) (Pg. 200-203)

Authorize the General Manager to execute a contract with Swift Tectonics Inc. in an amount not to exceed \$25,000 to perform mitigative work on Ponds #1 and #3.

Item was presented by General Manager Kelly Dodds who explained that this item was to authorize a contract with Swift Tectonics for mitigation to Percolation Ponds #1 & #3. It was explained that The District contracted with Scheevel Engineering to assess the condition of the existing percolation ponds at the Machado WWTF, which they have been doing for the past several months. They have recently provided their recommendation on initial mitigation of Percolation Pond #1 (North) and #3 (South). For Pond #1 they recommend removing the top 3-4 inches of deposited solids to prevent them from filtering into the base material and causing future clogging. For Pond #3 they are recommending removing the top 2 feet of material over half the pond and test the overall performance of that pond. General Manager Kelly Dodds explained that this is time sensitive and needs to be done before it starts raining.

Board Comment: Director Beatty asked if they would be stockpiling the dirt. General Manager Kelly Dodds explained that the dirt will be put by the solar field.

Director Davis asked what exactly Viborg did to Pond #2. General Manager Kelly Dodds explained what Viborg did to Pond #2 previously. Discussion ensued.

Public Comment: None

Motion By: Rod Smiley

Second By: Owen Davis

Motion: To Approve Resolution 2026-42

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			

Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

7. **Authorize the General Manager to execute a contract with GCIS not to exceed \$25,000 for purchase, installation and configuration of well level monitoring equipment in all monitoring wells at the Machado WWTF and authorize a budget adjustment to the FY 26-27 budget in an equal amount by Resolution. (Approve by 3/5 Vote) (Pg. 204-206)**

Authorize the General Manager to execute a contract with GCIS not to exceed \$25,000 for purchase, installation and configuration of well level monitoring equipment in all monitoring wells at the Machado WWTF and authorize a budget adjustment to the FY 26-27 budget in an equal amount.

Item was presented by General Manager Kelly Dodds who explained that this item is to authorize a contract with GCIS not to exceed \$25,000 for purchase, installation and configuration of well level monitoring equipment in all monitoring wells at the Machado Wastewater Treatment Facility (WWTF) and authorize a budget adjustment to the FY 26-27 budget in an equal amount. General Manager Kelly Dodds explained that GCIS would install level transducers and temperature monitors in the five monitoring wells that were completed a few months ago. General Manager Kelly Dodds clarified that this data would help with determining what is going on in the WWTF with mounding and percolations rates and will help with building new percolation ponds and/or other options.

Board Comment: Director Beatty asked what account this was being paid from. General Manager Kelly Dodds explained that the funds are out of Wastewater general operating funds.

Director Davis asked for clarification on how many wells there were at the WWTF. General Manager Kelly Dodds explained that there are currently six wells, one of those is very shallow and presumed to have collapsed and will need to be removed. One new well will be drilled on the CSD's new property. Discussion ensued.

Director Beatty asked if there was any maintenance that would be required? General Manager Kelly Dodds explained that there is some maintenance required, but that it in general is pretty maintenance free. It was explained that they run off batteries, and it has been proposed that the District could install solar panels for the monitoring equipment. Discussion ensued between battery life and solar panels.

Director Davis asked if there was this kind of monitoring on the water wells, and how deep the monitoring wells were drilled at WWTF. General Manager Kelly Dodds explained that all of the water wells have the same kind of monitoring, and that the wells varied between 40 and 60 feet.

Public Comment: None

Motion By: Rod Smiley

Second By: Brendin Beatty

Motion: To Approve Resolution 2026-43

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			

Ashley Sangster				X
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8. Review and approve a proposal by Water System Consulting (WSC) to continue providing District Engineering services for a period of five years by Resolution. (Approve by 3/5 Vote) (Pg. 207-213)

Authorize the General Manager to execute a professional services agreement with Water System Consulting (WSC) to provide District Engineering services.

Item was presented by General Manager Kelly Dodds who explained that this item is to Authorize the General Manager to execute a professional services agreement with Water System Consulting (WSC) to provide District Engineering services for another 5 years. It was explained that the current contract ends in October, and General Manager Kelly Dodds explained that he feels that WSC has a very capable staff and would like to continue working with them. Discussion on terms ensued.

Board Comment: Director Davis asked for clarification on the 3% increase in the terms. General Manager Kelly Dodds explained that they are proposing a yearly increase up to 3% but it would stay at least 15% below their standard rate.

Public Comment: None

Motion By: Rod Smiley

Second By: Brendin Beatty

Motion: To Approve Resolution 2026-44

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

9. Approve a contract amendment with Water System Consulting (WSC) for continued program management support for the Machado WWTF Upgrade and Expansion project in a not to exceed amount of \$238,630 by Resolution. (Approve by 3/5 vote) (Pg. 214-223)

Authorize the General Manager to execute a contract amendment with Water System Consulting (WSC) in a not to exceed amount of \$238,630 for continued program management support for the Machado WWTF Upgrade and Expansion project through the proposed completion of the project by resolution.

Item was presented by General Manager Kelly Dodd explained that this item is to have WSC continue program management support for the Machado WWTF Upgrade and Expansion project through the proposed completion of the project. It was explained that the project is transitioning to construction and their assistance to the District will be more defined and limited but just as important, they will continue to provide project management as the District representative, provide bidding and design support and coordination with the Construction Manager (CM) and Engineer of Record (EOR), provide funding and financing support through the term of the Grant to ensure compliance and accurate reporting. They will continue to provide permitting support for the various permits currently in progress and that are yet to be started for the plant, and to a lesser degree provide engineering support during construction for the District to resolve engineering issues on behalf of the District where there is differing opinion from the CM and EOR.

Board Comment: Director Beatty asked what fund this would be paid from. General

Manager Kelly Dodds explained that it is included in the grant, and the cost would be reimbursed to the District.

Director Davis asked who was paying before the District gets the grant funds. General Manager Kelly Dodds clarified that the District pays and then the District is reimbursed from the grant by the State.

Public Comment: None

Motion By: Brendin Beatty

Second By: Rod Smiley

Motion: To Approve Resolution 2026-45

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

10. Approve a Contract Amendment (CA#1) with Water System Consulting (WSC) to the existing contract for the Sanitary Sewer Lining and Manhole Rehabilitation planning project in a not exceed amount of \$57,582 by Resolution. (Approve by 3/5 Vote) (Pg. 224-233)

Authorize the General Manager to execute a contract amendment with WSC for the Sanitary Sewer Lining and Manhole Rehabilitation planning project in a not to exceed amount of \$57,582 by resolution to develop plans and specifications for the additional out of scope work.

Item was presented by General Manger Kelly Dodds and explained that this is to execute a contract amendment (CA) with WSC for the Sanitary Sewer Lining and Manhole Rehabilitation planning project. This is CA#1 and through the development of the project it was determined that the UPRR undercrossing at 11th Street would need to be replaced. The best and most reasonable option is to replace the undercrossing with a new main from 11th Street to 15th Street on Mission Street. The design of this line is outside the scope of the original agreement but is within the scope of the grant. The proposal provided by WSC outlines the proposed scope for the amendment and is eligible for reimbursement through the CWSRF grant. Discussion ensued.

Board Comment: Director Davis asked if there is an existing line going down Mission Street currently and asked where it was located. General Manager Kelly Dodds explained that there is a line in Mission Street from 11th Street to the Fire Station and then from Mission Market on 14th Street and Mission Street to 15th Street. It was clarified that there is no continuous line down Mission Street and that the new line would replace the line going to the Fire Station and would go all the way down to 15th Street. The new line would not replace the line that is already there for the Mission Market, Tattoo Parlor, and the one house on that side of the street. General Manager Kelly Dodds explained that the new line would have to go down the middle of Mission Street because at 14th Street there is a storm drain that it must cross and it has to be deep enough. Discussion ensued.

Director Davis said that he thinks that the Eastside of Mission Street would be developed, in the future. General Manager Kelly Dodds clarified that he does not think that the District would have enough funding to put this line in on it's own, and feels that the plans will be developed and if the property on Mission Street is developed then they will need to pay a portion of that.

Director Davis asked about where the water line was in that area. General Manager Kelly Dodds clarified that there is no water line down Mission Street other than to the Fire Station, and that the water lines were in the alley. If Mission Street gets developed the developer would need to put in the water line.

Public Comment: Raynette Martines a San Miguel resident spoke about it being a very good opportunity and would like to see that area developed for the future of San Miguel.

Motion By: Brendin Beatty

Second By: Rod Smiley

Motion: To Approve Resolution 2026-46

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

11. Authorize purchase of two (2) Generac Generators in an amount of \$596,310 (\$556,000 plus estimated sales tax) to meet specifications for the Machado WWTF upgrade and expansion and authorize associated budget adjustment by Resolution. (Approve by 3/5 vote) (Pg. 234-243)

Authorize the General Manager to purchase two (2) Generac Generators and Transfer Switches in an amount of \$596,310 (\$556,000 plus estimated sales tax) to meet specifications for the Machado WWTF upgrade and expansion and associated budget adjustment.

Item was presented by General Manager Kelly Dodds who explained that this item was to authorize the purchase of two Generac Generators. It was clarified that the Board has already taken steps toward this end by authorizing a contract amendment with Wallace Group Inc. to take the generators out of the General Construction scope, and to be provided by Owner. Competitive pricing is available through Sourcewell. Sourcewell provides competitively solicited pricing and contracts for government agencies throughout the country. By utilizing the Sourcewell platform the District is saving approximately \$25,000 over base pricing and approximately two to three months of time in the procurement process. Additionally, by purchasing directly the District is saving approximately \$89,446 in markup avoidance. Together the District is saving approximately \$114,446 by purchasing the generators directly. The costs for unloading and installation will still be incurred as they would have been regardless of the purchase type. As this project is funded through the Clean Water State Revolving Fund Grant any savings, such as what is proposed, will help keep the project within the approved grant amount.

Board Comment: Director Davis asked if the generators would start automatically. General Manager Kelly Dodds explained that it is an automatic start up if there is a power outage. Discussion ensued.

Public Comment: None

Motion By: Rod Smiley

Second By: Brendin Beatty

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
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Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

12. Authorize the release of the Machado WWTF upgrade and expansion construction project for competitive bidding per District policy, state law, and grant requirements. (Approve by 3/5 vote) (Pg. 244)

Authorize the release of Bid documents, plans and specifications for the Machado WWTF upgrade and expansion construction project for competitive bidding per District policy, state law, and grant requirements.

Item was presented by General Manager Kelly Dodds who explained that the District received a CWSRF grant award for the upgrade and expansion of the Machado WWTF in early 2026. As part of this project the Board awarded a contract for the installation of the new service and switchgear to support the treatment plant and solar array ahead of the 2027 deadline for NEM 2.0. This RFP is for the construction of the Machado WWTF upgrade and expansion project per plans and specifications provided in the attached link. Plans and additional information will be available at the following link once the RFP is approved for release. <https://www.projectsasap.com/projects/public>

General Manager Kelly Dodds clarified where the bid packet would be released and/or sent out directly.

Board Comment: Director Davis asked if this RFP was for the construction work. General Manager Kelly Dodds clarified that this item is just to approve the release of the RFP.

Public Comment: None

Motion By: Rod Smiley

Second By: Brendin Beatty

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster				X

11. Board Comment:

Director Smiley asked to have a future agenda item to discuss running utilities down Mission Street. Seconded by Director Beatty.

Director Beatty asked about the projected El Nino, and the Mission Gardens Booster Pump.

General Manager Kelly Dodds explained that the electrical box had been raised, and that he will be monitoring it when it is raining. Discussion ensued.

Director Davis asked about having the San Miguel posting board on next agenda. General Manager Kelly Dodds explained that it is already on the list and that he is collecting information from the County of San Luis Obispo.

12. Adjournment to Next Regular Meeting:

At: 7:18 PM

As per Chapter 10.9 of the SMCSO Board Member Handbook, meeting minutes reflect actions

taken and are not a complete record. Please visit the SMCSD website:
<https://www.sanmiguelcsd.org/subscribe-for-monthly-board-meeting-agendas>

**Board of Directors
Staff Report**

October 22, 2026

AGENDA ITEM: 10.1

SUBJECT: Monthly claim detail and investment reports for September 2026 (**Recommend receive and file by Board consensus**)

When ancillary reports area provided, they are for reference only and are subject to change.
(Pg. 39-61)

SUGGESTED ACTION: Please *Review, Receive and File* the claim detail and investment reports. When ancillary reports area provided, they are for reference only and are subject to change.

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Michelle Hido

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12879	51037S	115 2SAFE CONSULTING, INC	2,000.00						
1	09/01/26	EH&S AUG SUPPORT, ONGOING	1,000.00*			40 64000	348		10205
4137									
2	09/01/26	EH&S AUG SUPPORT, ONGOING	1,000.00*			50 65000	348		10205
4137									
Total for Vendor:			2,000.00						
12869	51038S	743 API ATLAS PERFORMANCE	2,200.00						
1	09/02/26	SEP CSD OFFICE TRAILER RENTAL	110.00			30 63000	949		10205
RI160837									
2	09/02/26	SEP CSD OFFICE TRAILER RENTAL	990.00			40 64000	949		10205
RI160837									
3	09/02/26	SEP CSD OFFICE TRAILER RENTAL	990.00			50 65000	949		10205
RI160837									
4	09/02/26	SEP CSD OFFICE TRAILER RENTAL	110.00			60 66000	949		10205
RI160837									
Total for Vendor:			2,200.00						
12888	-98360E	714 AT&T MOBILITY	290.55						
FIRE CELL PHONES									
1	09/02/26	AUG FIRE CELL PHONE - SM FIRE	47.27			20 62000	465		10205
09102026									
2	09/02/26	AUG FIRE CELL PHONE - YOUNG	52.32			20 62000	465		10205
09102026									
3	09/02/26	AUG FIRE DISPATCH SERVICE PROG	190.96			20 62000	465		10205
09102026									
Total for Vendor:			290.55						
12928	-98351E	98 B.R.I.	206.09						
1	09/09/26	HSA PR DEDUCTION TO BRI	35.50*			20 62000	208		10255
2	09/09/26	HSA PR DEDUCTION TO BRI	7.52			30 63000	208		10255
3	09/09/26	HSA PR DEDUCTION TO BRI	77.77*			40 64000	208		10255
4	09/09/26	HSA PR DEDUCTION TO BRI	78.03*			50 65000	208		10255
5	09/09/26	HSA PR DEDUCTION TO BRI	7.27			60 66000	208		10255

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12929	-98350E	98 B.R.I.	206.09						
1	09/22/26	HSA PR DEDUCTION TO BRI	35.50*			20 62000	208		10255
2	09/22/26	HSA PR DEDUCTION TO BRI	7.52			30 63000	208		10255
3	09/22/26	HSA PR DEDUCTION TO BRI	77.77*			40 64000	208		10255
4	09/22/26	HSA PR DEDUCTION TO BRI	78.03*			50 65000	208		10255
5	09/22/26	HSA PR DEDUCTION TO BRI	7.27			60 66000	208		10255
		Total for Vendor:	412.18						
12863	51039S	101 BENEFIT RESOURCE, LLC	150.00						
1	08/31/26	FSA ADMINISTRATION AUG 2026	51.00*			20 62000	208		10205
1173043									
2	08/31/26	FSA ADMINISTRATION AUG 2026	3.00			30 63000	208		10205
1173043									
3	08/31/26	FSA ADMINISTRATION AUG 2026	43.50*			40 64000	208		10205
1173043									
4	08/31/26	FSA ADMINISTRATION AUG 2026	49.50*			50 65000	208		10205
1173043									
5	08/31/26	FSA ADMINISTRATION AUG 2026	3.00			60 66000	208		10205
1173043									
		Total for Vendor:	150.00						
12880	51040S	138 BESSER GARAGE DOORS	2,250.00						
1	08/21/26	BAY 2 DR REPAIR/REPLACE OPENER	2,250.00			20 62000	352		10205
274322161									
		Total for Vendor:	2,250.00						
12884	51051S	119 BKF ENGINEERS	13,226.25						
1	09/09/26	2026-07 SLT BOOSTER PUMP DESGN	13,226.25			50 65000	961		10205
26090833									
		Total for Vendor:	13,226.25						
12915	51057S	631 CALIFORNIA SCHOOL BOARDS	4,000.00						
GASB AMM REPORT									
1	08/31/26	GASB Report 25/26 AMM REP	1,360.00			20 62000	325		10205
83382-Q6F2D5									
2	08/31/26	GASB Report 25/26 AMM REP	80.00			30 63000	325		10205
83382-Q6F2D5									

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3	08/31/26	GASB Report 25/26 AMM REP	1,160.00			40 64000	325		10205
83382-Q6F2D5									
4	08/31/26	GASB Report 25/26 AMM REP	1,320.00			50 65000	325		10205
83382-Q6F2D5									
5	08/31/26	GASB Report 25/26 AMM REP	80.00			60 66000	325		10205
83382-Q6F2D5									
Total for Vendor:			4,000.00						
12896 -98359E	416	CALPERS	700.00						
Fees for GASB-68 Reports & Schedules									
Customer ID: 5069981886									
1	09/10/26	GASB-68 Reports & Schedules	350.00			20 62000	325		10255
18423636									
2	09/10/26	GASB-68 Reports & Schedules	17.50			30 63000	325		10255
18423636									
3	09/10/26	GASB-68 Reports & Schedules	157.50			40 64000	325		10255
18423636									
4	09/10/26	GASB-68 Reports & Schedules	157.50			50 65000	325		10255
18423636									
5	09/10/26	GASB-68 Reports & Schedules	17.50			60 66000	325		10255
18423636									
Total for Vendor:			700.00						
12908 -98355E	712	CIO SOLUTIONS	3,321.30						
1	09/11/26	SEP IT SUPPORT CSD & BOD	712.37			20 62000	321		10205
133220-126									
2	09/11/26	SEP IT SUPPORT CSD & BOD	75.82			30 63000	321		10205
133220-126									
3	09/11/26	SEP IT SUPPORT CSD & BOD	732.29			40 64000	321		10205
133220-126									
4	09/11/26	SEP IT SUPPORT CSD & BOD	1,090.59			50 65000	321		10205
133220-126									
5	09/11/26	SEP IT SUPPORT CSD & BOD	51.89			60 66000	321		10205
133220-126									
6	09/11/26	SEP IT SUPPORT BOD SPLIT	160.52			20 62000	321		10205
133220-126									
7	09/11/26	SEP IT SUPPORT BOD SPLIT	16.94			30 63000	321		10205
133220-126									

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8	09/11/26	SEP IT SUPPORT BOD SPLIT	148.54			40 64000	321		10205
133220-126									
9	09/11/26	SEP IT SUPPORT BOD SPLIT	230.44			50 65000	321		10205
133220-126									
10	09/11/26	SEP IT SUPPORT BOD SPLIT	11.90			60 66000	321		10205
133220-126									
11	09/11/26	SEP ER/FIRE PREVENTION	90.00			20 62000	321		10205
133220-126									
Total for Vendor:			3,321.30						
12898	51058S	15 CLEATH-HARRIS GEOLOGISTS, INC	1,194.60						
1	09/09/26	Q3 2026 GROUNDWATER MONITORING	1,194.60			40 64000	355		10205
20260821									
Total for Vendor:			1,194.60						
12916	51059S	429 COUNTY OF SLO- ENV HEALTH	231.00						
1	09/15/26	BACKFLOW PREVENTION	231.00			50 65000	362		10205
IN165374									
Total for Vendor:			231.00						
12855	-98364E	654 CULLIGAN WATER	53.99						
1	08/31/26	AUG WATER DELIVERY	26.99			40 64000	305		10205
714503									
714503									
2	08/31/26	AUG WATER DELIVERY	27.00			50 65000	305		10205
721172									
Total for Vendor:			53.99						
12895	51060S	133 EARTH SYSTEMS	2,647.50						
1	09/15/26	SWITCHGEAR DENSITY TESTING	2,647.50			40 64000	588	20001	10205
863416									
Total for Vendor:			2,647.50						
12881	51052S	139 ELECTRICRAFT, INC	90,674.18						
RES 2026-17									
1	09/04/26	2026-17 WWTF SWITCHBOARD INSTL	90,674.18			40 64000	588		10205
PRJ 26-123									
Total for Vendor:			90,674.18						

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12866	51041S	708 ESO SOLUTIONS INC	3,402.02						
1	07/20/26	2026/27 ER- FIRE & EMS PACKAGE	3,402.02			20 62000	385		10205
ESO-206210									
Total for Vendor:			3,402.02						
12858	51042S	401 FLUID RESOURCE MANAGEMENT	5,708.75						
1	08/27/26	CONTRACT O&M W 07/26	3,420.00			50 65000	361		10205
TW260748									
2	08/27/26	CONTRACT O&M W 07/26	2,288.75			50 65000	651		10205
TW260748									
12859	51042S	401 FLUID RESOURCE MANAGEMENT	8,418.41						
1	08/27/26	CONTRACT OPERATOR- WW 07/26	6,284.66			40 64000	361		10205
TWW260729									
2	08/27/26	CONTRACT COMPLIANCE- WW 07/26	2,133.75			40 64000	651		10205
TWW260729									
12902	-98357E	401 FLUID RESOURCE MANAGEMENT	584,075.58						
1	08/31/26	MBR INSTALL 2	584,075.58			40 64000	588		10205
QB21-0070-2									
12913	51061S	401 FLUID RESOURCE MANAGEMENT	7,060.00						
1	09/18/26	CONTRACT OPERATOR- WW 08/26	4,566.25			40 64000	361		10205
TWW260851									
2	09/18/26	CONTRACT COMPLIANCE- WW 08/26	2,493.75			40 64000	651		10205
TWW260851									
12914	51061S	401 FLUID RESOURCE MANAGEMENT	4,986.75						
1	09/18/26	CONTRACT O&M W 08/26	4,115.50			50 65000	361		10205
TW260855									
2	09/18/26	CONTRACT O&M W 08/26	871.25			50 65000	651		10205
TW260855									
Total for Vendor:			610,249.49						

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12861 1 205881	51043S 08/19/26	77 HAMNER, JEWELL & ASSOC MONITORING WELL 4B	1,202.98 1,202.98*			40 64000	587		10205
12862 1 205899	51043S 08/19/26	77 HAMNER, JEWELL & ASSOC KELLER PROPERTY PURCHASE	5,287.86 2,643.93			40 64000	305		10205
2 205899	08/19/26	KELLER PROPERTY PURCHASE	2,643.93			50 65000	305		10205
12903 1 205968	51062S 09/22/26	77 HAMNER, JEWELL & ASSOC KELLER PROPERTY PURCHASE	4,125.00 2,062.50			40 64000	305		10205
2 205968	09/22/26	KELLER PROPERTY PURCHASE	2,062.50			50 65000	305		10205
12904 1 205969	51062S 09/22/26	77 HAMNER, JEWELL & ASSOC MONITORING WELL 4B	164.52 164.52*			40 64000	587		10205
Total for Vendor:			10,780.36						
12900 1 37001892-001	51063S 09/10/26	720 HERC RENTALS INC COLD MIX ASPHALT PATCH	1,018.34 509.17			40 64000	353		10205
2 37001892-001	09/10/26	COLD MIX ASPHALT PATCH	509.17			50 65000	353		10205
Total for Vendor:			1,018.34						
12894 1 493350	51064S 09/10/26	147 JB DEWAR Clear Diesel- 165.7 GAL	2,582.80 1,491.18			20 62000	485		10205
2 493350	09/10/26	Clear Diesel- 121.3 GAL WW	1,091.62			40 64000	485		10205
3 493350	05/14/26	Clear Diesel- 0.0 GAL W	0.00			50 65000	485		10205
Total for Vendor:			2,582.80						

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12887	51053S	649 MBS LAND SURVEYS	3,600.00						
1	09/09/26	2026-14 SEWER/MANH TOPOGR SRVY	3,600.00			40 64000	963		10205
25-151-2									
		Total for Vendor:	3,600.00						
12854	-98365E	182 NAPA AUTO PARTS	191.08						
1	08/31/26	BATTERY 8632	95.54			40 64000	354		10205
379884									
2	08/31/26	BATTERY 8632	95.54			50 65000	354		10205
379804									
		Total for Vendor:	191.08						
12882	51054S	45 OILFIELD ENVIRONMENTAL &	129.00						
1	09/09/26	ROUTINE (WEEKLY FORTH)	129.00			50 65000	359		10205
2607239									
12883	51054S	45 OILFIELD ENVIRONMENTAL &	132.00						
1	09/09/26	ROUTINE (WEEKLY-THIRD)	132.00			50 65000	359		10205
2607023									
		Total for Vendor:	261.00						
12868	51044S	123 P & H SENESAC, INC	49,809.49						
RES 2026-12									
1	09/01/26	2026-12 DEWATER BIO SOLIDS REM	49,809.49*			40 64000	585		10205
20921									
12885	51055S	123 P & H SENESAC, INC	50,970.37						
RES 2026-12									
1	09/09/26	2026-12 DEWATER BIO SOLIDS REM	50,970.37*			40 64000	585		10205
20923									
12919	51065S	123 P & H SENESAC, INC	88,533.66						
RES 2026-12									
1	09/20/26	2026-12 DEWATER BIO SOLIDS REM	88,533.66*			40 64000	585		10205
20926									
		Total for Vendor:	189,313.52						

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12930	-98349E	59 PAYA SERVICES, INC	75.00						
		NSF FEES FOR RETURNED PAYMENTS, CUSTOMER PAID FEE							
1	09/30/26	NSF FEES, CUSTOMER PAID FEE	37.50			40 64000	925		10205
2	09/30/26	NSF FEES, CUSTOMER PAID FEE	37.50			50 65000	925		10205
		Total for Vendor:	75.00						
12899	51066S	91 PERRY'S ELECTRIC MOTORS	8,959.10						
1	07/20/26	PUMP UL RECERT, LABOR	8,959.10*			40 64000	351		10205
28779									
		Total for Vendor:	8,959.10						
12926	-98353E	208 PG&E #6480-8	1,449.38						
		Acct #8565976480-8							
1	09/21/26	12th & K 8565976725	11.21			30 63000	381		10205
2	09/21/26	MISSION GARDENS TRCT 2527	159.02			30 63000	381		10205
3	09/21/26	11TH STREET - 8562053214	53.20			30 63000	381		10205
4	09/21/26	RIO MESA CIR - 8564394360	26.29			30 63000	381		10205
5	09/21/26	MISSION/14TH - 8569413449	32.47			30 63000	381		10205
6	09/21/26	VERDE/RIO MESA - 8560673934	65.74			30 63000	381		10205
7	09/21/26	MISSION HEIGHTS DEV 8565976482	192.77			30 63000	381		10205
8	09/21/26	MISSION SOUTH 14TH - 856148326	16.24			30 63000	381		10205
9	09/21/26	Trct 2605 MISSN MDW 2 85659	41.31			30 63000	381		10205
10	09/21/26	9898 River Rd. - 8565976002	402.81			30 63000	381		10205
11	09/21/26	9898 River Rd. - 8565976004	50.44			30 63000	381		10205
12	09/21/26	9898 River Rd. - 8565976008	233.45			30 63000	381		10205
13	09/21/26	9898 River Rd. - 8565976014	80.65			30 63000	381		10205
14	09/21/26	9898 River Rd. - 8565976481	60.74			30 63000	381		10205
15	09/21/26	9898 River Rd. - 8565976483	23.04			30 63000	381		10205
16		9898 River Rd. - 8564493469	0.00			30 63000	381		10205
17		9898 River Rd. - 8566057583	0.00			30 63000	381		10205
18		9898 River Rd. - 8567190874	0.00			30 63000	381		10205
19		9898 River Rd. - 8567609307	0.00			30 63000	381		10205
20		9898 River Rd. - 8567804810	0.00			30 63000	381		10205
		Total for Vendor:	1,449.38						

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12927	-98352E	209 PG&E #6851-8	28,266.80						
Acct #3675186851-8									
1	09/21/26	OLD FIRE STATION/1297 L ST	27.38			20 62000	381		10205
2	09/21/26	FIRE STATION/1150 MISSION	340.67			20 62000	381		10205
3	09/21/26	WATER WORKS #1/WELL 3	3,002.01			50 65000	381		10205
4	09/21/26	BONITA PL & 16th/WELL 4	5,747.60			50 65000	381		10205
5	09/21/26	N ST/WWTF	17,635.22			40 64000	381		10205
6	09/21/26	2HP BOOSTER STATION	26.70			50 65000	381		10205
7	09/21/26	MISSION HEIGHTS BOOSTER	10.51			50 65000	381		10205
8	09/21/26	14th ST. & K ST.	156.76			50 65000	381		10205
9	09/21/26	942 SOKA WAY LIFT STATION	137.05			40 64000	379		10205
10	09/21/26	MISSION&12th LANDSCAPE-ST LIGHT	197.71			30 63000	381		10205
11	09/21/26	SLT WELL 8687 MARTINEZ	1,144.21			50 65000	381		10205
12	09/21/26	TRT 2527 MISSION GARDENS	-159.02			30 63000	381		10205
Total for Vendor:			28,266.80						
12870	51045S	25 QUEST PLANNING, INC	4,454.24						
1	08/31/26	WWTF PERMIT ASSISTANCE	4,454.24*			40 64000	587	20001	10205
2269									
Total for Vendor:			4,454.24						
12867	51046S	127 ROBERTSON-BRYAN INC.	6,793.50						
RES 2026-13									
1	08/31/26	RES 2026-13 WWTF NPDES PERMIT	6,793.50			40 64000	705		10205
17753									
Total for Vendor:			6,793.50						
12901	51067S	481 SAN MIGUEL COMMUNITY SERVICES	4,434.51						
SEP 2026 DISTRICT WATER USE									
13 accounts									
1	09/15/26	1150 MISSION ST SMFD 1004-00	155.53			20 62000	384		10205
2	09/15/26	1150 MISSION BACKFLOW 1004B-00	2.00			20 62000	384		10205
3	09/15/26	1140 MISSION ST THU 1001-00	129.95			20 62000	384		10205
4	09/15/26	1765 BONITA PL CSD 27475-00	232.47			40 64000	384		10205
5	09/15/26	8687 MARTNZ DR SLT WELL 21101	95.25			50 65000	384		10205
6	09/15/26	942 SOKA WAY 20840-00	42.97			40 64000	384		10205

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7	09/15/26	1581 BONITA PL - WELL 4 15034	82.55			50 65000	384		10205
8	09/15/26	610 12TH ST - WELL 3 1102-00	44.45			50 65000	384		10205
9	09/15/26	1199 MISSION IRIG MTR 27476-00	173.83			30 63000	384		10205
10	09/15/26	1203 MISSION IRIG MTR 20547-00	661.06			30 63000	384		10205
11	09/15/26	1765 BONITA BACKFLOW	3.00			40 64000	384		10205
12	09/15/26	WWTF UPGRADE HYDRANT USE	1,490.65			40 64000	588		10205
13	09/15/26	WWTF SWITCHGEAR	1,320.80			40 64000	588		10205
Total for Vendor:			4,434.51						
12877	51047S	238 SAN MIGUEL GARBAGE	125.88						
ACCT#	318691								
1	09/01/26	AUG 2025	62.94			40 64000	383		10205
090126	2	09/01/26 AUG 2025	62.94			50 65000	383		10205
090126									
Total for Vendor:			125.88						
12856	51048S	541 SAN MIGUEL ROLL-OFF COMPANY,	158.26						
1	08/27/26	20Y ROLLOFF 8/27/26	158.26*			40 64000	585		10205
68R00001									
12857	51048S	541 SAN MIGUEL ROLL-OFF COMPANY,	158.26						
1	08/25/26	20Y ROLLOFF 8/25/26	158.26*			40 64000	585		10205
68P00003									
12874	51048S	541 SAN MIGUEL ROLL-OFF COMPANY,	158.26						
1	09/02/26	20Y ROLLOFF 9/02/26	158.26*			40 64000	585		10205
69200002									
12875	51048S	541 SAN MIGUEL ROLL-OFF COMPANY,	158.26						
1	08/28/26	20Y ROLLOFF 8/28/26	158.26*			40 64000	585		10205
68S00004									
12876	51048S	541 SAN MIGUEL ROLL-OFF COMPANY,	158.26						
1	09/01/26	20Y ROLLOFF 9/01/26	158.26*			40 64000	585		10205
69110280									

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12886 1 69400003	51056S 09/04/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/04/26	158.26 158.26*			40 64000	585		10205
12890 1 69800006	51068S 09/08/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/08/26	158.26 158.26*			40 64000	585		10205
12891 1 69900003	51068S 09/09/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/09/26	158.26 158.26*			40 64000	585		10205
12892 1 69A00004	51068S 09/10/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/10/26	158.26 158.26*			40 64000	585		10205
12893 1 69B00005	51068S 09/11/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/11/26	158.26 158.26*			40 64000	585		10205
12909 1 69300005	51068S 09/03/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/03/26	158.26 158.26*			40 64000	585		10205
12910 1 69F00004	51068S 09/15/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/15/26	158.26 158.26*			40 64000	585		10205
12911 1 69G00003	51068S 09/16/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/16/26	158.26 158.26*			40 64000	585		10205
12912 1 69H00004	51068S 09/17/26 20Y ROLLOFF	541 SAN MIGUEL ROLL-OFF COMPANY, 9/17/26	158.26 158.26*			40 64000	585		10205
Total for Vendor:			2,215.64						

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12865	51049S	731 SAN MIGUEL SENIORS CENTER	150.00						
AUG 27	BOARD MEETING @ SMSC								
6	08/27/26	AUG 27 BOD MEETING 3 HRS	40.50			20 62000	341		10205
7	08/27/26	AUG 27 BOD MEETING 3 HRS	4.50			30 63000	341		10205
8	08/27/26	AUG 27 BOD MEETING 3 HRS	42.00			40 64000	341		10205
9	08/27/26	AUG 27 BOD MEETING 3 HRS	60.00			50 65000	341		10205
10	08/27/26	AUG 27 BOD MEETING 3 HRS	3.00			60 66000	341		10205
Total for Vendor:			150.00						
12878	51050S	85 SCHEEVEL ENGINEERING	4,800.00						
1	09/04/26	WWTF POND EVAL 2025-36	4,800.00			40 64000	584		10205
1770									
Total for Vendor:			4,800.00						
12872	-98362E	657 SOCALGAS	61.50						
1	09/03/26	AUG LIFT STATION 942 SOKA W	18.39			40 64000	396		10205
2	09/03/26	AUG SLT WELL 8687 MARTINEZ	16.27			50 65000	396		10205
3	09/03/26	AUG WELL 3 NAT.GAS 610 12TH	26.84			50 65000	396		10205
Total for Vendor:			61.50						
12873	-98361E	67 SPECTRUM/CHARTER COMMUNICATIONS	4,745.79						
Acct# 212691601									
Spectrum Enterprise Internet									
Service 09/01/26 - 09/31/26									
1	09/01/26	AUG WWTF FIBER	74.32			30 63000	375		10205
212691601090126									
2	09/01/26	AUG WWTF FIBER	693.42			40 64000	375		10205
212691601090126									
3	09/01/26	AUG WWTF FIBER	693.65			50 65000	375		10205
212691601090126									
4	09/01/26	AUG WWTF FIBER	74.32			60 66000	375		10205
212691601090126									
5	09/01/26	AUG POWER RD	516.90			50 65000	375		10205
212691601090126									
6	09/01/26	AUG MAIN TANK 10TH ST	516.90			50 65000	375		10205
212691601090126									

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7	09/01/26	AUG SLT TANK MARTINEZ DR	516.90			50 65000	375		10205
212691601090126									
8	09/01/26	AUG WELL 3 610 12TH ST	516.90			50 65000	375		10205
212691601090126									
9	09/01/26	AUG LIFT STATION 942 SOKA WAY	516.90			40 64000	375		10205
212691601090126									
10	09/01/26	AUG 1581 16TH ST	516.90			50 65000	375		10205
212691601090126									
11	09/01/26	AUG FIRE STATION RING CENTRAL	108.68			20 62000	375		10205
212691601090126									
12	09/01/26	AUG LIFT STATION 942 SOKA WAY	0.00			40 64000	375		10205
212691601090126									
12897	-98358E	67 SPECTRUM/CHARTER COMMUNICATIONS	129.99						
Acct# 8245	10 105	0027311							
Spectrum Business Internet/Voice									
Service 09/11/26- 10/10/26									
1	10/07/26	FIRE SEP INTERNET/VOICE	129.99			20 62000	375		10205
170616101090726									
Total for Vendor:			4,875.78						
12924	-98354E	43 STERICYCLE, INC	142.20						
1	09/18/26	SHRED CONTAINER	7.11			30 63000	305		10205
8015483618									
2	09/18/26	SHRED CONTAINER	63.99			40 64000	305		10205
8015483618									
3	09/18/26	SHRED CONTAINER	63.99			50 65000	305		10205
8015483618									
4	09/18/26	SHRED CONTAINER	7.11			60 66000	305		10205
8015483618									
Total for Vendor:			142.20						
12905	51069S	663 SWCA ENVIRONMENTAL CONSULTANTS	18,526.51						
WWTF UPGRADE EXPANSION									
2026-08									
1	09/23/26	WWTF UPGRADE EXP RES 2026-08	18,526.51*			40 64000	587	20001	10205
255125									
Total for Vendor:			18,526.51						

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12907	-98356E	511 VERIZON	371.90						
		TABLETS: UTILITIES x4							
		CELL PHONE: TMP, MS, TP, KD, DP							
07/09/26	-08/08/26								
1	09/08/26	AUG UTILITIES CELL PHONES X7	16.73			30 63000	465		10205
6152957424									
2	09/08/26	AUG UTILITIES CELL PHONES X7	139.79			40 64000	465		10205
6152957424									
3	09/08/26	AUG UTILITIES CELL PHONES X7	139.79			50 65000	465		10205
6152957424									
4	09/08/26	AUG UTILITIES CELL PHONES X7	15.53			60 66000	465		10205
6152957424									
6	09/08/26	AUG UTILITIES TABLETS X3	1.50			30 63000	465		10205
6152957424									
7	09/08/26	AUG UTILITIES TABLETS X3	13.53			40 64000	465		10205
6152957424									
8	09/08/26	AUG UTILITIES TABLETS X3	13.53			50 65000	465		10205
6152957424									
9	09/08/26	AUG UTILITIES TABLETS X3	1.50			60 66000	465		10205
6152957424									
10	09/08/26	AUG 4GB DATA PLAN	1.50			30 63000	465		10205
6152957424									
11	09/08/26	AUG 4GB DATA PLAN	13.50			40 64000	465		10205
6152957424									
12	09/08/26	AUG 4GB DATA PLAN	13.50			50 65000	465		10205
6152957424									
13	09/08/26	AUG 4GB DATA PLAN	1.50			60 66000	465		10205
6152957424									
Total for Vendor:			371.90						
12917	51070S	732 WALLACE GROUP	20,683.25						
PROJ#	0406-0032-00								
1	09/17/26	2025-39 PRMTN WWTF ENGINEERING	5,841.75*			40 64000	587	20001	10205
68735									
2	09/17/26	2025-39 ESDC WWTF ENGINEERING	14,841.50			40 64000	588	20001	10205
68735									

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12918	51070S	732 WALLACE GROUP	24,025.59						
PROJ#	0406-0033-00								
1	09/18/26	RES 2026-26 WWTF ENGINEERING	24,025.59			40 64000	588	20001	10205
68790									
		Total for Vendor:	44,708.84						
12920	51071S	717 WATER SYSTEMS CONSULTING, INC	7,957.50						
2022-04	NOI SUPPORT/PERMIT	PRJ MGMT							
1	08/31/26	NOI/PERMIT PRJ MGMT 2022-04	7,957.50			40 64000	705		10205
13181	PRJ2295-11085								
12921	51071S	717 WATER SYSTEMS CONSULTING, INC	3,970.75						
PROJECTS	2295-12365								
PRJ#	21008								
2023-44									
1	08/31/26	SEWER LINING & MANHOLE REHAB	3,970.75			40 64000	963	21008	10205
13184	PRJ 2295-12365								
12922	51071S	717 WATER SYSTEMS CONSULTING, INC	28,593.18						
PRJ	2295-12071								
1	08/31/26	WATER MASTER PLAN UPDATE	12,078.30			40 64000	546		10205
13180	PRJ 2295-12071								
2	08/31/26	W.WATER MASTER PLAN UPDATE	7,653.55			50 65000	546		10205
13180	PRJ 2295-12071								
3	08/31/26	LIGHT/LAND MASTER PLAN UPDATE	8,861.33*			30 63000	546		10205
13180	PRJ 2295-12071								
12923	51071S	717 WATER SYSTEMS CONSULTING, INC	4,207.75						
PRJ	2295-11951								
1	08/31/26	DISTRICT ENGINEERING 24-25	986.37			40 64000	326		10205
13185	PRJ 2295-12752								
2	08/31/26	DISTRICT ENGINEERING 24-25	986.38			50 65000	326		10205
13185	PRJ 2295-12752								
3		TANK REHAB RES2022-64	0.00			50 65000	326		10205
4		SLT TANK/BOOSTER RES2022-66	0.00			50 65000	326	21007	10205
5		INDIAN VALLEY TRACT	0.00			40 64000	966		10205

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6	08/31/26	INDIAN VALLEY TRACT	1,780.50			50 65000	326		10205
13185	PRJ 2295-12752								
7		ALLEY WATERLINE REPLACEMENT	0.00			50 65000	326		10205
8		PASO BASIN COOP COMMITTEE	0.00			50 65000	324		10205
9		DWSRF GRANT COORD	0.00			50 65000	326		10205
10	08/31/26	WWTF POND DREDGING	151.50			40 64000	582		10205
13185	PRJ 2295-12752								
11		PERC POND REHAB	0.00			40 64000	326		10205
12		3W PIPELINE GRANT SUPPORT	0.00			40 64000	326		10205
13		SSMP UPDATE RFP	0.00			40 64000	326		10205
14		STREET LIGHTING DESIGN	0.00			30 63000	326		10205
15		TANK ACCESS RD IMPROVEMENTS	0.00			50 65000	326		10205
16	08/31/26	BPS DESIGN SUPPORT	151.50			50 65000	961		10205
13185	PRJ 2295-12752								
17	08/31/26	WELL 3 CHLORINE DEMAND ANALYSI	151.50			50 65000	326		10205
13185	PRJ 2295-12752								
Total for Vendor:			44,729.18						
12871	-98363E	612 WEX BANK	819.34						
FUEL BILL CLOSING DATE: 9/07/26									
1	09/07/26	FUEL 8600 SEP	318.49			20 62000	485		10205
115109960									
2	09/07/26	FUEL 8630 SEP	0.00			20 62000	485		10205
115109960									
3	09/07/26	FUEL OES 8668	0.00			20 62000	307		10205
115109960									
4	09/07/26	FUEL U8632 SEP	179.35			40 64000	485		10205
115109960									
5	09/07/26	FUEL U8632 SEP	179.35			50 65000	485		10205
115109960									
6	09/07/26	FUEL U8634 SEP	0.00			40 64000	485		10205
115109960									
7	09/07/26	FUEL U8634 SEP	0.00			50 65000	485		10205
115109960									
8	09/07/26	FUEL U8636 SEP	75.39			50 65000	485		10205
115109960									
9	09/07/26	FUEL U8636 SEP	75.39			40 64000	485		10205
115109960									

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10	09/07/26	REBATE ADJUSTMENT	-3.31			20 62000	485		10205
115109960									
11	09/07/26	REBATE ADJUSTMENT	-2.66			40 64000	485		10205
115109960									
12	09/07/26	REBATE ADJUSTMENT	-2.66			50 65000	485		10205
115109960									
Total for Vendor:			819.34						
12925	51072S	473 WHITE BRENNER LLP	9,473.76						
FOR LEGAL SERVICES AUG 2026									
1		AUG SOLID WASTE LEGAL	0.00			60 66000	327		10205
2		AUG REAL ESTATE/LAND USE	0.00			50 65000	327		10205
3		AUG REAL ESTATE/LAND USE	0.00			40 64000	327		10205
4		AUG WATER LEGAL	0.00			40 64000	327		10205
5		AUG WATER LEGAL	0.00			50 65000	327		10205
6	09/22/26	AUG STEINBECK V SLO	8,117.38*			50 65000	332		10205
56242	SEP								
7		AUG FIRE LEGAL	0.00			20 62000	327		10205
8	09/22/26	AUG SEWER LEGAL	199.26			40 64000	327		10205
56243	SEP								
9		AUG SEWER LEGAL	0.00			50 65000	327		10205
10		AUG LIGHTING/LANDSC LEGAL	0.00			30 63000	327		10205
11		AUG CONTRACTS	0.00			20 62000	327		10205
12		AUG CONTRACTS	0.00			30 63000	327		10205
13	09/22/26	AUG CONTRACTS	265.68			40 64000	327		10205
56244	SEP								
14		AUG CONTRACTS	0.00			50 65000	327		10205
15		AUG CONTRACTS	0.00			60 66000	327		10205
16		AUG SEIU MOU LEGAL	0.00			50 65000	331		10205
17		AUG HR LEGAL	0.00			20 62000	333		10205
18		AUG HR LEGAL	0.00			30 63000	333		10205
19		AUG HR LEGAL	0.00			40 64000	333		10205
20		AUG HR LEGAL	0.00			50 65000	333		10205
21		AUG HR LEGAL	0.00			60 66000	333		10205
22	09/22/26	AUG GENERAL LEGAL - ADMIN	139.97			20 62000	327		10205
56241	SEP								
23	09/22/26	AUG GENERAL LEGAL - ADMIN	10.52			30 63000	327		10205
56241	SEP								

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24	09/22/26	AUG GENERAL LEGAL - ADMIN	151.46			40 64000	327		10205
56241	SEP								
25	09/22/26	AUG GENERAL LEGAL - ADMIN	149.35			50 65000	327		10205
56241	SEP								
26	09/22/26	AUG GENERAL LEGAL - ADMIN	8.41			60 66000	327		10205
56241	SEP								
27		AUG BOARD MEMBER REQUESTS	0.00			20 62000	327		10205
28		AUG BOARD MEMBER REQUESTS	0.00			30 63000	327		10205
29		AUG BOARD MEMBER REQUESTS	0.00			40 64000	327		10205
30		AUG BOARD MEMBER REQUESTS	0.00			50 65000	327		10205
31		AUG BOARD MEMBER REQUESTS	0.00			60 66000	327		10205
32		AUG LABOR & EMPLOYMENT	0.00			20 62000	333		10205
33		AUG LABOR & EMPLOYMENT	0.00			30 63000	333		10205
34	09/22/26	AUG LABOR & EMPLOYMENT	215.87			40 64000	333		10205
56245	SEP								
35	09/22/26	AUG LABOR & EMPLOYMENT	215.86			50 65000	333		10205
56245	SEP								
36		AUG LABOR & EMPLOYMENT	0.00			60 66000	333		10205
37		AUG LITIGATION	0.00			20 62000	327		10205
38		AUG LITIGATION	0.00			30 63000	327		10205
39		AUG LITIGATION	0.00			40 64000	327		10205
40		AUG LITIGATION	0.00			50 65000	327		10205
41		AUG LITIGATION	0.00			60 66000	327		10205
42		AUG PRA	0.00			20 62000	319		10205
43		AUG PRA	0.00			30 63000	319		10205
44		AUG PRA	0.00			40 64000	319		10205
45		AUG PRA	0.00			50 65000	319		10205
46		AUG PRA	0.00			60 66000	319		10205
Total for Vendor:			9,473.76						
12906	51073S	318 WILDHORSE PROPANE	211.15						
1	09/22/26	SMF PROPANE	211.15			20 62000	382		10205
U0027153									
Total for Vendor:			211.15						
# of Claims			74	Total:	1,130,394.37	# of Vendors		31	
Total Electronic Claims					625,106.58				
Total Non-Electronic Claims					505287.79				

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Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10205 OPERATING CASH - 5 STAR	11,408.64
10255 PAYROLL - 5 STAR	421.00
30 STREET LIGHTING DEPARTMENT	
10205 OPERATING CASH - 5 STAR	11,586.23
10255 PAYROLL - 5 STAR	32.54
40 WASTEWATER DEPARTMENT	
10205 OPERATING CASH - 5 STAR	1,038,006.09
10255 PAYROLL - 5 STAR	313.04
50 WATER DEPARTMENT	
10205 OPERATING CASH - 5 STAR	67,913.07
10255 PAYROLL - 5 STAR	313.56
60 SOLID WASTE DEPARTMENT	
10205 OPERATING CASH - 5 STAR	368.16
10255 PAYROLL - 5 STAR	32.04
Total:	1,130,394.37

SAN MIGUEL CSD Investment Portfolio Report - MONTHLY

9/30/2026



	SECURITY	TYPE	PRICE	RATE	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	MARKET VALUE AS OF REPORT	PORTFOLIO %
Lighting - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	3.54%	\$ 24,805.47	3.54%	\$ 878.11				\$ 24,805.47	1.2%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ 0.05	0.02%	\$ -				\$ 0.05	0.0%
	JP Morgan Chase NA	CD	\$ 99.77	4.25%	\$ 185,000.00	4.30%	\$ 7,862.50	5/20/2030	N/A	5/20/2025	\$ 182,151.00	8.8%
	BMW Bank NA	CD	\$ 100.00	4.60%	\$ 200,000.00	4.60%	\$ 9,200.00	3/10/2028	35141	3/10/2028	\$ 199,862.00	9.5%
	total:										\$ 406,818.52	
Lighting- Reserve	Fidelity Govt MMKT	CASH	\$ 1.00	3.54%	\$ 11,364.71	3.54%	\$ 402.31				\$ 11,364.71	0.5%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ -	0.02%	\$ -				\$ -	0.0%
	Morgan Stanley Bank NA	CD	\$ 100.00	4.25%	\$ 165,000.00	4.25%	\$ 7,012.50	3/27/2030	N/A	3/27/2025	\$ 161,917.80	7.8%
	total:										\$ 173,282.51	
Wastewater- LT Mnt	Fidelity Govt MMKT	CASH	\$ 1.00	3.54%	\$ 18,901.82	3.54%	\$ 669.12				\$ 18,901.82	0.9%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ -	0.02%	\$ -				\$ -	0.0%
	State Bank of India NY	CD	\$ 100.00	3.75%	\$ 114,000.00	3.75%	\$ 4,275.00	9/30/2030	33682	9/26/2025	\$ 108,933.84	5.4%
	FNMA	AGCY	\$ 99.55	4.375%	\$ 205,000.00	4.48%	\$ 8,968.75	8/6/2029	N/A	8/6/2024	\$ 202,000.85	9.7%
	AMEX Bank	CD	\$ 100.00	4.10%	\$ 224,000.00	4.10%	\$ 9,184.00	4/30/2030	N/A	4/30/2025	\$ 217,613.76	10.6%
	GOOGLE (AA2/AA+)	CORP	\$ 100.44	4.10%	\$ 200,000.00	4.00%	\$ 8,200.00	2/15/2031	N/A	2/13/2026	\$ 189,416.00	9.5%
	JP Mogan Chase Bank	CD	\$ 100.00	4.00%	\$ 225,000.00	4.00%	\$ 9,000.00	2/20/2031	628	2/20/2026	\$ 214,249.50	10.7%
	total:										\$ 951,115.77	
Wastewater - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	3.54%	\$ 16,001.44	3.54%	\$ 566.45				\$ 16,001.44	0.8%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ 0.03	0.02%	\$ -				\$ 0.03	0.0%
	FHLMC	AGCY	\$ 99.77	4.25%	\$ 230,000.00	4.30%	\$ 9,775.00	5/20/2030	N/A	5/20/2025	\$ 226,458.00	10.9%
	Morgan Stanley Bank NA	CD	\$ 100.00	4.60%	\$ 108,000.00	4.60%	\$ 4,968.00	6/6/2030	32292	6/6/2025	\$ 105,954.48	5.1%
	total:										\$ 348,413.95	
Water - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	3.54%	\$ 11,364.71	3.54%	\$ 402.31				\$ 11,364.71	0.5%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ -	0.02%	\$ -				\$ -	0.0%
	Morgan Stanley Private Bk	CD	\$ 100.00	4.25%	\$ 165,000.00	4.25%	\$ 7,012.50	3/27/2030	N/A	3/27/2025	\$ 161,917.80	7.8%
	total:										\$ 173,282.51	
Total & Average:					\$ 2,103,438.23	4.19%	\$ 88,376.55				\$ 2,052,913.26	100%

DISCLOSURE:

Registered Representative Securities offered through Cambridge Investment Research, Inc., a broker-dealer, member FINRA/SIPC. Investment Advisor Representative Cambridge Investment Research Advisors, Inc., a Registered Investment

SMCSD STATEMENTS OF INFORMATION: As of this report date the District is in compliance with the SMCSD Investment Policy. As of this report date the District has the ability to meet it's expenditure requirements through:

3/30/2027

Kelly Dodds, General Manager SMCSD

Michelle Hido, Financial Officer SMCSD

SAN MIGUEL CSD Investment Portfolio Report - QUARTERLY
QUARTER 3 2026



	SECURITY	TYPE	PRICE	RATE	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	Q2/2026 MARKET VALUE	MARKET VALUE AS OF REPORT	PORTFOLIO %
Lighting - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	3.36%	\$ 19,997.85	3.36%	\$ 671.93				\$ 19,997.85	\$ 24,805.47	1.0%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ 0.15	2.00%	\$ -				\$ 0.15	\$ 0.05	0.0%
	FHLMC	CD	\$ 99.77	4.25%	\$ 185,000.00	4.30%	\$ 7,862.50	5/20/2030	N/A	5/20/2025	\$ 184,890.85	\$ 182,151.00	8.9%
	BMW Bank NA	CD	\$ 100.00	4.60%	\$ 200,000.00	4.60%	\$ 9,200.00	3/10/2028	35141	3/10/2028	\$ 201,188.00	\$ 199,862.00	9.6%
	total:										\$ 406,076.85	\$ 406,818.52	
Lighting- Reserve	Fidelity Govt MMKT	CASH	\$ 1.00	3.36%	\$ 7,794.04	3.36%	\$ 261.88				\$ 7,794.04	\$ 11,364.71	0.4%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ 0.10	0.02%	\$ -				\$ 0.10	\$ -	
	Morgan Stanley Bank NA	CD	\$ 100.00	4.25%	\$ 165,000.00	4.25%	\$ 7,012.50	3/27/2030	N/A	3/27/2025	\$ 164,729.40	\$ 161,917.80	7.9%
	total:										\$ 172,523.54	\$ 173,282.51	
Wastewater- LT Mnt	Fidelity Govt MMKT	CASH	\$ 1.00	3.36%	\$ 8,035.13	3.36%	\$ 269.98				\$ 8,035.13	\$ 18,901.82	0.4%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ 0.20	0.02%	\$ -				\$ 0.20	\$ -	
	People's Bank	CD	\$ 100.00	3.75%	\$ 114,000.00	3.75%	\$ 4,275.00	9/30/2030	33682	9/26/2025	\$ 111,363.18	\$ 108,933.84	5.5%
	FNMA	AGCY	\$ 99.55	4.375%	\$ 205,000.00	4.48%	\$ 8,968.75	8/6/2029	N/A	8/6/2024	\$ 204,737.60	\$ 202,000.85	9.9%
	AMEX BANK	CD	\$ 100.00	4.10%	\$ 224,000.00	4.10%	\$ 9,184.00	4/30/2030	N/A	4/30/2025	\$ 222,042.24	\$ 217,613.76	10.8%
	Google (AA2/AA+) NEW	CORP	\$ 100.44	4.10%	\$ 200,000.00	4.00%	\$ 8,200.00	2/15/2031	N/A	2/13/2026	\$ 196,516.00	\$ 189,416.00	9.6%
	Fed. Home Loan Bank	CD	\$ 100.00	4.00%	\$ 225,000.00	4.00%	\$ 9,000.00	2/20/2031	628	2/20/2026	\$ 220,023.00	\$ 214,249.50	10.8%
	total:										\$ 962,717.35	\$ 951,115.77	
Wastewater - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	3.36%	\$ 15,864.78	3.36%	\$ 533.06				\$ 15,864.78	\$ 16,001.44	0.8%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ 0.03	0.02%	\$ -				\$ 0.03	\$ 0.03	
	FHLMC	CD	\$ 99.77	4.25%	\$ 230,000.00	4.30%	\$ 9,775.00	5/20/2030	N/A	5/20/2025	\$ 229,864.30	\$ 226,458.00	11.1%
	Morgan Stanley Bank NA	CD	\$ 100.00	4.60%	\$ 108,000.00	4.60%	\$ 4,968.00	6/6/2030	32292	6/6/2025	\$ 108,003.24	\$ 105,954.48	5.2%
	total:										\$ 353,732.35	\$ 348,413.95	
Water - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	3.36%	\$ 7,794.04	3.36%	\$ 261.88				\$ 7,794.04	\$ 11,364.71	0.4%
	Insured Bank MMKT	CASH	\$ 1.00	0.02%	\$ 0.10	0.02%	\$ -				\$ 0.10	\$ -	
	FHLMC	CD	\$ 100.00	4.25%	\$ 165,000.00	4.25%	\$ 7,012.50	3/27/2030	N/A	3/27/2025	\$ 164,729.40	\$ 161,917.80	7.9%
	total:										\$ 172,523.54	\$ 173,282.51	
Total & Average:					\$ 2,080,486.42	4.19%	\$ 87,456.98				\$ 2,067,573.63	\$ 2,052,913.26	100%

SMCSD STATEMENTS OF INFORMATION:

As of this report date the District is in compliance with the SMCSD Investment Policy.
As of this report date the District has the ability to meet it's expenditure requirements.

Board of Directors Staff Report

October 22, 2026

AGENDA ITEM: 10.2

SUBJECT: Authorization for the General Manager to execute an agreement for a \$16,828,245.00 Line of Credit with Holman Capital for Machado Wastewater Treatment Facility Construction Funding
(Approve by 3/5 vote) (Pg. 62-70)

SUGGESTED ACTION: Authorize the General Manager to execute an agreement for a Line of Credit with Holman Capital for the Machado WWTF construction project in a form acceptable by legal counsel and the Department of Financial Assistance at the Water Board.

DISCUSSION:

The District was awarded a \$44,972,000 dollar grant for the construction phase of the Machado WWTF upgrade and expansion project. This project is currently in progress with the Membrane Bio Reactor (MBR) currently in fabrication and the Bid for general construction of the remainder of the facility was released by the Board in September. Other aspects of the project such as the new Service and Switchgear is under construction and the initial phase of sludge removal has been completed.

In order to progress with the Construction of the WWTF and meet future payments for the MBR fabrication the District needs a temporary loan or line of credit to ensure timely payments to contractors and vendors while we wait for reimbursement through the grant from the State Water Board Department of Financial Assistance (DFA). The DFA has updated their payment systems which has lead to delays in reimbursement for grant expenses. While the District has sufficient reserves to self fund some aspects of the project while waiting for reimbursement it can not continue to do that once major construction starts. Staff worked with Five Star Bank, Oppenheimer & Co Inc., as well as Holman Capital to find a cost effective loan or credit option that would facilitate the project moving forward, while the District waited for reimbursement from DFA which has previously taken about 120 days from request approval. Due to the high cost of the project, and the inability for the District to pay back a loan in the full amount of the project in the event that the DFA does not fulfill their obligations under the grant agreement the Districts Five Star Bank and Oppenheimer & Co Inc, who contacted roughly 40 lenders, were not interested in funding the District. Holman Capital, who specializes in these types of infrastructure loans, proposed a \$16,828,245 Line of Credit which will cover the projected cost of the project over multiple months while the project moves forward. The District would only be incurring interest on what is borrowed, in addition to the principal interest at prime rate -.18% (currently 7% - .18%= 6.82%) the District would be obligated to a 'Commitment fee' equal to 1% of the Line of Credit amount over the projected 3 year term. This amounts to \$504,847.35 over three years, or \$478,604.98 (5% reduction/ \$26,242.37) if paid in full at the commencement of the agreement.

The Holman Capital Revolving Line of Credit Proposal is attached

The DFA and District Legal Counsel will need to review final loan documentation and agreements prior to final execution by the District.

As the District receives reimbursement for expenses related to the grant the District will apply those reimbursements toward the LOC balance to keep a minimum balance to reduce overall interest accrued.

FISCAL IMPACT:

Base fees for the proposed Revolving Line of Credit are \$504,847.35 as a commitment fee, and \$10,000 in documentation fees.

Interest will be based on actual amounts borrowed against the line of credit at any given time and are Prime rate -.18% which is currently 7%.

Some fees and interest are reimbursable through the grant, final interest reimbursement of interest to the District will be based on final determination by DFA. If the District were to borrow the entire amount the interest would be approximately \$95,640 per month.

Expenses related to this loan will be accounted for under the following objects;

Vendor invoices paid through escrow directly will use object 40-973 Escrow WWTF

Interest related to this loan will use Object 40-972 Loan Interest Payment

Although costs related to this loan are anticipated to be reimbursed through the awarded grant, cost not reimbursed will be funded with Wastewater Capital funds.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2026-__

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL
MANAGER TO ENTER INTO A FINANCIAL AGREEMENT WITH HOLMAN
CAPITAL CORPORATION IN THE AMOUNT OF \$16,828,245 FOR THE MACHADO
WASTEWATER TREATMENT FACILITY UPGRADE AND EXPANSION PROJECT.**

WHEREAS, San Miguel Community Services District (“District”) owns and operates the Machado Wastewater Treatment Facility (WWTF) for the community, which the District has received a Clean Water State Revolving Fund (CWSRF) grant to upgrade and expand the WWTF capacity from 200,000 gallons per day to 325,000 gallons per day; and

WHEREAS, the Board of Directors agreed to the terms of the CWSRF grant as a reimbursement grant and that the Board understands the need for interim funding to pay construction costs while waiting for reimbursement through the CWSRF grant; and

WHEREAS, The District Engineer has estimated that the minimum interim funding amount to be \$16,828,245 is necessary to cover estimated expenses during construction; and

WHEREAS, The District solicited proposals from multiple financial institutions for this project and received one proposal, from Holman Capital Corporation, in response; and

WHEREAS, The Board of Directors authorizes the General Manager to enter into an agreement with Holman Capital Corporation for interim financing for the construction of the Machado WWTF based on the terms provided in their proposal, after final review, revision and approval by District Legal Counsel and the State Water Board Department of Financial Assistance; and

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

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

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby passed and adopted this ____ day of _____ 2026.

Kelly Dodds, General Manager

Ashley Sangster, Board President

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Tamara Parent, Board Clerk

Christina M Pritchard, Deputy District Counsel



PUBLIC SECTOR FINANCING SOLUTIONS



San Miguel CSD Revolving Line of Credit Proposal, 2026

Prepared by:

**Lance Holman
Holman Capital Corporation
25231 Paseo de Alicia Suite 105
Laguna Hills, CA 92653
Lance.Holman@HolmanCapital.com
949-981-0237**

Monday, October 12, 2026

Kelly Dodds
General Manager
San Miguel Community Services District
1150 Mission Street
San Miguel, CA 93451

VIA E-MAIL

RE: PROPOSAL FOR PROJECT FINANCING

Mr. Dodds:

Holman Capital Corporation is pleased to present to the San Miguel Community Services District its proposal for a revolving line of credit.

BORROWER: **San Miguel Community Services District**, Borrower is a state or political subdivision within the meaning of Section 103(c) of the Internal Revenue Code of 1986, as amended (the "Code").

LENDER: Holman Capital Corporation, or its Assignee

**CAPITAL IMPROVEMENT
REVOLVING LINE OF CREDIT:** \$16,828,245.00; access shall begin concurrent with the closing of the transaction (the "Commencement Date").

USE OF PROCEEDS: Provide working capital to fund construction and project-related expenditures for the District's Wastewater Treatment Facility Upgrade and Expansion Project.

VARIABLE INTEREST RATES: The interest rate will be variable and will be based on indexed formula:

1. **Tax Exempt Variable Rate = Prime Lending Rate – 18 basis points**
 - a. 6.82% = 7.00% - 0.18%
 - b. **Prime Lending Rate** - The interest rate on the financing is subject to change, based upon changes in the [Prime Lending Rate - WSJ](#). The

Prime Rate lending rate is published in the money rate section of the West Coast Edition of the Wall Street Journal. The current Prime Lending Rate is 7.00%.

- c. *Daily Interest Expense =*
 - i. *(Financing Amount * Variable Interest Rate * 1 Day)/360 Days*

2. Interest Rate Floor = 4.75%

MINIMUM DRAWDOWN:	The minimum line drawdown equals \$250,000.00
INTEREST INCOME TO LENDER:	The interest income will not be subject to federal taxation to the Lender.
PAYMENTS:	Interest-only payments will be invoiced monthly and calculated by applying the outstanding principal, determined by amounts drawn on the revolving line of credit, multiplied by the interest rate, multiplied by the number of days the principal is outstanding, and then divided by 360 days. The Borrower is permitted to make principal payments on any monthly invoice date.
DAY COUNT METHODOLOGY:	The interest income will be based upon an actual/360-day count methodology.
LINE EXPIRATION:	The Revolving Line of Credit will expire three (3) years after the Commencement Date (the line termination date is referred to as the "Expiration Date").
INSURANCE:	The Borrower shall furnish confirmation of insurance satisfactory to the Lender.
DOCUMENTATION FEE:	Holman Capital will document all facets of the transaction. The Borrower will be responsible for a \$10,000.00 documentation fee that can be taken from the loan proceeds or paid at closing.
ANNUAL COMMITMENT FEE:	The Borrower will be required to pay an annual commitment fee equal to 1.00% of the line approval amount at commencement of the financing and on each anniversary date. Based on a line amount of \$16,828,245.00 the annual

fee is \$168,282.45 totaling \$504,847.35 over the three (3) year term.

If the District elects to prepay all three (3) years of the annual commitment fee at commencement, Holman Capital will apply a 5% discount, reducing the total commitment fee to \$479,604.98.

BANK QUALIFICATION:

The financing will be Non - Bank Qualified (Large Issuer). The Borrower expects to issue more than \$10,000,000.00 in new tax-exempt debt or capital leases in the current calendar year.

SECURITY:

The Revolving Line of Credit will be secured by a pledge of the net revenues of the Borrower's Wastewater Fund and all legally available funds. This pledge shall constitute a first lien on revenues on parity with the Borrower's existing debt.

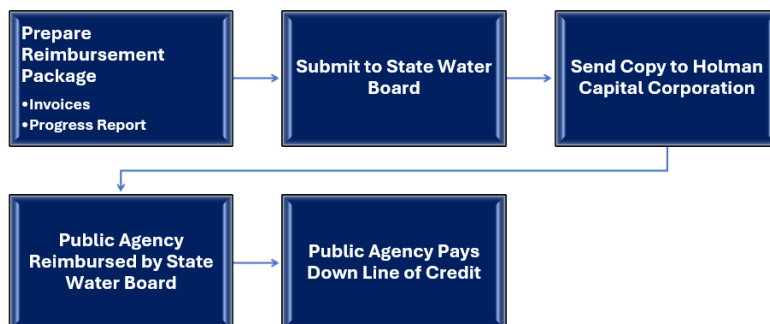
LOAN COVENANTS:

1. Banking Relationship and Open Depository Account with a \$500,000 balance
2. Six Month Internal Financial Statements
3. Project Budget and Timeline
4. Copy of Reimbursement Request to State Agencies
5. Verification of Liquidity of Funds at the State of California and/or the US Government

COVENANT COMPLIANCE:

In connection with the annual delivery of audited financial statements and other continuing disclosures that shall be required, the Borrower shall provide Lender a certificate exhibiting compliance with the above covenants

REIMBURSEMENT PROCESS:



AUTHORIZED SIGNORS:

The Borrower's governing board shall provide the Lender with its resolution or ordinance authorizing this Agreement and shall designate the individual(s) to execute all necessary documents used therein.

LEGAL OPINION:

The Borrower's counsel shall furnish Lender with an opinion covering this transaction and the documents used herein. This opinion shall be in a form and substance satisfactory to Lender.

LEGAL TITLE:

If applicable, title to assets will be in the name of the Borrower and the Lender will be granted a security interest or lien on all collateral being financed.

FINANCIAL STATEMENTS:

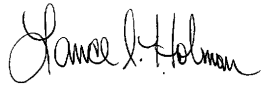
Borrower shall provide to the Lender three (3) years of current financial statements, budgets, demographics, and proof of appropriation for the ensuing Fiscal Year and such other financial information relating to the ability of Borrower to continue this Agreement as may be reasonably requested by Lender.

This proposal is subject to final credit approval by the Credit/Investment Committee of Holman Capital Corporation and approval of the Loan documents in Holman Capital Corporation's sole discretion. To render a credit decision, Borrower shall provide the Lender with the

information requested above. Upon receipt of the signed proposal, we will endeavor to provide you with a timely commitment.

It is a pleasure to offer this proposal to you and we look forward to your favorable acknowledgment.

Sincerely,

A handwritten signature in black ink, appearing to read "James L. Holman".

President & CEO

AGREED TO AND ACCEPTED BY:

Name: _____

Title: _____

Date: _____

Board of Directors Staff Report

October 22, 2026

AGENDA ITEM: 10.3

SUBJECT: Discussion and provide direction on Policy for 218 rate setting process. (**Provide direction or approve by 3/5 vote**) (Pg. 71-77)

Requested by Director Green and Davis

SUGGESTED ACTION: Discussion and provide direction on Policy for 218 rate setting process.

DISCUSSION:

The San Miguel Community Services District (“District”) provides sewer, water, and refuse collection services (collectively, “Utility Services”) to its customers. Charges for Utility Services are “property-related fees” governed by Article XIII-D, Section 6 of the California Constitution (adopted as part of Proposition 218) and implemented by Government Code Section 53755. Those provisions require the District, before imposing or increasing a Utility Service charge, to: (i) mail written notice of the proposed charge and the date, time, and location of a public hearing to the record owner of each identified parcel on which the charge will be imposed and to any tenant directly liable for payment of the charge; (ii) conduct a public hearing not less than 45 days after mailing of the notice; and (iii) tabulate written protests. If written protests against the proposed charge are presented by a majority of the owners (or, where applicable, tenants) of the identified parcels, the District may not impose the charge.

Neither Article XIII-D nor Government Code Section 53755 prescribes the detailed mechanics for how a public agency should receive, log, verify, tabulate, and preserve written protests. In the absence of pre-adopted procedures, protest administration is handled on an ad hoc basis for each rate hearing, which can produce inconsistent results, create disputes over the validity of individual protests, and expose the District to legal challenge. Pre-adopted, uniform guidelines reduce those risks by giving ratepayers clear and transparent rules for how to submit and withdraw a protest, and by giving staff an objective, repeatable process for validation and tabulation.

The proposed Guidelines (Exhibit A to the Resolution) establish uniform procedures that will apply to all future District rate hearings conducted under Article XIII-D. In summary, the Guidelines:

- Define key terms, including “Parcel,” “Record Owner,” and “Tenant,” consistent with Article XIII-D and the County Assessor’s records.
- Confirm that notice of proposed charges will be mailed to all Record Owners and Tenants served by the District and posted at the District’s official posting sites.
- Specify how a Record Owner or Tenant may submit a written protest (by U.S. mail to the District Clerk, by delivery to the Clerk’s office, or at the public hearing) and the required contents of a protest (statement of opposition, parcel identification, name of Record Owner or Tenant, and original signature).
- Provide that only one protest will be counted per parcel, that oral comments do not constitute a formal protest unless accompanied by a written protest, and that a protest may be withdrawn in writing before the close of the public hearing.
- Require that all protests, including mailed protests, be physically received by the close of the public hearing; postmarks will not be accepted.

- Confirm that a protest proceeding is not an election, that protests remain confidential until tabulation is complete, and that protests become public records available for inspection after the close of the hearing and completion of tabulation.
- Assign tabulation to the District Clerk (or designee), set objective grounds for determining the invalidity of a protest, authorize the Board to continue the meeting to allow tabulation to be completed in public view, and reserve to the Board the final authority to judge the validity of any protest.
- Define a “majority protest” as valid, timely, non-withdrawn written protests from a majority (50% plus one) of the parcels subject to the proposed charge, measured as of the time of the hearing.

The Guidelines are consistent with Article XIII-D, Section 6, Government Code Section 53755, and the procedural approach approved in *Greene v. Marin County Flood Control & Water Conservation District* (2010) 49 Cal.4th 277, which recognizes the discretion of a local agency to adopt reasonable procedures governing the submission, tabulation, and preservation of written protests.

FISCAL IMPACT:

Adoption of the Guidelines has no direct fiscal impact. Staff time to administer protests under the Guidelines is anticipated to be absorbed within existing District Clerk and administrative budgets. Pre-adopted procedures are expected to reduce legal and administrative costs over time by limiting disputes over the handling of individual protests.

PREPARED BY: Christina Pritchard

RESOLUTION NO. 2026-__

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL
COMMUNITY SERVICES DISTRICT APPROVING GUIDELINES FOR THE
SUBMISSION, TABULATION, AND VERIFICATION OF PROTESTS IN
CONNECTION WITH RATE HEARINGS CONDUCTED PURSUANT TO ARTICLE
XIII-D OF THE CALIFORNIA CONSTITUTION**

WHEREAS, the San Miguel Community Services District (“District”) levies charges for sewer, water, and refuse collection services (“Utility Services”) pursuant to the authority granted to it by state law; and

WHEREAS, Section 6 of Article XIII D, Section 6, of the California Constitution and Government Code Section 53755 set forth notice, hearing, and protest procedures that are applicable to increases of Utility Service charges; and

WHEREAS, the District desires to establish a uniform set of guidelines applicable to the submission, tabulation and verification of protests submitted against future Utility Service rate increase proposals.

NOW, THEREFORE, BE IT RESOLVED, the Board does, hereby, adopt Guidelines to govern the submission, tabulation, and verification of protests against proposed utility rate increases attached hereto and incorporated as Exhibit A.

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

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed and adopted this ____ of _____ 2026.

Kelly Dodds, General Manager

Ashley Sangster, Board President

ATTEST:

APPROVED AS TO FORM:

Tamara Parent
Board Clerk

Christina M. Pritchard,
Deputy General Counsel

EXHIBIT A

**San Miguel Community Services District Guidelines for the Submission,
Tabulation, and Verification of Protest in Connection with Rate Hearings
Conducted Pursuant to Article XIII-D of the California Constitution**

1. Definitions.

- A. "Parcel" means a County Assessor's parcel the owner or occupant of which is subject to the proposed utility charge that is the subject of the hearing.
- B. "Record Owner" means the person or persons whose name or names appear on the County Assessor's Latest Equalized assessment roll as the owner of a parcel.
- C. "Tenant" means a customer of record other than the Record Owner who resides at the Parcel.

2. Notice Delivery.

Notice of proposed rates and public hearing shall be as follows:

- A. The San Miguel Community Services District ("District") shall give notice of proposed charges via U.S. mail to all Record Owners and Tenants served by the District
- B. The District will post the notice of proposed charges and public hearing at its official posting sites.

3. Protest Submittal.

- A. Any Record Owner or Tenant of a Parcel subject to the proposed utility charge may submit a written protest to the San Miguel Community Services District ("District") by:
 - i. Mail to the Board Clerk's office at P.O. Box 180 San Miguel, CA 93451.
 - ii. Hand delivery to the Board Clerk's office at 1765 Bonita Place, San Miguel, CA 93451.
 - iii. Submission of the protest at the public hearing.
- B. Although oral comments at the public hearing will not qualify as formal protest unless accompanied by written protest, the District Board of Directors ("Board") welcomes input from the community during the public hearing on the proposed charges.
- C. Each Protest must include:
 - i. A statement that it is a protest against the proposed charge that is the subject of the hearing
 - ii. Identity of the affected property by assessor's parcel number or street address
 - iii. Name of Record Owner or Tenant
 - iv. Original signature of Record Owner or Tenant Submitting Protest.

- D. Protest shall not be counted if any of the required elements in subdivision “C” are omitted.
- E. Protests must be received by the end of the public hearing, including mailed protests. No postmarks will be accepted; therefore any protest not physically received by the close of the hearing, whether or not mailed prior to the hearing, shall not be counted.
- F. Each Record Owner or Tenant may submit a protest, either in person or by a third party, but only one protest will be counted per parcel and any one protest submitted in accordance with these rules will count as a protest for that Parcel regardless of the number of Record Owners or Tenants. A protest submitted by a Record Owner or Tenant is valid, even if another Record Owner or Tenant for the same Parcel objects to the submission of the protest.
- G. Any person who submits a protest may withdraw it by submitting to the Board Clerk a written request that the protest be withdrawn prior to the close of the public hearing. The withdrawal of a protest shall contain sufficient information to identify the affected Parcel and the name of the Record Owner or Tenant who submitted both the protest and the request that it be withdrawn.
- H. A fee protest proceeding is not an election.
- I. To ensure transparency and accountability in the fee protest tabulation, protests will be maintained in confidence until tabulation has been completed following the close of public hearing.
- J. All Protests are public records which may be reviewed by any member of the public following the close of the public hearing which they relate and after tabulation has been complete.

4. Tabulation of Protests.

- A. The Board Clerk shall determine the validity of all protests. The Board Clerk shall not accept as valid any protest if it is determined that any of the following conditions exist:
 - i. The protest does not state its opposition to the proposed charges.
 - ii. The protest does not identify the Parcel served by the District which is subject to the proposed charges.
 - iii. The protest does not name either a Record Owner or Tenant with respect to the Parcel identified.
 - iv. The protest does not bear an original signature of the Record Owner or a Tenant of the Parcel identified. Whether a signature is valid shall be

entrusted to the reasonable judgement of the Board Clerk, who may consult signatures on file with the County Elections Official.

- v. The protest was not received by the Board Clerk before the close of public hearing on the proposed charges.
 - vi. A request to withdraw the protest is received prior to the closure of the public hearing on the proposed charges.
- B. Following the closure of the public hearing, the Board Clerk shall complete the tabulation of all protests received, including those received during the public hearing, and shall report the results of the tabulation to the Board of Directors. If the number of protests received is obviously substantially fewer than the number required to constitute a majority protest, the Board Clerk may determine the absence of a majority protest without opening the envelopes in which protests are returned.
- C. If the Board Clerk determines that additional time to tabulate the protests will be required, the Board Clerk shall advise the Board, which may adjourn the meeting to allow for the tabulation to be completed. If so, the Board shall declare the time and place of tabulation, which shall be conducted in a place where interested members of the public may observe the tabulation, and the Board shall declare the time at which the meeting shall be resumed to receive and act on the tabulation report of the Board Clerk.
- D. The Board shall be the final judge of the validity of any protest.

5. Majority Protest.

- A. A majority protest shall be declared to exist if valid, written protests are timely submitted and not withdrawn by the Record Owners or Tenants of a majority (50% plus one) of the parcels subject to the proposed charge
- B. The number of parcels served by the District that are subject to the proposed change at the time of the hearing shall control in determining whether a majority protest exists.

Board of Directors Staff Report

October 22, 2026

AGENDA ITEM: 10.4

SUBJECT: Continued from 1/22/2026 Board Meeting
Policy for appointing persons to vacant Board of Director seats. **(Discuss and provide direction to staff)** (Pg. 78-85)

SUGGESTED ACTION: Discuss and provide direction on a proposed board vacancy appointment policy.

DISCUSSION:

At the December 19th, 2024, Board meeting Director Green seconded by Director Sangster requested information on District Policy on appointment of persons to fill vacant Board of Director seats.

District does not have a specific policy addressing the vacancies on the Board, however specific State requirements do apply.

After discussion and review of the draft policy it is recommended that the Board discuss and provide direction to the General Manager and/or Legal Counsel on the proposed policy.

General information regarding vacancies:

When a vacancy exists, the Board can fill it by appointment or by special election at the District's expense; to complete the current term of the vacancy. If the Board chooses not to fill the vacancy, then the County Board of Supervisors will fill the position.

The District must take action within 60 days of the vacancy being created.

Appointment by the Board (Pursuant to Government Code section 1780, subdivision (d))

- The Board will direct staff to post a Notice of Vacancy, the notice will be posted for a minimum of 15 days prior to Board action to appoint. During the notice period the District will receive letters of intent and/or qualifications from interested parties for consideration at the scheduled Board meeting.
- At the scheduled Board meeting the Board will interview (in open session) interested parties and potentially appoint someone to the position.
 - After interviewing the interested parties, the Board may elect to make an appointment or not appoint anyone from those interested.
 - Interview questions that have been used in the past are
 - *What do you hope to accomplish as part the District Board?*
 - *What problems/ issues/ concerns do you think face the District and how do you propose they be addressed?*
 - *What do you feel are your most valuable qualifications for serving on the District Board?*
 - *Do you have anything else you would like to add?*

- If the Board fills the vacancy, then Staff will provide required notice to the County Clerk Recorder.

Special election (Pursuant to Government Code section 1780, subdivision (e))

- If the Board elects to call a special election, it must be held on the next regularly established election date not less than 130 days from the call of the special election. (Gov. Code, § 1780(e) (2).) General elections are in June and November in non-presidential election years; and March and November in a presidential election year.
- The District is responsible for the cost of filling the vacancy by special election.

Request the San Luis Obispo County Board of Supervisors fill the vacancy by appointment at their next regular meeting.

- The District may request that the Board of Supervisors make the appointment on behalf of the District in the instance where the District Board can not come to an agreement.
- The Board of Supervisors may also make an appointment in the event that the District does not meet its obligation to appoint or cause to be placed on a ballot within the required 60 days.

If policy language is agreed upon by the Board, an amendment to the Board Members' Handbook with the new policy will be brought back at a future meeting for formal approval through resolution.

FISCAL IMPACT:

Unknown. Future costs depend on Board action.

PREPARED BY: Christina Pritchard



**San Miguel Community Services District
Board vacancy filling Policy
~~Effective as of January 22, 2026~~**

The Purpose of this Board vacancy filling policy is to provide guidance and procedure for the Board to follow in filling a vacant seat on the Board.

Policy Purpose and Application

The Board of Directors adopts this policy to:

- a. Provide guidance and procedures for filling a board vacancy;
- b. Establish a procedure to comply with State and local laws requiring noticing and filling of Board vacancies;

Base requirements to serve on the Board or Committee of the Board

Persons interested in appointed, or elected, to the Board of Directors or committee of the Board at a minimum must reside within the San Miguel Community Service District Boundaries and be at least 18 years old.

Notice requirements to County of San Luis Obispo

Once the District is formally notified of vacancy the District has fifteen (15) days to notify the County of San Luis Obispo of the vacancy.

Filling a vacancy on the Board.

When a vacancy exists, the Board can fill it by appointment or by special election at the District's expense to complete the current term of the vacancy. If the Board chooses not to fill the vacancy, then the County Board of Supervisors will fill the position.

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Appointment by the Board (Pursuant to Government Code section 1780, subdivision (d))

- The Upon notice or knowledge of a vacancy, the vacancy matter shall be agendized at the next regular Board meeting, or at a special meeting if necessary, for the Board to consider filling the vacancy.
- Staff shall prepare 20-25 candidate interview questions for the Board to consider, and the Board shall select no more than five (5) questions to be presented to each candidate following the vacancy application process described below.
- At the first available Board meeting following a vacancy, the Board will direct staff to post a Notice of Vacancy, the notice will be posted for a minimum of 15 days prior to Board action to appoint. During the notice period the District will receive letters of intent and/or qualifications from interested parties for consideration at the scheduled Board meeting.
 - Letters of intent and or qualifications from interested parties shall be received no later than 5 days prior to the posted Board meeting for which an appointment may be made.
 - Letters shall contain (at a minimum):
 - The interested parties' name, primary residential address, and phone number;
 - Confirmation that the interested party is registered vote with an address within the jurisdiction of the District;
 - Details supporting their interest in interviewing for the open seat. (Providing additional information, such as prior experience or what you would bring to the board is helpful but not required.)
 - All letters will be provided to the Board prior to the Board meeting and posted as part of the Board packet materials.
- At the scheduled Board meeting the Board will interview (in open session) interested parties and potentially appoint someone to the position.
 - The Board will ask (5) standard questions of each candidate during their interview.
 - In addition to the standard questions, each Board member may prepare up to three (3) individual questions for each candidate.
 - After interviewing ~~the interested parties~~all candidates, the Board shall take public comment.
 - Following public comment, each candidate shall be allowed three (3) minutes to rebut any public comment which was directed at or related to that candidate.
 - The Board may elect to make an appointment or not appoint anyone from those interested.
 - If the Board fills the vacancy, then Staff will provide required notice to the County Clerk Recorder.

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San Miguel Community Services District Board vacancy filling Policy 10/2026

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