



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: 01-22-2026

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, may do so at www.sanmiguelcsd.org. 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. Board to conduct interviews of applicants for the vacant Board of Director seat and potentially appointment an individual to fill the vacancy. (Pg. 5-11)
7. **Non- District Reports**
 1. San Luis Obispo County Organizations
 2. Community Service Organizations
 3. Camp Roberts—Army National Guard
8. **Staff & Committee Reports - Receive & File**
 1. General Manager (Pg. 12-13)
 2. District Counsel
 3. District Utilities (Pg. 14-16)
 4. Fire Chief Report (Pg. 17-70)
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. 12-18-2025 Draft San Miguel CSD Board of Directors regular meeting minutes (Pg. 71-90)
 2. 2025 Volunteer Fire Assistance Grant (VFC) acceptance by RESOLUTION 2026-XX **(Approve by 3/5 vote)** (Pg. 91-93)
 3. Adoption of the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan 2025-2030 by RESOLUTION 2026-XX. **(Approve by 3/5 vote)** (Pg. 94-96)
 4. Review and approve a no cost change order between the San Miguel Community Services District and Forefront Power for the proposed photovoltaic solar system at the Machado Wastewater Treatment Facility. **(Approve by 3/5 vote)** (Pg. 97-101)
10. **Board Action Items**
 1. Monthly claim detail and investment reports for December 2025 **(Recommend receive and file claim detail and investment report by Board consensus)** (Pg. 102-149)
When ancillary reports are provided they are for reference only and are subject to change.
 2. Continuation of 10/23/2025 Board Meeting
Adopt a District Bill Payment Policy. RESOLUTION 2026-XX **(Approve by 3/5 vote)** (Pg.

150-165)

3. Policy for appointing persons to vacant Board of Director seats. **(Discuss and provide direction to staff)** (Pg. 166-169)
4. Waive First Reading, Read by Title Only, and Introduce and An Ordinance of the San Miguel Community Services District Board of Directors adopting the 2025 California Fire Code, 2025 California Building Code, 2025 California Wildland-Urban Interface Code, and Local Ordinance 01-2026. **(Approve by 3/5 vote)**(Pg. 170-183)
5. Authorize the General Manager to execute a contract with The Engineering Partners Inc. for Street Lighting Design Services in an amount not to exceed \$87,890 by RESOLUTION 2026-XX including necessary budget adjustment. **(Approve by 3/5 vote)** (Pg. 184-276)
6. Approve RESOLUTION 2026-xx authorizing the General Manager to execute a contract with ABC Liovin Drilling Inc. in an amount not to exceed \$52,689, and MBS Land Survey in an amount not to exceed \$3,600, for exploratory and monitoring well borings at multiple locations within the Machado Wastewater Treatment Facility. **(Approve by 3/5 vote)** (Pg. 277-282)
7. Tabled from 10/23/2025 and 12/18/2025 Board meetings
Authorize the General Manager to execute a Not to Exceed, Time and Material Contract with Water System Consulting (WSC) for program management support through permitting and construction phases of the Expansion and Upgrade of the Machado WWTF by RESOLUTION 2026-XX **(Approve by 3/5 vote)** (Pg. 283-288)
8. Review and approve two contract amendments (#6 and #9) with Wallace Group Inc. for additional work related to the change in process for the Cloacina package plant approved under amendment #2 and additional plan changes which were not part of the original scope of work. **(Approve by 3/5 vote)** (Pg. 289-299)
9. Continued from 11/20/2025, 12/18/2025 Board meetings
Discussion on District administrative office space and potential alternatives to relocate the offices away from the Machado Wastewater Treatment Facility for administrative staff. **(Approve by 3/5 vote)** (Pg. 300-304)
Requested by Directors Green and Davis 2/27/2025 and 6/26/2025
10. Continued from 11/20/2025, 12/18/2025 Board meeting
Provide direction on the installation and use of a red light outside the Temporary Housing Unit (THU) and possible action to approve expenditure for installation. **(Provide direction by 3/5 vote)** (Pg. 305-306)
Requested by Director Green and Davis at September 2025 Board meeting
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. **Adjourn to Closed Session/Closed Session Agenda** *Public comment for items on closed session agenda.*
CLOSED SESSION ADMONISHMENT:
The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief,

disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; regarding attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waiver of the privilege.

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code, § 54957(b)(1)) Title: Fire Chief

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code, § 54956.8) Property: Assessor's Parcel Numbers 027-420-016

Agency Negotiator: Kelly Dodds

Negotiating Parties: Tannahill Ranch II LLC

Under Negotiation: Price and terms of payment for real property purchase

13. Report out of Closed Session

14. Adjournment to Next Regular Meeting

ATTEST:

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

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

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 6.1

SUBJECT: Board to conduct interviews of applicants for the vacant Board of Director seat and potentially appointment an individual to fill the vacancy. (Pg. 5-11)

SUGGESTED ACTION: Interview and select a candidate to fill an existing Board of Directors vacancy thru December 2026 at which time the seat will be filled through a general election.

DISCUSSION:

The passing of Director Green in November of 2025 left a vacancy on the Board of Directors for the remaining term of office that expires in December 2028.

A Notice of Vacancy was posted in public locations within the community (fire station, post office, district office), posted on Facebook, mailed to all customers and posted on the District's website on December 19th 2025.

4 Letters of interest and qualifications are being submitted to the Board for their consideration.

It is appropriate to interview these candidates and seek information that will lead to a Board decision regarding the prospective candidates.

The Board has elected to interview these candidates regarding their qualifications the Board should consider the following format:

1. Interview each candidate separately.
2. Give each candidate 2 minutes to state reasons and qualifications for filling the Board vacancy.
3. Ask questions related to duties and responsibilities of Board Member.

After the interviews are completed, have public comment, hold Board discussions as needed, then proceed with a Board vote.

Following the Board's action, staff will advise the County Clerk's office of the appointment and provide appointee information as required.

FISCAL IMPACT:

Minor staff time to work with appointee to file necessary paperwork with the County of SLO.

PREPARED BY: Kelly Dodds

From: [Dorian](#)
To: [Ashley Sangster](#); [Kelly Dodds](#); [Owen Davis](#); [SMCD Info](#)
Subject: Letter of Interest CSD Opening
Date: Sunday, January 11, 2026 3:06:19 PM
Attachments: [Letter of Interest CSD Opening.pages](#)

January 11, 2026

San Miguel Community Services District
Board of Directors
601 12th Street
San Miguel, CA 93451

Dear Members of the Board,

I am writing to express my interest in being considered for appointment to the San Miguel Community Services District Board of Directors to fill the current vacancy.

I previously had the privilege of serving on the CSD Board during 2023 and 2024, when I was appointed to fill a vacancy until the general election. During that time, I gained valuable experience with District operations, budgeting, and long-term planning, and I appreciated the opportunity to work collaboratively with fellow Board members and staff in service to our community.

I bring many years of business and financial experience, along with prior service on community boards, which I believe would continue to be beneficial to the District as it addresses infrastructure, fiscal responsibility, and growth-related challenges. My goal has always been to help ensure sound decision-making that serves both current residents and future generations.

My family and I have lived in San Miguel for over 40 years. This community is our home, and I care deeply about its stability, services, and quality of life. I am a registered voter and reside within the District boundaries.

Thank you for your consideration. I would be honored to again serve the San Miguel Community Services District if appointed and am available to answer any questions the Board may have.

Respectfully,

Berkley Baker
San Miguel, California

berkley6948@gmail.com

Raynette Gregory

San Miguel, CA 93451

January 12, 2026

Board Members
San Miguel Community Services District

Dear Board Members,

My name is Raynette Gregory, and I am writing to formally express my interest in filling the vacant seat on the San Miguel Community Services District Board. I have been a resident within the District's boundaries since 2001 and am a registered voter in San Luis Obispo County. I am deeply committed to the safety, infrastructure, and long-term vitality of our community.

I previously served on the San Miguel Community Services District Board from July 2019 through November 2024, including terms as Board President and Vice President. During my tenure, I consistently supported actions that strengthened public safety and essential services, including voting in support of San Miguel Firefighters and emergency response services and approving the Temporary Housing Unit that increased the Sheriff's Department presence in our town. I also supported critical infrastructure improvements, including advancements to the Machado Wastewater System, along with numerous resolutions focused on responsible growth, fiscal accountability, and moving San Miguel forward in a thoughtful and sustainable manner.

As the owner and original founder of Locatelli Vineyards & Winery, I bring more than 30 years of experience in business management, including budgeting, personnel oversight, marketing, and construction project coordination. These skills translate directly to effective governance, sound financial decision-making, and responsible stewardship of district resources.

I am also actively involved in our broader community. Through my work with the Pleasant Valley Wine Trail, I have collaborated with local wineries and businesses to promote regional tourism and economic growth, co-chairing multiple events that enhanced community visibility. Additionally, I currently serve on the Finance Council at Old Mission San Miguel, assisting with financial oversight and fundraising efforts, including a dedicated winery label supporting the Mission's preservation.

Earlier in my career, I worked in my family's residential development business in Visalia, California, gaining valuable experience working with local governments, utility providers, and contractors—experience that continues to inform my public service.

I am confident that my prior leadership on the Board, demonstrated support for public safety, and deep roots in San Miguel will allow me to contribute effectively and immediately. I would be honored to continue serving our community through 2026 and beyond.

Thank you for your consideration. Please feel free to contact me at [REDACTED] should you have any questions.

Sincerely,


Raynette Gregory



San Miguel Community Service District
1765 Bonita Place
San Miguel, CA 93451

January 12, 2026

John R. Nickett, Jr
[REDACTED]
San Miguel, CA 93451
[REDACTED]

To Whom This May Concern,

I am writing to express my interest in applying for the open seat on the San Miguel Community Service District Board of Directors. I understand this position is currently vacant and would serve the remainder of the term of the late John Greene.

I am a long-standing resident of San Miguel, having purchased my first home in the Mission Heights neighborhood in 2005. Prior to that, I grew up in North County and graduated from Mission College Prep. I am a self-employed, licensed Real Estate Appraiser with over 30 years of professional experience. Through my work, I have researched and evaluated numerous communities throughout the county, and I can confidently say that none compare to the beauty and character of San Miguel.

While I do not have formal experience serving on a board, I have a strong passion for what is best for our community and a genuine desire to see it continue to grow and thrive. I regularly engage in conversations with my neighbors and encourage community involvement, which has given me valuable insight into the needs, concerns, and priorities of those who live here.

I would be honored to serve the San Miguel Community Service District and contribute my time, perspective, and commitment to the betterment of our community. Thank you for your consideration.

Sincerely,

John R. Nickett, Jr
[REDACTED]



Letter of Interest – Board of Directors Appointment
San Miguel Community Services District

Vidya Schalk

[REDACTED]
San Miguel, CA 93451

[REDACTED]
8th Jan, 2025

San Miguel Community Services District
Board of Directors
1765 Bonita Place
San Miguel, CA 93451

Dear Members of the Board of Directors,

I am writing to express my interest in being considered for appointment to the San Miguel Community Services District Board of Directors to fill the current vacancies.

I am a resident within the district's service boundaries and a registered voter. I have lived and worked in the San Miguel area since 2020 and care deeply about the long-term well-being, resilience, and quality of life of this community.

The district provides essential public services that residents depend on every day, including water supply, wastewater management, fire protection, solid waste, and infrastructure services. I have a multidisciplinary professional background in applied science and applied systems work, with experience evaluating infrastructure, resource management, and long-term planning decisions as well as in art and history. I am a teaching and research faculty at Cal Poly and teach classes in Bioresource and Engineering, Materials Engineering and Chemistry and in the past have also trained and worked in museums on history and art. In addition, I am also a local vineyard and winery owner, which gives me practical insight into local infrastructure conditions, water reliability, and the importance of long-term planning.

In service to the San Miguel community, I currently serve on the Board of Directors of the Rios Caledonia Historic Adobe (Friends of the Adobe) and maintain the non-profit organization's informational website.

I am particularly interested in supporting the district's responsibilities related to water and wastewater systems, infrastructure maintenance and investment, and careful fiscal oversight. I value transparent decision-making, responsible budgeting, and governance that balances present needs with future community resilience.

I would be honored to serve the residents of San Miguel in this capacity and to contribute my time, experience, and perspective to the work of the Board. Thank you for your consideration. I am happy to provide additional information or answer any questions.

Respectfully submitted,

Vidya Schalk



SAN MIGUEL COMMUNITY SERVICES DISTRICT
1765 Bonita Place
SAN MIGUEL, CA 93451
Phone (805) 467-3388

NOTICE OF VACANCY ON THE BOARD OF DIRECTORS

Notice of Intent to Appoint a Board Replacement

To all interested and qualified persons:

A vacancy now exists on the Board of Directors for the San Miguel Community Services District. This vacancy is the result of the passing of Director Green for a term ending in December, 2028.

The San Miguel Community Services District Board of Directors intends to appoint a person to fill the current vacancy and unexpired term of office at a Regular Board meeting on January 22, 2026, 6:00 pm to be held at the 601 12th Street, San Miguel CA.

Any person interested in being appointed to the Board of Directors should submit a letter of interest to the District as soon as possible but no later than 4:00 p.m. on January 12th, 2026. All letters of interest from qualified candidates will be delivered to the Board members. Qualified candidates must reside within the service boundaries of the District and be a registered voter.

It is suggested that letters of interest include your stated reason(s) for wanting to serve, any experience and qualifications that relate to the position of Director and any other information that you feel might be of benefit to the selection and appointment by the Board of Directors.

If there are any questions, please contact District office at 805-467-3388 or via District website, <https://www.sanmiguelcsd.org/smcscd-elections-board-vacancies>

<https://www.sanmiguelcsd.org/>

AVISO DE VACANTE EN EL CONSEJO DE ADMINISTRACIÓN

Aviso de Intención de Nombrar a un Sustituto de la Junta

A todas las personas interesadas y calificadas:

Actualmente existe una vacante en la Junta Directiva del Distrito de Servicios Comunitarios de San Miguel. Esta vacante es consecuencia del fallecimiento del Director Green para un mandato que finaliza en diciembre de 2028.

La Junta Directiva del Distrito de Servicios Comunitarios de San Miguel tiene la intención de nombrar a una persona para cubrir la vacante actual y el mandato no expirado en una reunión ordinaria de la Junta el 22 de enero de 2026, a las 6:00 PM, que se celebrará en el 601 12th Street, San Miguel CA.

Cualquier persona interesada en ser nombrada para la Junta Directiva debe presentar una carta de interés al Distrito lo antes posible, pero a más tardar a las 4:00 PM horas del 12 de enero de 2026. Todas las cartas de interés de candidatos calificados serán entregadas a los miembros de la Junta. Los candidatos calificados deben residir dentro de los límites de servicio del Distrito y estar registrados como votantes.

Se sugiere que las cartas de interés incluyan tu(s) motivo(s) declarado(s) para querer servir, cualquier experiencia y calificaciones relacionadas con el puesto de Director y cualquier otra información que consideres que pueda ser beneficiosa para la selección y nombramiento por parte del Consejo de Administración.

Si tiene alguna pregunta, por favor contacte con la oficina del distrito en el 805-467-3388 o a través de la página web del distrito, <https://www.sanmiguelcsd.org/smcscd-elections-board-vacancies>

<https://www.sanmiguelcsd.org/>

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 8.1

SUBJECT: General Manager (Pg. 12-13)

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/](https://www.sanmiguelcsd.org/)

Useful information:

Senate Bill 852, signed into law in October 2025, includes amendments to the Political Reform Act that affect how certain public officials file their Statement of Economic Interests (Form 700). Specifically, Section 18700.3(b) now requires electronic filing through the Fair Political Practices Commission (FPPC) for officials who manage public investments.

Form 700 Filing Process (Effective 2026) and should receive an email from FPPC 1-12-2026

- Filings must be submitted via the FPPC's Electronic Filing Portal:
https://www.fppc.ca.gov/Form700/Link_To_Efiling_Portal.html
- Paper filings will no longer be accepted by the FPPC for these roles.
- Filers must obtain login credentials and ensure timely submission.
- Late filings may result in penalties up to \$5,000.

When to File

- Annual Statement: Due by April 1 each year.
- Assuming Office Statement: Due within 30 days of taking office.
- Leaving Office Statement: Due within 30 days of leaving office.

Contact the FPPC at form700@fppc.ca.gov or call 1-866-275-3772 for assistance.

San Miguel CSD BOD file with: County of SLO electronically or paper

San Miguel GSA Board file with: FPPC electronically only

San Miguel Public Officials who Manage Public Investments (SB852) file with: FPPC electronically

only

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

**Board of Directors
Staff Report**

January 22, 2026

AGENDA ITEM: 8.3

SUBJECT: District Utilities (Pg. 14-16)

SUGGESTED ACTION: Receive and file

DISCUSSION:

Well Status:

- Well 4 is operational – Well Level 83’ 12/10/2025 (STATIC)
- Well 3 is operational – Well Level 80’ 12/10/2025 (STATIC)
- SLT Well is operational -Well Level 111’ 12/10/2025 (STATIC)

Water System status:

Water leaks this month: 0 Calendar year 2025: 5

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

- .

Sewer System status:

Sewer overflows this month: 0 Calendar year 2025: 0

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

- .

Central Coast Regional Water Resources Control Board:

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

State Water Resources Control Board (SWRCB):

- .

Division of Water Resources (DWR):

- .

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

- .

Billing related activity:(as of 1-12-2026)

- **Total active accounts**
- 915 water accounts
- 815 wastewater accounts
- 52 accounts 60 days past due
- 5 accounts have started an arrangement.
- **Service orders this month**
- 7 service orders issued and completed

Lighting/ Landscaping status:

- RFP on future agenda for approval for release.

Solid Waste:

- Household Hazardous Waste Facility (HHWF)
 - Project funding approved by Integrated Waste Management Authority (IWMA)
 - Plan design is complete. Working with IWMA to move forward with an agreement for the board to approve in order to start construction.
- Mattress recycling
 - Mattresses are accepted by appointment only, Monday, Wednesday, Friday between 8 am and 11 am.
- E-Waste collection
 - E-waste is accepted Monday, Wednesday, Friday between 8 am and 11 am.

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

- .

Project status:

- **WWTF status:**
 - Nearing 100% plan completion
 - Continuing to review additional grant and financing options.
 - Our state project manager is currently processing our construction agreement
- **Replacement water tank and pump station on east side of river/ water line replacement.**
(21007) started February 2022
 - **(POTENTIALLY GRANT FUNDED)**
 - Item on future agenda for potential contract award, RFP released at the 12/18/25 Board meeting
 - Easement of the proposed property was completed and granted 6/2/2025
- **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.
- **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.
 - WSC looking at options for sewer main realignment at the 11th street railroad crossing.
 - Preparing a construction grant application to perform repairs.

- **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.
- **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.

Staffing

- Vacant position(s).
 - WWTF Operator Lead
 - WWTF Operator
 - Field Operator

SLO County in San Miguel:

-

Caltrans in San Miguel:

- Wellsona undercrossing construction is underway.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 8.4

SUBJECT: Fire Chief Report (Pg. 17-70)

SUGGESTED ACTION: Receive and File

DISCUSSION:

Equipment:

1. All San Miguel Fire Department (SMFD) engines are currently in service.

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 2025 Office of Traffic Safety (OTS) Grant opened in January 2025, San Miguel Fire (SMF) applied for the 2025 Office of Traffic Safety (OTS) Grant for additional auto extrication equipment. Award notification has been received and responded to. The final document is in the Consent Agenda Item 9.5 Resolution 2025-45. All documents have been signed and items purchased. The Rescue 42 Junior struts have been put into service on January 8, 2026 and the HAAS devices were installed on January 7, 2026 on 3 out pieces of 4 frontline equipment. The final installation will be completed by January 22, 2026.
2. The 2025 Assistance to Firefighters Grant (AFG) opened 11/11/2024 and San Miguel Fire (SMF) applied for this grant again for respiratory safety equipment. No status update is available as of 4/8/2025.
3. 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.
4. The 2025/2026 Volunteer Fire Assistance (VFA) Grant application was submitted on April 29, 2025. SMF was awarded the grant and the final documentation has been placed in the Consent Agenda Item 9.6 Resolution 2025-46. Resolution 2025-46 was approved at the December 18, 2025 regular Board Meeting and the final approval from Cal Fire has been received. Grant related purchases have begun.
5. A supplemental VFA / VFD Grant was awarded for items initially not approved in the original submission for training. This item has been place in the Consent Calendar for approval.
6. San Miguel Fire (SMF) applied for Federal Emergency Management Agency (FEMA) grant funding to construct an Emergency Operations Center (EOC). \$1,027,00 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.

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. Training on the newly acquired Rescue 42 Junior equipment has commenced.
5. 1- Firefighter graduated from the Allan Handcock Fire Academy on December 11, 2025 and is

currently working shifts with SMF.

6. 1- Recruit is currently attending the Allan Hancock Firefighter Academy as of January 5, 2026.

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.

Multi Jurisdiction Hazard Mitigation Plan (MJHMP)

- The final draft is pending County approval and has been place in the Consent Agenda for Board approval.

International Origination for Standardization (ISO)

- 2025/2026 ISO final review meeting was conducted on October 6, 2025. Documentation was presented and the updated ISO rating will be available in 2-4 month.

Community Outreach

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

FISCAL IMPACT:

None

PREPARED BY: Scott Young

San Miguel Fire Department

San Miguel, CA

This report was generated on 1/9/2026 10:54:42 AM



Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 12/01/2025 | End Date: 12/31/2025

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Young, Scott P					
12/02/2025 08:00:00	12/02/2025 08:08:00	INCIDENT	8600	Incident 2025-248 - Alarm system activation, no fire - unintentional: Apparatus 8600 responded to 775 Mission ST	0.13
12/02/2025 08:30:00	12/03/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/02/2025 18:00:00	12/02/2025 22:00:00	DAYBOOK		Firefighter Training: Tools and Equipment Lead Instructor: Young, Scott P	4.00
12/02/2025 18:42:00	12/02/2025 18:58:00	INCIDENT	E8696	Incident 2025-249 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 611 Poquita LN	0.27
12/03/2025 08:30:00	12/04/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/03/2025 10:00:00	12/03/2025 14:00:00	DAYBOOK	8600	County Fire Chiefs Association Meeting in Templeton	4.00
12/04/2025 08:30:00	12/05/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/04/2025 12:03:00	12/04/2025 12:22:00	INCIDENT	E8696	Incident 2025-250 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 6556 Monterey RD	0.32
12/04/2025 13:48:00	12/04/2025 13:55:00	INCIDENT	E8696	Incident 2025-251 - Public service assistance, other: Apparatus E8696 responded to 1220 L ST	0.12
12/04/2025 17:30:00	12/04/2025 22:30:00	DAYBOOK	8600	BOD Meeting was canceled	5.00
12/05/2025 08:30:00	12/06/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/06/2025 08:30:00	12/07/2025 08:30:00	DAYBOOK	8600		24.00
12/07/2025 01:25:00	12/07/2025 01:44:00	INCIDENT	8600	Incident 2025-252 - Outside equipment fire: Apparatus 8600 responded to Perimeter RD	0.32
12/07/2025 08:30:00	12/08/2025 08:30:00	DAYBOOK	8600		24.00
12/08/2025 08:30:00	12/09/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/08/2025 19:16:00	12/08/2025 19:19:00	INCIDENT	8600	Incident 2025-253 - Dispatched & cancelled en route: Apparatus 8600 responded to 970 Makewe AVE	0.05
12/09/2025 08:30:00	12/10/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/09/2025 09:00:00	12/09/2025 13:00:00	DAYBOOK	8600	BOS Meeting regarding Ambulance Performance RFP	4.00
12/09/2025 18:00:00	12/09/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
12/10/2025 08:30:00	12/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/10/2025 16:27:00	12/10/2025 16:50:00	INCIDENT	8600	Incident 2025-254 - Passenger vehicle fire: Apparatus 8600 responded to 700 N River RD 25	0.38
12/12/2025 08:30:00	12/13/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/13/2025 08:30:00	12/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/14/2025 08:30:00	12/15/2025 08:30:00	DAYBOOK	8600		24.00
12/14/2025 15:42:00	12/14/2025 16:08:00	INCIDENT	8600	Incident 2025-255 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to 10th ST	0.43
12/15/2025 08:30:00	12/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/15/2025 10:00:00	12/15/2025 11:45:00	DAYBOOK	8600	1492 Verdi ADU, Passed	1.75
12/17/2025 08:30:00	12/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/17/2025 08:49:00	12/17/2025 09:10:00	INCIDENT	8600	Incident 2025-256 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1620 Verde PL	0.35
12/17/2025 15:08:00	12/17/2025 15:38:00	INCIDENT	E8668	Incident 2025-257 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1871 L ST	0.50
12/18/2025 08:30:00	12/19/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/18/2025 13:00:00	12/18/2025 13:00:00	DAYBOOK	8600	SMOG C8600	0.00
12/18/2025 14:00:00	12/18/2025 15:00:00	DAYBOOK	U8630	SMOG U8630	1.00

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



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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
12/18/2025 18:00:00	12/18/2025 21:30:00	DAYBOOK	8600	BOD Meeting	3.50
12/19/2025 08:30:00	12/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/19/2025 12:08:00	12/19/2025 12:37:00	INCIDENT	E8696	Incident 2025-258 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 8585 Cross Canyons RD	0.48
12/20/2025 08:30:00	12/21/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/21/2025 08:30:00	12/22/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/22/2025 08:30:00	12/23/2025 10:30:00	DAYBOOK	SMF 1		26.00
12/22/2025 17:36:00	12/22/2025 17:47:00	INCIDENT	8600	Incident 2025-259 - Public service: Apparatus 8600 responded to 881 Rio Mesa CIR	0.18
12/23/2025 05:13:00	12/23/2025 05:38:00	INCIDENT	8600	Incident 2025-260 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1540 N ST	0.42
12/23/2025 19:00:00	12/24/2025 08:30:00	DAYBOOK	8600		13.50
12/24/2025 08:30:00	12/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/25/2025 08:30:00	12/26/2025 08:30:00	DAYBOOK	8600		24.00
12/26/2025 08:30:00	12/27/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/27/2025 21:00:00	12/28/2025 08:30:00	DAYBOOK	8600		11.50
12/28/2025 08:30:00	12/29/2025 08:30:00	DAYBOOK	8600		24.00
12/29/2025 08:30:00	12/30/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/30/2025 08:30:00	12/31/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/30/2025 18:00:00	12/30/2025 22:00:00	DAYBOOK		Special Operations Training: Auto Extracation Lead Instructor: Young, Scott P	4.00
12/31/2025 08:30:00	12/31/2025 08:30:00	DAYBOOK	SMF 1		0.00
12/31/2025 13:58:00	12/31/2025 14:18:00	INCIDENT	8600	Incident 2025-264 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 601 12th ST	0.33
Total Hours for: Young, Scott P					662.53
Total of all Personnel Hours					662.53

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 1/9/2026 10:56:21 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: 12/01/2025 | End Date: 12/31/2025

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
12/02/2025	2025-248	0	0	08:00:00	2	8600	8600	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
12/02/2025	2025-249	0	0	18:42:00	5	E8696	E8696	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
12/04/2025	2025-250	0	0	12:03:00	4	E8696	E8696	02:00	00:00	00:07:00	00:05:00	00:05:00	00:07:00
12/04/2025	2025-251	0	0	13:48:00	4	E8696	E8696	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
12/07/2025	2025-252	0	0	01:25:00	1	8600	8600	01:00	00:00	00:16:00	00:15:00	00:15:00	00:16:00
12/10/2025	2025-254	5000	0	16:27:00	3	8600	P8651	01:00	00:00	00:03:00	00:02:00	00:07:00	00:08:00
12/14/2025	2025-255	0	0	15:42:00	2	8600	8600	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
12/17/2025	2025-256	0	0	08:48:00	1	8600	8600	00:00	01:00	00:04:00	00:03:00	00:03:00	00:04:00
12/17/2025	2025-257	0	0	15:08:00	5	E8668	E8668	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
12/19/2025	2025-258	0	0	12:08:00	3	E8696	E8696	00:10	00:00	00:02:00	00:01:50	00:01:50	00:02:00
12/22/2025	2025-259	0	0	17:36:00	1	8600	8600	03:00	00:00	00:07:00	00:04:00	00:04:00	00:07:00
12/23/2025	2025-260	0	0	05:13:00	1	8600	8600	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
12/23/2025	2025-261	0	0	17:29:00	2	E8668	E8668	15:00	00:00	00:22:00	00:07:00	00:07:00	00:22:00
12/25/2025	2025-262	0	0	16:54:00	3	E8696	E8696	06:00	00:00	00:08:00	00:02:00	00:02:00	00:08:00
12/27/2025	2025-263	0	0	23:10:00	1	P8651	P8651	06:00	00:00	00:07:00	00:01:00	00:01:00	00:07:00
12/31/2025	2025-264	0	0	13:58:00	5	E8696	E8696	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00

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 1/9/2026 11:01:24 AM



Incidents for Zone for Status for Date Range

Incident Status(s): All Incident Statuses | Zone(s): All Zones | Start Date: 12/01/2025 | End Date: 12/31/2025

INCIDENT NUMBER	INCIDENT TYPE	DATE	INCIDENT STATUS	LOCATION	APPARATUS
Zone: AAE - Auto Aid East					
2025-252	162	12/07/2025	Reviewed	Perimeter RD	8600, E8668
AAE - Auto Aid East Incidents: 1					
Zone: AAS - Auto Aid South					
2025-250	321	12/04/2025	Reviewed	6556 Monterey RD	E8696
AAS - Auto Aid South Incidents: 1					
Zone: CSD - CSD Limits					
2025-248	745	12/02/2025	Reviewed	775 Mission ST	8600, E8696
2025-251	550	12/04/2025	Reviewed	1220 L ST	E8696
2025-255	324	12/14/2025	Reviewed	10th ST	8600, SMF 1
2025-263	321	12/27/2025	Reviewed	1599 L ST	P8651
2025-264	321	12/31/2025	Reviewed	601 12th ST	8600, E8696
CSD - CSD Limits Incidents: 5					
Zone: JZT - Jazzy Town					
2025-259	553	12/22/2025	Reviewed	881 Rio Mesa CIR	8600
JZT - Jazzy Town Incidents: 1					
Zone: MH - Mission Heights					
2025-257	321	12/17/2025	Reviewed	1871 L ST	E8668
MH - Mission Heights Incidents: 1					
Zone: MM - Mission Meadows					
2025-249	321	12/02/2025	Reviewed	611 Poquita LN	E8696
2025-256	321	12/17/2025	Reviewed	1620 Verde PL	8600, E8668, SMF 1
2025-260	321	12/23/2025	Reviewed	1540 N ST	8600
2025-261	321	12/23/2025	Reviewed	1625 Verde PL	E8668
2025-262	553	12/25/2025	Reviewed	1775 Aldo WAY	E8696
MM - Mission Meadows Incidents: 5					
Zone: PSHH - Peoples Self Help Housing					
2025-253	611	12/08/2025	Reviewed	970 Makewe AVE	8600
PSHH - Peoples Self Help Housing Incidents: 1					
Zone: Ter - San Lawerance Terrace					
2025-258	321	12/19/2025	Reviewed	8585 Cross Canyons RD	E8696
Ter - San Lawerance Terrace Incidents: 1					

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



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Zone: WOMHP - White Oaks Mobile Home Park

2025-254	131	12/10/2025	Reviewed	700 N River RD	8600, P8651
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WOMHP - White Oaks Mobile Home Park Incidents: 1

Total Incidents: 17

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

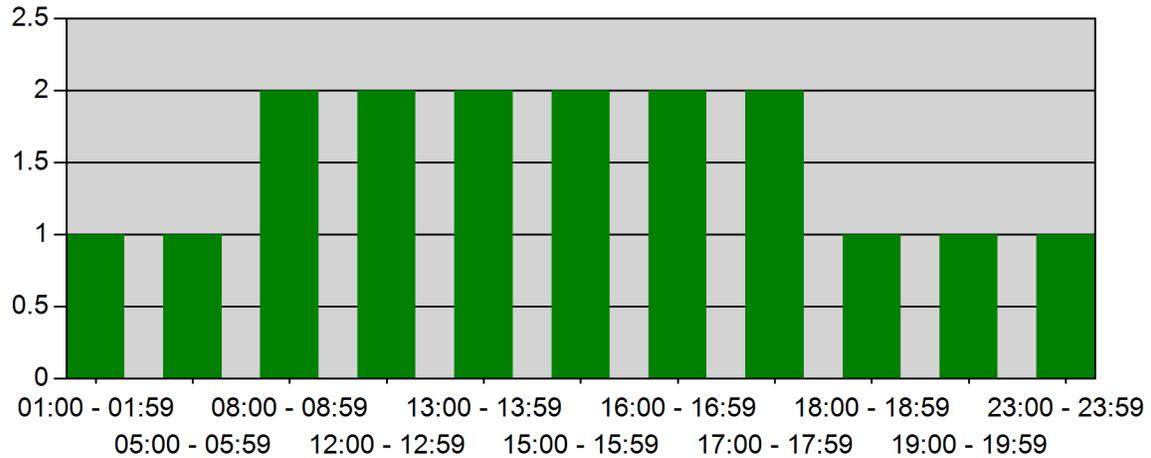
San Miguel, CA

This report was generated on 1/9/2026 11:02:44 AM



Incidents by Hour for Zone for Date Range

Zone: All Zones | Start Date: 12/01/2025 | End Date: 12/31/2025



TIME	COUNT
01:00 - 01:59	1
05:00 - 05:59	1
08:00 - 08:59	2
12:00 - 12:59	2
13:00 - 13:59	2
15:00 - 15:59	2
16:00 - 16:59	2
17:00 - 17:59	2
18:00 - 18:59	1
19:00 - 19:59	1
23:00 - 23:59	1

Only REVIEWED incidents included



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San Miguel Fire Department

San Miguel, CA

This report was generated on 1/9/2026 11:07:52 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: 12/01/2025 | End Date: 12/31/2025

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
Zone: AAE - Auto Aid East					
Fires					
	Lights and Sirens	15:00	0:00	1:00	16:00
Zone: AAS - Auto Aid South					
Rescue & Emergency Medical Service					
	Lights and Sirens	5:00	0:00	2:00	7:00
Zone: CSD - CSD Limits					
Rescue & Emergency Medical Service					
	Lights and Sirens	0:30	0:00	3:00	3:30
	No Lights or Sirens	3:00	0:00	0:00	3:00
Service Call					
	No Lights or Sirens	1:00	0:00	0:00	1:00
False Alarm & False Call					
	Lights and Sirens	5:00	0:00	1:00	6:00
Zone: JZT - Jazzy Town					
Service Call					
	No Lights or Sirens	4:00	0:00	3:00	7:00
Zone: MH - Mission Heights					
Rescue & Emergency Medical Service					
	Lights and Sirens	3:00	0:00	1:00	4:00
Zone: MM - Mission Meadows					
Rescue & Emergency Medical Service					
	Lights and Sirens	4:20	0:20	5:20	10:00
	No Lights or Sirens	3:00	0:00	0:00	3:00
Service Call					
	No Lights or Sirens	2:00	0:00	6:00	8:00
Zone: Ter - San Laverance Terrace					
Rescue & Emergency Medical Service					
	Lights and Sirens	1:50	0:00	0:10	2:00
Zone: WOMHP - White Oaks Mobile Home Park					
Fires					
	Lights and Sirens	2:00	0:00	1:00	3:00

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 1/9/2026 11:09:44 AM



Average Number of Responding Personnel per Incident Type for Date Range

StartDate: 12/01/2025 | EndDate: 12/31/2025

INCIDENT TYPE	AVG. # PERSONNEL
131 - Passenger vehicle fire	3
162 - Outside equipment fire	3
321 - EMS call, excluding vehicle accident with injury	3
324 - Motor vehicle accident with no injuries.	2
550 - Public service assistance, other	4
553 - Public service	2
611 - Dispatched & cancelled en route	1
745 - Alarm system activation, no fire - unintentional	2

Reviewed Incidents only.



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San Miguel Fire Department

San Miguel, CA

This report was generated on 1/9/2026 11:12:30 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: 12/01/2025 | End Date: 12/31/2025

Hour	Sun	Mon	Tue	Wed	Thu	Fri	Sat
00:00	0	0	0	0	0	0	0
01:00	1	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0
03:00	0	0	0	0	0	0	0
04:00	0	0	0	0	0	0	0
05:00	0	0	1	0	0	0	0
06:00	0	0	0	0	0	0	0
07:00	0	0	0	0	0	0	0
08:00	0	0	1	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	0	0	0	0	0
12:00	0	0	0	0	1	1	0
13:00	0	0	0	1	1	0	0
14:00	0	0	0	0	0	0	0
15:00	1	0	0	1	0	0	0
16:00	0	0	0	1	1	0	0
17:00	0	1	1	0	0	0	0
18:00	0	0	1	0	0	0	0
19:00	0	1	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	0	0	0	0	0	0
23:00	0	0	0	0	0	0	1
Total Responses for Day	2	2	4	4	3	1	1
% of Responses for Day	50.00%	50.00%	25.00%	25.00%	33.33%	100.00%	100.00%
% of Responses for Week	11.76%	11.76%	23.53%	23.53%	17.65%	5.88%	5.88%

Hour	Total per Hour	Percent
00:00	0	0.00%
01:00	1	5.88%
02:00	0	0.00%
03:00	0	0.00%
04:00	0	0.00%
05:00	1	5.88%
06:00	0	0.00%
07:00	0	0.00%
08:00	2	11.76%
09:00	0	0.00%
10:00	0	0.00%
11:00	0	0.00%
12:00	2	11.76%
13:00	2	11.76%
14:00	0	0.00%
15:00	2	11.76%
16:00	2	11.76%
17:00	2	11.76%
18:00	1	5.88%
19:00	1	5.88%
20:00	0	0.00%
21:00	0	0.00%
22:00	0	0.00%
23:00	1	5.88%
Total	17	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

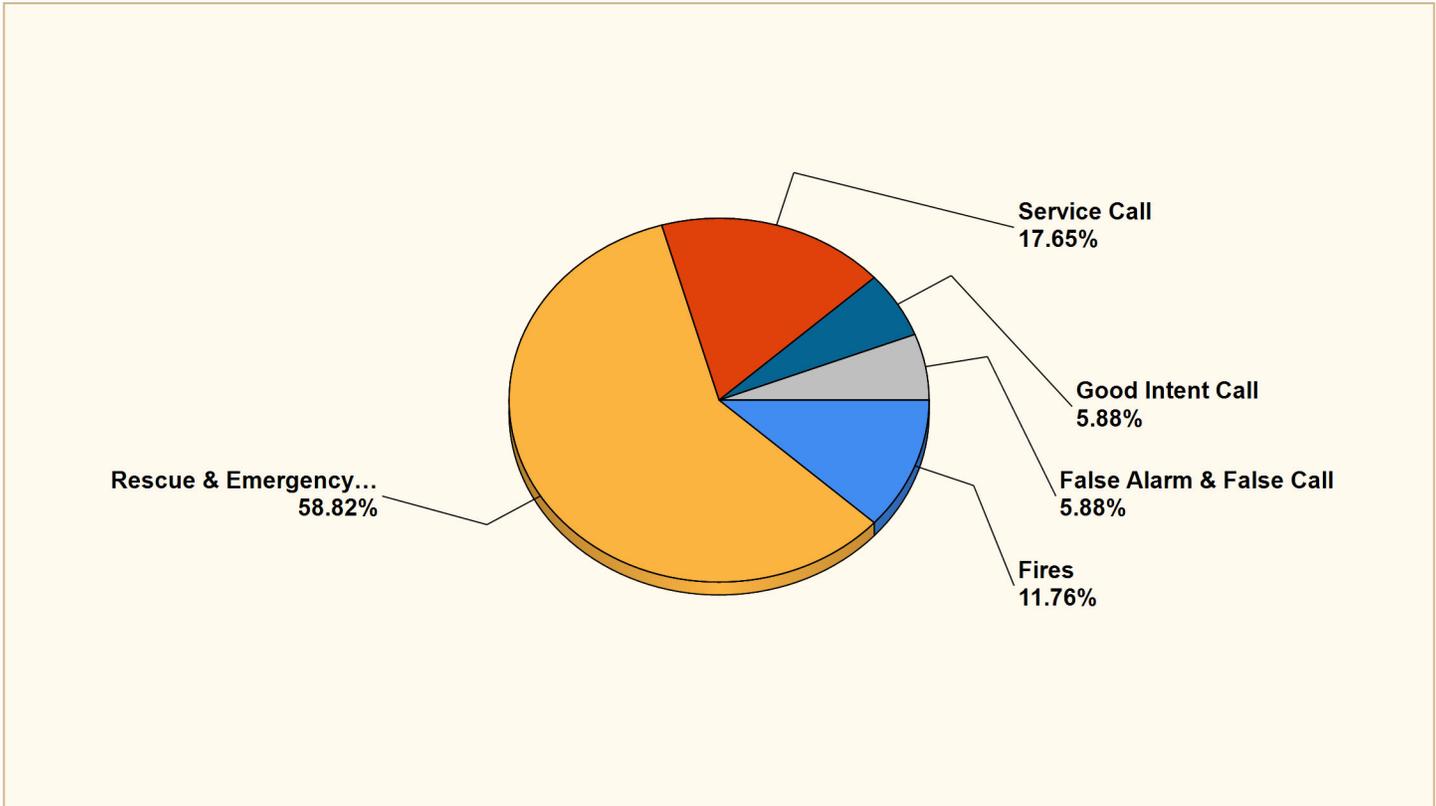
San Miguel, CA

This report was generated on 1/9/2026 11:16:29 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2025 | End Date: 12/31/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	11.76%
Rescue & Emergency Medical Service	10	58.82%
Service Call	3	17.65%
Good Intent Call	1	5.88%
False Alarm & False Call	1	5.88%
TOTAL	17	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
131 - Passenger vehicle fire	1	5.88%
162 - Outside equipment fire	1	5.88%
321 - EMS call, excluding vehicle accident with injury	9	52.94%
324 - Motor vehicle accident with no injuries.	1	5.88%
550 - Public service assistance, other	1	5.88%
553 - Public service	2	11.76%
611 - Dispatched & cancelled en route	1	5.88%
745 - Alarm system activation, no fire - unintentional	1	5.88%
TOTAL INCIDENTS:	17	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.



San Miguel Fire Department

San Miguel, CA

This report was generated on 1/9/2026 10:52:28 AM



Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 01/01/2025 | End Date: 12/31/2025

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Young, Scott P					
01/01/2025 04:05:00	01/01/2025 04:44:00	INCIDENT	8600	Incident 2025-001 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 7285 Cross Canyons RD	0.65
01/01/2025 08:27:00	01/01/2025 08:49:00	INCIDENT	8600	Incident 2025-002 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 993 Makewe AVE	0.37
01/01/2025 08:30:00	01/02/2025 08:30:00	DAYBOOK	8600		24.00
01/02/2025 08:30:00	01/03/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/02/2025 09:30:00	01/02/2025 10:30:00	DAYBOOK	8600	1140 K Street preplan review site inspection.	1.00
01/02/2025 13:07:00	01/02/2025 13:16:00	INCIDENT	E8696	Incident 2025-003 - Lock-in (if lock out , use 511): Apparatus E8696 responded to 1425 Mission ST	0.15
01/03/2025 08:30:00	01/04/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/04/2025 08:30:00	01/05/2025 08:30:00	DAYBOOK	8600		24.00
01/05/2025 02:04:00	01/05/2025 02:29:00	INCIDENT	8600	Incident 2025-004 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 238 Soka WAY	0.42
01/05/2025 05:16:00	01/05/2025 05:28:00	INCIDENT	8600	Incident 2025-005 - Smoke detector activation, no fire - unintentional: Apparatus 8600 responded to 775 Tielo ST	0.20
01/05/2025 08:30:00	01/06/2025 08:30:00	DAYBOOK	8600		24.00
01/06/2025 08:30:00	01/07/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/06/2025 12:47:00	01/06/2025 13:09:00	INCIDENT	8600	Incident 2025-006 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1385 Mission St	0.37
01/06/2025 16:38:00	01/06/2025 17:17:00	INCIDENT	8600	Incident 2025-007 - Cooking fire, confined to container: Apparatus 8600 responded to 1735 Bonita PL	0.65
01/07/2025 04:23:00	01/07/2025 04:49:00	INCIDENT	8600	Incident 2025-008 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1140 N ST	0.43
01/07/2025 08:30:00	01/08/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/07/2025 09:30:00	01/07/2025 10:30:00	DAYBOOK	SMF 1	Walkthrough the THU with Nick	1.00
01/07/2025 17:33:00	01/07/2025 17:56:00	INCIDENT	8600	Incident 2025-009 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1220 L ST	0.38
01/07/2025 17:56:00	01/07/2025 18:18:00	INCIDENT	8600	Incident 2025-010 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 346 12th ST	0.37
01/10/2025 08:30:00	01/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/11/2025 08:30:00	01/12/2025 07:00:00	DAYBOOK	8600		22.50
01/12/2025 15:00:00	01/13/2025 08:30:00	DAYBOOK	8600		17.50
01/13/2025 08:30:00	01/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/13/2025 14:00:00	01/13/2025 15:00:00	DAYBOOK	8600	ADU at 8732 Martinez Drive. No SMF records exist.	1.00
01/14/2025 08:30:00	01/15/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/14/2025 09:00:00	01/14/2025 13:00:00	DAYBOOK	8600	MJHMP Meeting San Luis	4.00
01/14/2025 14:10:00	01/14/2025 14:33:00	INCIDENT	8600	Incident 2025-013 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to N Highway 101 HWY	0.38
01/15/2025 08:30:00	01/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/15/2025 12:04:00	01/15/2025 12:31:00	INCIDENT	8600	Incident 2025-014 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to 1499 K ST	0.45
01/15/2025 18:00:00	01/16/2025 00:00:00	DAYBOOK		Firefighter Training: Water Supply Lead Instructor: Young, Scott P	6.00
01/16/2025 08:30:00	01/17/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/16/2025 11:28:00	01/16/2025 11:38:00	INCIDENT	E8696	Incident 2025-015 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1868 L ST	0.17
01/16/2025 13:00:00	01/16/2025 16:30:00	DAYBOOK	E8696	Rewrapped E8696 exhaust, greased joints, replaced air cleaner.	3.50

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
01/16/2025 13:00:00	01/16/2025 16:30:00	DAYBOOK	E8696	Topped off motor oil and transmission fluid.	3.50
01/17/2025 08:30:00	01/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/17/2025 13:00:00	01/17/2025 14:00:00	DAYBOOK	8600	BOD meeting WWTP	1.00
01/17/2025 16:50:00	01/17/2025 17:29:00	INCIDENT	8600	Incident 2025-016 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 972 K ST	0.65
01/18/2025 16:00:00	01/19/2025 08:30:00	DAYBOOK	8600		16.50
01/18/2025 16:46:00	01/18/2025 17:13:00	INCIDENT	8600	Incident 2025-017 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 890 L ST	0.45
01/19/2025 07:38:00	01/19/2025 08:02:00	INCIDENT	8600	Incident 2025-018 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 830 Sebastian CT	0.40
01/19/2025 08:30:00	01/20/2025 08:30:00	DAYBOOK	8600		24.00
01/20/2025 08:30:00	01/21/2025 08:30:00	DAYBOOK	8600		24.00
01/20/2025 12:04:00	01/20/2025 12:27:00	INCIDENT	8600	Incident 2025-019 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 685 Catala WAY	0.38
01/21/2025 08:30:00	01/22/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/21/2025 10:00:00	01/21/2025 11:00:00	DAYBOOK	8600	Inspection Roman	1.00
01/22/2025 08:30:00	01/23/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/22/2025 10:30:00	01/22/2025 11:30:00	DAYBOOK	8600	THU Final Inspection with County	1.00
01/22/2025 18:00:00	01/22/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
01/22/2025 19:00:00	01/22/2025 21:30:00	DAYBOOK	8600	SMAC Meeting	2.50
01/23/2025 08:30:00	01/24/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/23/2025 09:09:00	01/23/2025 09:24:00	INCIDENT	E8696	Incident 2025-020 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1150 MISSION ST	0.25
01/23/2025 14:01:00	01/23/2025 14:08:00	INCIDENT	E8696	Incident 2025-021 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1150 Mission ST	0.12
01/23/2025 18:00:00	01/23/2025 22:00:00	DAYBOOK	8600	BOD Meeting	4.00
01/23/2025 19:24:00	01/23/2025 19:30:00	INCIDENT	8600	Incident 2025-022 - Fire, other: Apparatus 8600 responded to 400 11th ST	0.10
01/24/2025 08:02:00	01/24/2025 08:39:00	INCIDENT	8600	Incident 2025-023 - Trash or rubbish fire, contained: Apparatus 8600 responded to 1198 N River RD	0.62
01/24/2025 08:30:00	01/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/25/2025 07:23:00	01/25/2025 07:47:00	INCIDENT	8600	Incident 2025-024 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1140 N ST	0.40
01/25/2025 08:30:00	01/26/2025 08:30:00	DAYBOOK	8600		24.00
01/25/2025 09:42:00	01/25/2025 10:13:00	INCIDENT	8600	Incident 2025-025 - Outside rubbish, trash or waste fire: Apparatus 8600 responded to 1198 N River RD	0.52
01/25/2025 11:20:00	01/25/2025 11:46:00	INCIDENT	8600	Incident 2025-026 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1263 Mission ST	0.43
01/26/2025 08:30:00	01/27/2025 08:30:00	DAYBOOK	8600		24.00
01/26/2025 08:43:00	01/26/2025 09:08:00	INCIDENT	8600	Incident 2025-027 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1402 Mission ST	0.42
01/27/2025 12:00:00	01/28/2025 08:30:00	DAYBOOK	8600		20.50
01/28/2025 08:30:00	01/29/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/28/2025 14:30:00	01/28/2025 16:30:00	DAYBOOK	8600	Mission walkthrough	2.00
01/29/2025 08:23:00	01/29/2025 08:57:00	INCIDENT	E8696	Incident 2025-028 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1625 Bonita PL	0.57
01/29/2025 08:30:00	01/29/2025 08:30:00	DAYBOOK	SMF 1		0.00
01/30/2025 08:30:00	01/31/2025 08:30:00	DAYBOOK	SMF 1		24.00
01/30/2025 11:42:00	01/30/2025 12:13:00	INCIDENT	E8696	Incident 2025-029 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1140 N ST	0.52
01/31/2025 08:30:00	02/01/2025 07:00:00	DAYBOOK	SMF 1		22.50
01/31/2025 09:47:00	01/31/2025 10:01:00	INCIDENT	E8696	Incident 2025-030 - Outside rubbish fire, other: Apparatus E8696 responded to 14200 Power RD	0.23
01/31/2025 11:00:00	01/31/2025 14:00:00	DAYBOOK	8600	Meet with Rick Smith and picked up 4 BKR5000's and accessories	3.00
02/01/2025 17:00:00	02/02/2025 08:30:00	DAYBOOK	8600		15.50
02/02/2025 08:30:00	02/03/2025 08:30:00	DAYBOOK	8600		24.00
02/03/2025 00:01:00	02/03/2025 00:54:00	INCIDENT	8600	Incident 2025-032 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1927 L ST	0.88
02/03/2025 08:30:00	02/04/2025 08:30:00	DAYBOOK	SMF 1		24.00

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
02/03/2025 13:30:00	02/03/2025 14:00:00	DAYBOOK	E8696	Final inspection 1458 Rio Vista Passed	0.50
02/03/2025 14:00:00	02/03/2025 14:30:00	DAYBOOK	E8696	Final building inspection 8732 Martinez Passed	0.50
02/03/2025 18:25:00	02/03/2025 18:46:00	INCIDENT	8600	Incident 2025-033 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1515 L ST	0.35
02/04/2025 08:30:00	02/05/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/05/2025 08:30:00	02/05/2025 08:30:00	DAYBOOK	SMF 1		0.00
02/05/2025 09:00:00	02/05/2025 12:00:00	DAYBOOK	8600		3.00
02/05/2025 12:00:00	02/05/2025 14:00:00	DAYBOOK	8600	Picked up BKR9000's from RS Communication	2.00
02/05/2025 18:00:00	02/05/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
02/06/2025 08:30:00	02/07/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/06/2025 10:30:00	02/06/2025 12:00:00	DAYBOOK	SMF 1	Meeting re 1249 mission Street	1.50
02/07/2025 08:30:00	02/08/2025 07:00:00	DAYBOOK	SMF 1		22.50
02/07/2025 18:18:00	02/07/2025 18:52:00	INCIDENT	8600	Incident 2025-035 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to 1223 L ST	0.57
02/08/2025 18:00:00	02/09/2025 08:30:00	DAYBOOK	8600		14.50
02/09/2025 08:30:00	02/10/2025 08:30:00	DAYBOOK	8600		24.00
02/09/2025 21:15:00	02/09/2025 22:19:00	INCIDENT	8600	Incident 2025-038 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1220 L ST	1.07
02/10/2025 08:30:00	02/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/10/2025 09:30:00	02/10/2025 10:00:00	DAYBOOK	8600	Rough Fire Sprinkler inspection 1140 K Street. Project submittal not received inspection sigh off pending.	0.50
02/11/2025 08:30:00	02/12/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/12/2025 08:30:00	02/13/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/12/2025 09:10:00	02/12/2025 09:50:00	INCIDENT	E8696	Incident 2025-039 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 5415 Magdalena DR	0.67
02/13/2025 08:30:00	02/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/13/2025 08:30:00	02/13/2025 12:00:00	DAYBOOK	E8668	Gary Nix install radio E8668	3.50
02/14/2025 08:30:00	02/15/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/14/2025 13:49:00	02/14/2025 14:48:00	INCIDENT	E8696	Incident 2025-041 - Power line down: Apparatus E8696 responded to 8754 Martinez DR	0.98
02/15/2025 08:30:00	02/16/2025 08:30:00	DAYBOOK	8600		24.00
02/16/2025 08:30:00	02/17/2025 08:30:00	DAYBOOK	8600		24.00
02/17/2025 08:30:00	02/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/17/2025 19:08:00	02/17/2025 19:37:00	INCIDENT	8600	Incident 2025-042 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1173 Velarde CIR	0.48
02/18/2025 05:03:00	02/18/2025 05:46:00	INCIDENT	E8696	Incident 2025-043 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1401 Prado PL	0.72
02/18/2025 08:30:00	02/19/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/18/2025 12:00:00	02/18/2025 13:00:00	DAYBOOK	8600	1140 K Street Fire Sprinklers	1.00
02/19/2025 08:30:00	02/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/20/2025 18:00:00	02/21/2025 08:30:00	DAYBOOK	8600		14.50
02/21/2025 08:30:00	02/22/2025 08:30:00	DAYBOOK	SMF 1		24.00
02/21/2025 11:38:00	02/21/2025 12:00:00	INCIDENT	E8696	Incident 2025-044 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1221 K ST	0.37
02/24/2025 05:00:00	02/24/2025 07:00:00	DAYBOOK	8600		2.00
02/25/2025 06:00:00	02/25/2025 08:00:00	DAYBOOK	8600		2.00
02/26/2025 06:00:00	02/26/2025 08:00:00	DAYBOOK	8600		2.00
02/27/2025 06:00:00	02/27/2025 08:00:00	DAYBOOK	8600		2.00
02/28/2025 06:00:00	02/28/2025 08:00:00	DAYBOOK			2.00
03/03/2025 00:01:00	03/04/2025 08:30:00	DAYBOOK	SMF 1		32.48
03/03/2025 14:00:00	03/03/2025 15:00:00	DAYBOOK	E8696	Final Fire Inspection DeAlba Mission Lane	1.00
03/04/2025 08:30:00	03/05/2025 08:30:00	DAYBOOK	SMF 1		24.00

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
03/05/2025 08:30:00	03/06/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/05/2025 09:00:00	03/05/2025 12:00:00	DAYBOOK	8600	County Fire Chiefs Meeting in AG	3.00
03/05/2025 18:00:00	03/05/2025 22:00:00	DAYBOOK		EMS : CPR Lead Instructor: Navarro, Wyatt P	4.00
03/05/2025 20:32:00	03/05/2025 21:01:00	INCIDENT	E8696	Incident 2025-052 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1188 Cortez CIR	0.48
03/06/2025 07:54:00	03/06/2025 08:01:00	INCIDENT	8600	Incident 2025-053 - Trash or rubbish fire, contained: Apparatus 8600 responded to 900 N River RD	0.12
03/06/2025 08:30:00	03/07/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/06/2025 12:00:00	03/06/2025 14:00:00	DAYBOOK	8600	1300 Meeting with LAFCO at LAFCO Office	2.00
03/06/2025 17:07:00	03/06/2025 17:14:00	INCIDENT	8600	Incident 2025-054 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 698 N River RD	0.12
03/07/2025 08:30:00	03/08/2025 06:00:00	DAYBOOK	SMF 1		21.50
03/07/2025 09:00:00	03/07/2025 10:30:00	DAYBOOK	8600	1st 2025/2026 Budget meeting	1.50
03/07/2025 12:28:00	03/07/2025 13:07:00	INCIDENT	8600	Incident 2025-055 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1420 K ST	0.65
03/08/2025 17:00:00	03/09/2025 08:30:00	DAYBOOK	8600		15.50
03/09/2025 08:30:00	03/10/2025 08:30:00	DAYBOOK	8600		24.00
03/10/2025 08:30:00	03/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/11/2025 08:30:00	03/12/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/12/2025 08:30:00	03/13/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/12/2025 14:00:00	03/12/2025 15:30:00	DAYBOOK	SMF 1	Meeting with CalFire BC's to review Auto-aid agreement.	1.50
03/12/2025 18:00:00	03/12/2025 19:00:00	DAYBOOK	E8696	Meet with Mission Staff and discussed fire safety	1.00
03/12/2025 18:00:00	03/12/2025 22:00:00	DAYBOOK		Firefighter Training: Scene Size up Lead Instructor: Young, Scott P	4.00
03/13/2025 08:30:00	03/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/13/2025 19:00:00	03/13/2025 21:00:00	DAYBOOK	8600	GSA meeting	2.00
03/14/2025 08:30:00	03/15/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/15/2025 17:00:00	03/16/2025 08:30:00	DAYBOOK	8600		15.50
03/16/2025 08:30:00	03/17/2025 08:30:00	DAYBOOK	8600		24.00
03/16/2025 10:34:00	03/16/2025 10:45:00	INCIDENT	8600	Incident 2025-057 - Passenger vehicle fire: Apparatus 8600 responded to 7700 S Highway 101 HWY	0.18
03/17/2025 08:30:00	03/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/17/2025 10:00:00	03/17/2025 11:00:00	DAYBOOK	SMF 1	Meeting with Verkada regarding intercom, and video security options.	1.00
03/17/2025 13:30:00	03/17/2025 15:00:00	DAYBOOK	SMF 1	Plan Check review 560 Chick Lane	1.50
03/18/2025 10:00:00	03/18/2025 14:00:00	DAYBOOK			4.00
03/18/2025 18:30:00	03/19/2025 08:30:00	DAYBOOK	SMF 1		14.00
03/19/2025 08:30:00	03/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/19/2025 08:30:00	03/19/2025 09:30:00	DAYBOOK	SMF 1	Revise Plan check review letter for 1285 Mission	1.00
03/19/2025 09:30:00	03/19/2025 11:00:00	DAYBOOK	SMF 1	Plan check review 1051 Wimer Way	1.50
03/19/2025 11:00:00	03/19/2025 12:00:00	DAYBOOK	SMF 1	Plan check review 1053 Wimer Way	1.00
03/20/2025 08:30:00	03/21/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/20/2025 13:39:00	03/20/2025 14:14:00	INCIDENT	E8696	Incident 2025-059 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1887 Mission ST	0.58
03/21/2025 08:30:00	03/22/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/22/2025 08:30:00	03/23/2025 08:30:00	DAYBOOK	8600		24.00
03/23/2025 08:30:00	03/24/2025 08:30:00	DAYBOOK	8600		24.00
03/24/2025 08:30:00	03/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/25/2025 08:30:00	03/26/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/26/2025 08:30:00	03/27/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/26/2025 09:00:00	03/26/2025 10:30:00	DAYBOOK	8600	1465 & 1469 K Street Fire final inspection both passed garage pending	1.50

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03/26/2025 11:58:00	03/26/2025 12:31:00	INCIDENT	E8696	Incident 2025-060 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1116 L ST	0.55
03/26/2025 13:18:00	03/26/2025 13:29:00	INCIDENT	8600	Incident 2025-061 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 7857 Estrella RD	0.18
03/26/2025 19:00:00	03/26/2025 21:00:00	DAYBOOK	8600	SMAC Meeting	2.00
03/27/2025 08:30:00	03/28/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/27/2025 10:19:00	03/27/2025 10:42:00	INCIDENT	E8696	Incident 2025-062 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1140 N ST	0.38
03/27/2025 18:00:00	03/27/2025 22:00:00	DAYBOOK	8600	BOD Meeting	4.00
03/28/2025 08:30:00	03/29/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/28/2025 08:45:00	03/28/2025 09:27:00	INCIDENT	E8696	Incident 2025-063 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 4545 Vineyard Canyon RD	0.70
03/28/2025 14:30:00	03/28/2025 16:00:00	DAYBOOK	E8696	Pre-Plan of the Rios Calodena	1.50
03/29/2025 08:30:00	03/29/2025 14:30:00	DAYBOOK	8600		6.00
03/29/2025 20:00:00	03/30/2025 08:30:00	DAYBOOK	8600		12.50
03/29/2025 23:05:00	03/29/2025 23:19:00	INCIDENT	8600	Incident 2025-064 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1235 L ST	0.23
03/30/2025 08:30:00	03/31/2025 08:30:00	DAYBOOK	8600		24.00
03/31/2025 08:30:00	04/01/2025 08:30:00	DAYBOOK	SMF 1		24.00
03/31/2025 20:43:00	03/31/2025 21:06:00	INCIDENT	8600	Incident 2025-065 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 560 12th ST	0.38
04/01/2025 08:30:00	04/02/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/02/2025 08:30:00	04/03/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/02/2025 09:00:00	04/02/2025 13:00:00	DAYBOOK	8600	County Fire Chiefs Meeting In Los Osos	4.00
04/02/2025 18:00:00	04/02/2025 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
04/03/2025 08:30:00	04/04/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/04/2025 08:30:00	04/05/2025 07:00:00	DAYBOOK	SMF 1		22.50
04/04/2025 09:41:00	04/04/2025 10:25:00	INCIDENT	E8696	Incident 2025-67 - Outside rubbish fire, other: Apparatus E8696 responded to 9898 N River RD	0.73
04/05/2025 00:20:00	04/05/2025 01:02:00	INCIDENT	E8696	Incident 2025-068 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 10750 Pear Valley RD	0.70
04/05/2025 14:00:00	04/06/2025 08:00:00	DAYBOOK	8600		18.00
04/06/2025 14:00:00	04/07/2025 08:30:00	DAYBOOK	8600		18.50
04/06/2025 15:51:00	04/06/2025 16:06:00	INCIDENT	8600	Incident 2025-069 - Brush or brush-and-grass mixture fire: Apparatus 8600 responded to 9892 N River RD	0.25
04/07/2025 08:30:00	04/08/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/07/2025 15:00:00	04/07/2025 17:30:00	DAYBOOK	8600	Meeting with Supervisor Peschong 1055 Monterey Road SLO	2.50
04/08/2025 08:30:00	04/09/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/08/2025 21:07:00	04/08/2025 21:22:00	INCIDENT	8600	Incident 2025-070 - Smoke detector activation due to malfunction: Apparatus 8600 responded to 1145 K ST	0.25
04/08/2025 21:39:00	04/08/2025 22:19:00	INCIDENT	8600	Incident 2025-071 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1935 L ST	0.67
04/09/2025 08:30:00	04/10/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/09/2025 17:29:00	04/09/2025 17:39:00	INCIDENT	E8696	Incident 2025-072 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 8520 N Barnes RD	0.17
04/09/2025 18:00:00	04/09/2025 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
04/10/2025 08:30:00	04/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/11/2025 08:30:00	04/12/2025 09:00:00	DAYBOOK	SMF 1		24.50
04/12/2025 16:00:00	04/13/2025 08:30:00	DAYBOOK	8600		16.50
04/13/2025 08:30:00	04/14/2025 08:30:00	DAYBOOK	8600		24.00
04/13/2025 09:38:00	04/13/2025 10:12:00	INCIDENT	8600	Incident 2025-074 - Medical assist, assist EMS crew: Apparatus 8600 responded to 8475 Barnes RD	0.57
04/13/2025 19:42:00	04/13/2025 19:48:00	INCIDENT	8600	Incident 2025-075 - Natural vegetation fire, other: Apparatus 8600 responded to 9800 N River RD	0.10
04/14/2025 08:30:00	04/15/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/14/2025 09:00:00	04/14/2025 10:30:00	DAYBOOK	SMF 1	Meet with Deputy Love regarding community issues.	1.50

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



START	END	LOG TYPE	APPARATUS	NOTES	HOURS
04/14/2025 10:24:00	04/14/2025 11:21:00	INCIDENT	E8696	Incident 2025-076 - Assist police or other governmental agency: Apparatus E8696 responded to 998 River RD	0.95
04/14/2025 22:21:00	04/14/2025 22:45:00	INCIDENT	8600	Incident 2025-077 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 900 Mission ST	0.40
04/15/2025 08:30:00	04/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/15/2025 09:00:00	04/15/2025 11:30:00	DAYBOOK	8600	Cleanup under River Road Bridge.	2.50
04/15/2025 13:00:00	04/15/2025 14:30:00	DAYBOOK	SMF 1	Annual Confine Space Technician Entry Training. Rojas, Wyatt. Awarness & Ops Training. Reese, Arebalo.	1.50
04/16/2025 08:30:00	04/17/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/16/2025 10:00:00	04/16/2025 10:30:00	DAYBOOK	E8696	Street level inspection of solar array at 1402 Mission. Corrections stated.	0.50
04/16/2025 18:00:00	04/16/2025 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
04/17/2025 08:30:00	04/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/17/2025 18:00:00	04/17/2025 22:00:00	DAYBOOK	8600	BOD Meeting 601 12th Street	4.00
04/18/2025 00:36:00	04/18/2025 00:42:00	INCIDENT	8600	Incident 2025-078 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1435 Rio Vista PL	0.10
04/18/2025 08:30:00	04/19/2025 06:00:00	DAYBOOK	SMF 1		21.50
04/18/2025 09:41:00	04/18/2025 10:02:00	INCIDENT	E8696	Incident 2025-079 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 20 Wellsona RD	0.35
04/19/2025 21:00:00	04/20/2025 08:30:00	DAYBOOK	8600		11.50
04/20/2025 08:30:00	04/21/2025 08:30:00	DAYBOOK	8600		24.00
04/20/2025 13:36:00	04/20/2025 13:50:00	INCIDENT	8600	Incident 2025-080 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 775 Mission ST	0.23
04/21/2025 08:30:00	04/22/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/21/2025 09:30:00	04/21/2025 11:00:00	DAYBOOK	8600	Meeting with Sheriffs office, & Public Works regarding issues in San Miguel.	1.50
04/22/2025 08:30:00	04/23/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/22/2025 10:30:00	04/22/2025 11:30:00	DAYBOOK	E8696	13165 North River Bluffs Fire final. Requires reinspection	1.00
04/23/2025 08:30:00	04/24/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/24/2025 08:02:00	04/24/2025 08:29:00	INCIDENT	8600	Incident 2025-081 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 700 Armand AVE	0.45
04/24/2025 08:30:00	04/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/25/2025 08:30:00	04/26/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/25/2025 16:14:00	04/25/2025 16:21:00	INCIDENT	E8696	Incident 2025-082 - Gas leak (natural gas or LPG): Apparatus E8696 responded to 1140 N ST	0.12
04/26/2025 08:30:00	04/26/2025 12:00:00	DAYBOOK	8600	Sagebrush Days & Dia Del Nino	3.50
04/26/2025 08:30:00	04/27/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/27/2025 08:30:00	04/29/2025 08:30:00	DAYBOOK	8600		48.00
04/28/2025 02:01:00	04/28/2025 02:32:00	INCIDENT	8600	Incident 2025-083 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1188 Cortez CIR	0.52
04/28/2025 08:30:00	04/29/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/29/2025 08:30:00	04/30/2025 08:30:00	DAYBOOK	SMF 1		24.00
04/30/2025 14:30:00	04/30/2025 17:00:00	DAYBOOK	8600		2.50
05/01/2025 07:00:00	05/01/2025 09:00:00	DAYBOOK	8600		2.00
05/02/2025 12:30:00	05/02/2025 15:30:00	DAYBOOK	8600		3.00
05/03/2025 13:00:00	05/03/2025 15:00:00	DAYBOOK	8600		2.00
05/04/2025 17:30:00	05/05/2025 08:30:00	DAYBOOK	8600		15.00
05/05/2025 08:30:00	05/06/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/05/2025 10:48:00	05/05/2025 11:15:00	INCIDENT	E8696	Incident 2025-086 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1167 cortez CIR	0.45
05/05/2025 11:32:00	05/05/2025 12:03:00	INCIDENT	E8696	Incident 2025-087 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 340 15th ST	0.52
05/06/2025 08:30:00	05/07/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/06/2025 09:17:00	05/06/2025 09:47:00	INCIDENT	E8696	Incident 2025-088 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 2884 San Pablo LN	0.50
05/06/2025 14:21:00	05/06/2025 15:43:00	INCIDENT	8600	Incident 2025-090 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 9802 Vina WAY	1.37

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
05/07/2025 08:30:00	05/08/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/07/2025 09:00:00	05/07/2025 12:00:00	DAYBOOK	SMF 1	County Fire Chiefs Meeting at SMF	3.00
05/07/2025 15:34:00	05/07/2025 16:13:00	INCIDENT	E8696	Incident 2025-091 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1140 N ST	0.65
05/07/2025 18:00:00	05/07/2025 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
05/08/2025 08:30:00	05/09/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/09/2025 08:30:00	05/10/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/09/2025 19:41:00	05/09/2025 20:06:00	INCIDENT	8600	Incident 2025-092 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 9025 Cemetery RD	0.42
05/10/2025 08:30:00	05/11/2025 08:30:00	DAYBOOK	8600		24.00
05/11/2025 08:30:00	05/12/2025 08:30:00	DAYBOOK	8600		24.00
05/11/2025 11:46:00	05/11/2025 12:10:00	INCIDENT	8600	Incident 2025-093 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 14250 Power RD	0.40
05/12/2025 08:30:00	05/13/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/13/2025 08:30:00	05/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/13/2025 10:21:00	05/13/2025 12:00:00	INCIDENT	8600	Incident 2025-094 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 7798 S Highway 101 HWY	1.65
05/14/2025 06:41:00	05/14/2025 07:00:00	INCIDENT	8600	Incident 2025-095 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1875 Wellsona RD	0.32
05/14/2025 08:30:00	05/15/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/14/2025 10:30:00	05/14/2025 10:30:00	DAYBOOK	8600	Inspection of speedbump, noxious weeds and hydrant on Oak Drive. Injury occurred during inspection.	0.00
05/14/2025 18:00:00	05/14/2025 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
05/15/2025 08:14:00	05/15/2025 08:34:00	INCIDENT	E8668	Incident 2025-096 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1140 N ST	0.33
05/15/2025 08:30:00	05/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/16/2025 09:00:00	05/16/2025 12:30:00	DAYBOOK	8600	Allan Hancock Battalion 155 Graduation	3.50
05/17/2025 08:30:00	05/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/18/2025 06:03:00	05/18/2025 06:20:00	INCIDENT	8600	Incident 2025-097 - Carbon monoxide detector activation, no CO: Apparatus 8600 responded to 532 Tema ST	0.28
05/18/2025 08:30:00	05/19/2025 08:30:00	DAYBOOK	8600		24.00
05/19/2025 08:30:00	05/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/20/2025 08:30:00	05/21/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/20/2025 11:32:00	05/20/2025 11:42:00	INCIDENT	8600	Incident 2025-098 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 815 Sebastian CT	0.17
05/21/2025 08:00:00	05/21/2025 15:00:00	DAYBOOK	E8668	CA219 support	7.00
05/21/2025 08:30:00	05/22/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/21/2025 16:10:00	05/21/2025 18:02:00	INCIDENT	E8668	Incident 2025-099 - Natural vegetation fire, other: Apparatus E8668 responded to 7857 Estrella RD	1.87
05/21/2025 18:00:00	05/21/2025 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
05/22/2025 08:30:00	05/23/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/22/2025 18:00:00	05/22/2025 21:00:00	DAYBOOK	8600	BOD Meeting	3.00
05/23/2025 08:30:00	05/24/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/23/2025 17:49:00	05/23/2025 18:16:00	INCIDENT	8600	Incident 2025-100 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 720 Crispan AVE	0.45
05/24/2025 08:30:00	05/25/2025 06:00:00	DAYBOOK	8600		21.50
05/24/2025 09:54:00	05/24/2025 10:09:00	INCIDENT	8600	Incident 2025-101 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1192 Velarde CT	0.25
05/24/2025 17:30:00	05/26/2025 08:30:00	DAYBOOK	8600		39.00
05/24/2025 18:20:00	05/24/2025 18:38:00	INCIDENT	8600	Incident 2025-102 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1263 Mission ST	0.30
05/25/2025 08:30:00	05/27/2025 08:30:00	DAYBOOK	SMF 1		48.00
05/27/2025 07:00:00	05/27/2025 17:00:00	DAYBOOK	E8668	WUI Drill	10.00
05/27/2025 07:42:00	05/27/2025 08:08:00	INCIDENT	E8668	Incident 2025-103 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1141 Mission ST	0.43

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
05/28/2025 07:00:00	05/28/2025 17:00:00	DAYBOOK	E8668	Impact area burn Camp Roberts	10.00
05/28/2025 08:30:00	05/29/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/28/2025 18:00:00	05/28/2025 21:00:00	DAYBOOK	8600	SMAC Meeting	3.00
05/29/2025 08:30:00	05/30/2025 08:30:00	DAYBOOK	SMF 1		24.00
05/29/2025 13:06:00	05/29/2025 13:45:00	INCIDENT	E8668	Incident 2025-105 - Grass fire: Apparatus E8668 responded to 7580 Nonpariel CT	0.65
05/30/2025 08:30:00	05/30/2025 08:30:00	DAYBOOK	SMF 1		0.00
05/30/2025 14:41:00	05/30/2025 14:51:00	INCIDENT	E8668	Incident 2025-107 - Public service assistance, other: Apparatus E8668 responded to 1530 N ST	0.17
05/30/2025 14:56:00	05/30/2025 15:14:00	INCIDENT	E8668	Incident 2025-108 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 5210 BLDG	0.30
05/30/2025 17:23:00	05/30/2025 17:56:00	INCIDENT	E8668	Incident 2025-109 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 2884 San Pablo DR	0.55
05/30/2025 18:00:00	05/30/2025 21:00:00	DAYBOOK	SMF 1	Cruise Night Standby	3.00
05/31/2025 14:30:00	06/01/2025 08:30:00	DAYBOOK	8600		18.00
06/01/2025 01:19:00	06/01/2025 01:52:00	INCIDENT	8600	Incident 2025-111 - Grass fire: Apparatus 8600 responded to N Hwy 101/ Mission St off ramp	0.55
06/01/2025 08:30:00	06/02/2025 08:30:00	DAYBOOK	8600		24.00
06/02/2025 08:30:00	06/03/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/02/2025 12:34:00	06/02/2025 12:59:00	INCIDENT	E8668	Incident 2025-112 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1601 L ST	0.42
06/02/2025 18:17:00	06/02/2025 18:42:00	INCIDENT	E8668	Incident 2025-113 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 700 N River RD 6	0.42
06/02/2025 18:34:00	06/02/2025 18:39:00	INCIDENT	E8668	Incident 2025-114 - Dispatched & cancelled en route: Apparatus E8668 responded to 775 Mission ST	0.08
06/03/2025 07:25:00	06/03/2025 07:29:00	INCIDENT	8600	Incident 2025-115 - Alarm system activation, no fire - unintentional: Apparatus 8600 responded to 775 Mission ST	0.07
06/03/2025 08:30:00	06/04/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/05/2025 08:30:00	06/06/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/06/2025 08:30:00	06/07/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/06/2025 15:01:00	06/06/2025 15:44:00	INCIDENT	E8668	Incident 2025-116 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 700 Mission ST	0.72
06/07/2025 08:30:00	06/08/2025 08:30:00	DAYBOOK	8600		24.00
06/07/2025 15:16:00	06/07/2025 16:07:00	INCIDENT	8600	Incident 2025-117 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 700 Mission ST	0.85
06/07/2025 23:24:00	06/08/2025 00:11:00	INCIDENT	8600	Incident 2025-118 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to 250 11th ST	0.78
06/08/2025 08:30:00	06/09/2025 08:30:00	DAYBOOK	8600		24.00
06/08/2025 16:27:00	06/08/2025 16:37:00	INCIDENT	8600	Incident 2025-119 - Dispatched & cancelled en route: Apparatus 8600 responded to N Highway 101 HWY	0.17
06/09/2025 08:30:00	06/10/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/10/2025 08:30:00	06/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/10/2025 09:00:00	06/10/2025 10:00:00	DAYBOOK	8600	Smoke test hood systems Roman 1285 Mission Street	1.00
06/10/2025 18:00:00	06/10/2025 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
06/11/2025 08:30:00	06/12/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/12/2025 08:30:00	06/13/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/12/2025 17:12:00	06/12/2025 19:43:00	INCIDENT	E8668	Incident 2025-120 - Brush or brush-and-grass mixture fire: Apparatus E8668 responded to Niblick/ Salinas River	2.52
06/13/2025 08:30:00	06/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/13/2025 09:22:00	06/13/2025 10:29:00	INCIDENT	E8668	Incident 2025-121 - Natural vegetation fire, other: Apparatus E8668 responded to 4875 Lowes Canyon RD	1.12
06/13/2025 15:18:00	06/13/2025 16:36:00	INCIDENT	8600	Incident 2025-122 - Grass fire: Apparatus 8600 responded to 700 River RD	1.30
06/13/2025 18:28:00	06/13/2025 18:54:00	INCIDENT	8600	Incident 2025-123 - Grass fire: Apparatus 8600 responded to 675 12th ST	0.43
06/14/2025 08:30:00	06/15/2025 08:30:00	DAYBOOK	8600		24.00
06/15/2025 14:00:00	06/16/2025 08:30:00	DAYBOOK	8600		18.50
06/16/2025 08:30:00	06/17/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/16/2025 10:30:00	06/16/2025 12:00:00	DAYBOOK	8600	Inspection at 560 12th Street with HCD	1.50
06/16/2025 17:42:00	06/16/2025 18:09:00	INCIDENT	8600	Incident 2025-124 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to California BLVD	0.45

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
06/17/2025 08:30:00	06/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/17/2025 09:00:00	06/17/2025 10:00:00	DAYBOOK	8600	1140 K Street Fire Final Inspection	1.00
06/18/2025 08:30:00	06/19/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/19/2025 08:30:00	06/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/20/2025 08:30:00	06/21/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/21/2025 13:00:00	06/22/2025 08:30:00	DAYBOOK	8600		19.50
06/22/2025 17:00:00	06/23/2025 08:30:00	DAYBOOK	8600		15.50
06/23/2025 08:30:00	06/24/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/23/2025 11:21:00	06/23/2025 11:49:00	INCIDENT	E8668	Incident 2025-125 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 560 12th ST	0.47
06/24/2025 08:00:00	06/24/2025 13:00:00	DAYBOOK	8600	Gary Nix installing iPads on P8651 & C8600	5.00
06/24/2025 08:30:00	06/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/25/2025 06:54:00	06/25/2025 07:32:00	INCIDENT	8600	Incident 2025-126 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 560 12th ST	0.63
06/25/2025 08:30:00	06/26/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/25/2025 17:30:00	06/25/2025 21:30:00	DAYBOOK	8600	SMAC Meeting	4.00
06/26/2025 08:30:00	06/27/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/26/2025 17:30:00	06/26/2025 22:00:00	DAYBOOK	8600	BOD Meeting 601 12th Street	4.50
06/27/2025 08:30:00	06/28/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/28/2025 04:53:00	06/28/2025 05:21:00	INCIDENT	8600	Incident 2025-128 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 890 L ST	0.47
06/28/2025 14:42:00	06/28/2025 14:50:00	INCIDENT	E8668	Incident 2025-129 - Dispatched & cancelled en route: Apparatus E8668 responded to 6705 Llano RD	0.13
06/28/2025 15:30:00	06/29/2025 08:30:00	DAYBOOK	8600		17.00
06/28/2025 16:56:00	06/28/2025 18:37:00	INCIDENT	E8668	Incident 2025-130 - Natural vegetation fire, other: Apparatus E8668 responded to CACTF	1.68
06/28/2025 21:00:00	06/28/2025 21:36:00	INCIDENT	8600	Incident 2025-131 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1415 Verde PL	0.60
06/29/2025 08:30:00	06/30/2025 08:30:00	DAYBOOK	8600		24.00
06/29/2025 14:00:00	06/29/2025 15:06:00	INCIDENT	E8668	Incident 2025-132 - Grass fire: Apparatus E8668 responded to 3660 Remington	1.10
06/30/2025 01:26:00	06/30/2025 02:00:00	INCIDENT	8600	Incident 2025-133 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to S HWY	0.57
06/30/2025 08:30:00	07/01/2025 08:30:00	DAYBOOK	SMF 1		24.00
06/30/2025 10:00:00	06/30/2025 11:00:00	DAYBOOK	SMF 1	Meeting with Postal Inspectors regarding Post Office Break-in	1.00
07/01/2025 08:30:00	07/02/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/01/2025 14:39:00	07/01/2025 14:49:00	INCIDENT	E8668	Incident 2025-134 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1868 L ST	0.17
07/02/2025 08:30:00	07/03/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/02/2025 09:00:00	07/02/2025 13:00:00	DAYBOOK	8600	County Fire Chiefs Association Meeting	4.00
07/02/2025 17:40:00	07/02/2025 18:19:00	INCIDENT	E8668	Incident 2025-136 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1173 Velarde CIR	0.65
07/02/2025 19:50:00	07/02/2025 20:16:00	INCIDENT	E8668	Incident 2025-137 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1175 L ST	0.43
07/03/2025 06:30:00	07/03/2025 06:30:00	DAYBOOK	SMF 1	Submitted SAFER Grant application	0.00
07/03/2025 08:30:00	07/04/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/03/2025 09:00:00	07/03/2025 10:30:00	DAYBOOK	8600	1285 Mission Street hood and fire alarm inspection	1.50
07/03/2025 16:30:00	07/03/2025 20:30:00	DAYBOOK	8600	BOD Special Meeting	4.00
07/04/2025 01:33:00	07/04/2025 01:42:00	INCIDENT	E8668	Incident 2025-138 - Natural vegetation fire, other: Apparatus E8668 responded to 329 Mesa Grande DR	0.15
07/04/2025 08:30:00	07/05/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/04/2025 21:21:00	07/04/2025 21:35:00	INCIDENT	E8668	Incident 2025-139 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1356 L ST	0.23
07/04/2025 21:29:00	07/04/2025 21:29:00	INCIDENT	E8668	Incident 2025-140 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1485 Mission ST	0.00
07/04/2025 21:36:00	07/04/2025 23:18:00	INCIDENT	E8668	Incident 2025-141 - Natural vegetation fire, other: Apparatus E8668 responded to 1951 San Buenaventura WAY	1.70
07/04/2025 23:35:00	07/05/2025 03:26:00	INCIDENT	E8696	Incident 2025-143 - Building fire: Apparatus E8696 responded to 405 S Main ST	3.85
07/05/2025 08:30:00	07/06/2025 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
07/06/2025 05:16:00	07/06/2025 05:38:00	INCIDENT	8600	Incident 2025-145 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 890 L ST	0.37
07/06/2025 08:30:00	07/07/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/08/2025 08:30:00	07/09/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/08/2025 18:00:00	07/08/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor:	4.00
07/09/2025 08:30:00	07/10/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/09/2025 16:31:00	07/09/2025 16:58:00	INCIDENT	E8668	Incident 2025-146 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1140 N ST	0.45
07/10/2025 08:30:00	07/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/10/2025 13:00:00	07/10/2025 13:30:00	DAYBOOK	8600	1285 Mission Roman FLS Final Fail	0.50
07/11/2025 08:30:00	07/12/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/11/2025 11:04:00	07/11/2025 11:36:00	INCIDENT	E8668	Incident 2025-147 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 815 Sebastian CT	0.53
07/12/2025 08:30:00	07/15/2025 08:30:00	DAYBOOK	8600		72.00
07/12/2025 11:46:00	07/12/2025 12:37:00	INCIDENT	E8668	Incident 2025-148 - Public service assistance, other: Apparatus E8668 responded to 10th ST	0.85
07/13/2025 08:30:00	07/15/2025 08:30:00	DAYBOOK	SMF 1		48.00
07/13/2025 17:00:00	07/14/2025 08:30:00	DAYBOOK	8600		15.50
07/13/2025 20:44:00	07/13/2025 21:10:00	INCIDENT	E8668	Incident 2025-150 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 70 Laddy LN	0.43
07/15/2025 08:30:00	07/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/15/2025 18:00:00	07/15/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
07/15/2025 20:29:00	07/15/2025 21:39:00	INCIDENT	8600	Incident 2025-151 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 560 12th ST	1.17
07/16/2025 08:30:00	07/17/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/17/2025 08:30:00	07/17/2025 12:30:00	DAYBOOK	SMF 1		4.00
07/17/2025 18:00:00	07/18/2025 08:30:00	DAYBOOK	8600		14.50
07/18/2025 08:30:00	07/18/2025 18:30:00	DAYBOOK	SMF 1		10.00
07/20/2025 16:30:00	07/21/2025 08:30:00	DAYBOOK	8600		16.00
07/21/2025 08:30:00	07/22/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/21/2025 08:44:00	07/21/2025 09:00:00	INCIDENT	E8668	Incident 2025-153 - Gas leak (natural gas or LPG): Apparatus E8668 responded to 1470 K ST	0.27
07/21/2025 23:05:00	07/21/2025 23:39:00	INCIDENT	E8668	Incident 2025-154 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 6557 Monterey RD	0.57
07/22/2025 08:30:00	07/23/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/22/2025 10:00:00	07/22/2025 11:00:00	DAYBOOK	8600	1185 Mission Street Roman Fire Final	1.00
07/23/2025 08:30:00	07/24/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/23/2025 17:00:00	07/23/2025 20:30:00	DAYBOOK	8600	SMAC meeting	3.50
07/24/2025 08:30:00	07/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/24/2025 17:00:00	07/25/2025 00:30:00	DAYBOOK	8600	BOD Meeting	7.50
07/25/2025 08:30:00	07/25/2025 15:30:00	DAYBOOK	SMF 1		7.00
07/25/2025 20:00:00	07/25/2025 20:00:00	INCIDENT	SMF 1	Incident 2025-155 - EMS call, excluding vehicle accident with injury: Apparatus SMF 1 responded to 1263 Mission ST	0.00
07/25/2025 20:00:00	07/26/2025 07:00:00	DAYBOOK	8600		11.00
07/26/2025 17:00:00	07/27/2025 06:00:00	DAYBOOK	8600		13.00
07/26/2025 17:08:00	07/26/2025 17:21:00	INCIDENT	8600	Incident 2025-156 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 11th ST	0.22
07/27/2025 17:30:00	07/28/2025 08:30:00	DAYBOOK	8600		15.00
07/28/2025 08:30:00	07/29/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/29/2025 04:45:00	07/29/2025 05:15:00	INCIDENT	8600	Incident 2025-157 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1599 L ST	0.50
07/29/2025 08:30:00	07/30/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/29/2025 18:00:00	07/29/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00

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



START	END	LOG TYPE	APPARATUS	NOTES	HOURS
07/30/2025 08:30:00	07/31/2025 08:30:00	DAYBOOK	SMF 1		24.00
07/31/2025 08:30:00	08/01/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/01/2025 08:30:00	08/01/2025 12:00:00	DAYBOOK	SMF 1		3.50
08/01/2025 16:00:00	08/02/2025 06:00:00	DAYBOOK	8600		14.00
08/02/2025 16:00:00	08/03/2025 08:30:00	DAYBOOK	8600		16.50
08/02/2025 20:29:00	08/02/2025 20:57:00	INCIDENT	8600	Incident 2025-159 - Motor vehicle accident with injuries: Apparatus 8600 responded to 775 Mission ST	0.47
08/03/2025 03:54:00	08/03/2025 04:16:00	INCIDENT	8600	Incident 2025-160 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1140 N ST	0.37
08/03/2025 08:30:00	08/04/2025 08:30:00	DAYBOOK	8600		24.00
08/03/2025 15:53:00	08/03/2025 16:25:00	INCIDENT	8600	Incident 2025-161 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 670 Benidect ST	0.53
08/03/2025 21:23:00	08/03/2025 22:29:00	INCIDENT	8600	Incident 2025-162 - Motor vehicle accident with injuries: Apparatus 8600 responded to N River RD	1.10
08/03/2025 22:29:00	08/03/2025 22:53:00	INCIDENT	8600	Incident 2025-163 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 949 Mission ST D	0.40
08/04/2025 08:30:00	08/05/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/05/2025 08:30:00	08/06/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/05/2025 18:00:00	08/05/2025 22:00:00	DAYBOOK		Firefighter Training: Hose Loads and Pulls Lead Instructor: Young, Scott P	4.00
08/06/2025 08:30:00	08/06/2025 08:30:00	DAYBOOK	SMF 1		0.00
08/06/2025 09:00:00	08/06/2025 13:30:00	DAYBOOK	8600	CFCA Meeting San Luis Station 1	4.50
08/06/2025 15:00:00	08/06/2025 17:30:00	DAYBOOK	SMF 1	Plans intake meeting L street 4 plex	2.50
08/07/2025 08:30:00	08/08/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/07/2025 09:00:00	08/07/2025 10:00:00	DAYBOOK	SMF 1	Teams Ops area meeting	1.00
08/08/2025 07:35:00	08/08/2025 08:07:00	INCIDENT	8600	Incident 2025-164 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 979 L ST	0.53
08/08/2025 08:30:00	08/09/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/08/2025 10:30:00	08/08/2025 11:00:00	DAYBOOK	SMF 1	Gifford Fire operational area meeting.	0.50
08/09/2025 22:00:00	08/10/2025 08:30:00	DAYBOOK	8600		10.50
08/10/2025 08:30:00	08/11/2025 08:30:00	DAYBOOK	8600		24.00
08/10/2025 10:30:00	08/10/2025 11:30:00	DAYBOOK	8600	Gifford Fire Opps Meeting	1.00
08/10/2025 20:26:00	08/10/2025 20:57:00	INCIDENT	8600	Incident 2025-166 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 560 12th ST	0.52
08/11/2025 08:30:00	08/12/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/12/2025 08:30:00	08/13/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/12/2025 15:00:00	08/12/2025 15:30:00	DAYBOOK	8600	Gifford Fire Opps meeting	0.50
08/12/2025 17:00:00	08/12/2025 18:00:00	DAYBOOK	SMF 1	Gifford Fire brief	1.00
08/12/2025 18:00:00	08/12/2025 22:00:00	DAYBOOK		Firefighter Training: Tools and Equipment Lead Instructor: Young, Scott P	4.00
08/13/2025 08:30:00	08/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/13/2025 18:43:00	08/13/2025 19:10:00	INCIDENT	8600	Incident 2025-167 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 830 Sebastian CT	0.45
08/14/2025 08:30:00	08/15/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/14/2025 10:50:00	08/14/2025 11:01:00	INCIDENT	8600	Incident 2025-168 - Chemical spill or leak: Apparatus 8600 responded to 1655 Aldo WAY	0.18
08/15/2025 08:30:00	08/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/15/2025 14:01:00	08/15/2025 14:18:00	INCIDENT	8600	Incident 2025-169 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1601 L ST	0.28
08/15/2025 14:24:00	08/15/2025 14:34:00	INCIDENT	8600	Incident 2025-170 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to 400 BLK River RD	0.17
08/16/2025 08:30:00	08/16/2025 16:30:00	DAYBOOK	8600		8.00
08/16/2025 23:00:00	08/17/2025 08:30:00	DAYBOOK	8600		9.50
08/17/2025 08:30:00	08/18/2025 08:30:00	DAYBOOK	8600		24.00
08/17/2025 17:26:00	08/17/2025 17:52:00	INCIDENT	8600	Incident 2025-171 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1555 Mission ST	0.43
08/17/2025 19:31:00	08/17/2025 19:53:00	INCIDENT	8600	Incident 2025-172 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 998 K ST	0.37

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



START	END	LOG TYPE	APPARATUS	NOTES	HOURS
08/18/2025 08:30:00	08/19/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/18/2025 14:32:00	08/18/2025 21:47:00	INCIDENT	E8668	Incident 2025-173 - Natural vegetation fire, other: Apparatus E8668 responded to San Carlos Rd	7.25
08/19/2025 08:30:00	08/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/19/2025 18:00:00	08/19/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
08/20/2025 08:30:00	08/21/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/21/2025 08:30:00	08/22/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/21/2025 18:00:00	08/21/2025 20:00:00	DAYBOOK	8600	BOD Special Meeting 601 12th Street	2.00
08/22/2025 08:30:00	08/23/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/23/2025 08:30:00	08/23/2025 12:00:00	DAYBOOK	8600		3.50
08/23/2025 21:30:00	08/24/2025 08:30:00	DAYBOOK	8600		11.00
08/24/2025 02:53:00	08/24/2025 03:09:00	INCIDENT	8600	Incident 2025-175 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 670 Benedict ST	0.27
08/24/2025 08:30:00	08/25/2025 08:30:00	DAYBOOK	8600		24.00
08/24/2025 15:08:00	08/24/2025 15:38:00	INCIDENT	E8668	Incident 2025-176 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 7575 Monterey RD	0.50
08/25/2025 08:30:00	08/26/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/25/2025 09:00:00	08/25/2025 11:30:00	DAYBOOK	E8696	Pump Testing E8696	2.50
08/26/2025 08:30:00	08/27/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/26/2025 17:00:00	08/26/2025 18:00:00	DAYBOOK	8600	8655 Mission Lane	1.00
08/27/2025 08:30:00	08/28/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/27/2025 09:42:00	08/27/2025 10:06:00	INCIDENT	8600	Incident 2025-177 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 332 12th ST	0.40
08/28/2025 08:30:00	08/29/2025 08:30:00	DAYBOOK	SMF 1		24.00
08/28/2025 14:56:00	08/28/2025 15:21:00	INCIDENT	8600	Incident 2025-178 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to 15th & L	0.42
08/28/2025 18:00:00	08/28/2025 22:00:00	DAYBOOK	8600	BOD meeting	4.00
08/28/2025 22:40:00	08/28/2025 23:00:00	INCIDENT	8600	Incident 2025-179 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1425 Mission ST	0.33
08/29/2025 08:30:00	08/29/2025 12:00:00	DAYBOOK	SMF 1		3.50
08/29/2025 15:30:00	08/30/2025 08:00:00	DAYBOOK	8600		16.50
08/30/2025 17:30:00	08/31/2025 07:00:00	DAYBOOK	8600		13.50
08/31/2025 17:00:00	09/01/2025 08:30:00	DAYBOOK	8600		15.50
08/31/2025 19:06:00	08/31/2025 19:30:00	INCIDENT	E8668	Incident 2025-180 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 560 12th ST	0.40
09/01/2025 08:30:00	09/02/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/01/2025 22:00:00	09/01/2025 22:23:00	INCIDENT	8600	Incident 2025-181 - Fire, other: Apparatus 8600 responded to 581 11th ST	0.38
09/02/2025 08:30:00	09/03/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/02/2025 18:00:00	09/02/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
09/04/2025 05:52:00	09/04/2025 06:50:00	INCIDENT	E8668	Incident 2025-182 - Natural vegetation fire, other: Apparatus E8668 responded to Town Creek Truck TRL	0.97
09/04/2025 08:30:00	09/05/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/05/2025 08:30:00	09/06/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/06/2025 08:30:00	09/07/2025 08:30:00	DAYBOOK	8600		24.00
09/07/2025 10:00:00	09/08/2025 08:30:00	DAYBOOK	SMF 1		22.50
09/07/2025 16:33:00	09/07/2025 16:56:00	INCIDENT	E8668	Incident 2025-183 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 560 12th ST	0.38
09/08/2025 08:30:00	09/09/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/09/2025 08:30:00	09/10/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/09/2025 18:00:00	09/09/2025 20:00:00	DAYBOOK	8600	BOD Special Meeting	2.00
09/09/2025 18:00:00	09/09/2025 22:00:00	DAYBOOK		Firefighter Training: Wildland Lead Instructor: Young, Scott P	4.00

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



START	END	LOG TYPE	APPARATUS	NOTES	HOURS
09/10/2025 08:30:00	09/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/10/2025 09:09:00	09/10/2025 09:18:00	INCIDENT	E8668	Incident 2025-184 - Public service assistance, other: Apparatus E8668 responded to 660 Catala WAY	0.15
09/11/2025 08:30:00	09/12/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/11/2025 12:00:00	09/11/2025 18:00:00	DAYBOOK	SMF 1	3rd Annual 9/11 Blood Drive	6.00
09/12/2025 08:30:00	09/13/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/13/2025 08:30:00	09/14/2025 08:30:00	DAYBOOK	8600		24.00
09/13/2025 16:43:00	09/13/2025 17:00:00	INCIDENT	E8668	Incident 2025-185 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1335 Mission ST	0.28
09/14/2025 08:30:00	09/15/2025 08:30:00	DAYBOOK	8600		24.00
09/14/2025 22:43:00	09/14/2025 23:35:00	INCIDENT	8600	Incident 2025-186 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 11011 Pear Valley RD	0.87
09/15/2025 08:30:00	09/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/15/2025 15:03:00	09/15/2025 15:35:00	INCIDENT	E8668	Incident 2025-187 - Public service assistance, other: Apparatus E8668 responded to 2995 Pleasant RD	0.53
09/16/2025 04:13:00	09/16/2025 04:44:00	INCIDENT	8600	Incident 2025-188 - Smoke scare, odor of smoke: Apparatus 8600 responded to 1150 L ST	0.52
09/16/2025 08:30:00	09/17/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/16/2025 18:00:00	09/17/2025 00:00:00	DAYBOOK		Firefighter Training: Scene Size up Lead Instructor: Young, Scott P	6.00
09/17/2025 08:30:00	09/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/17/2025 10:13:00	09/17/2025 10:41:00	INCIDENT	E8668	Incident 2025-190 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 601 12th ST	0.47
09/17/2025 18:03:00	09/17/2025 18:36:00	INCIDENT	8600	Incident 2025-191 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 9930 N River RD	0.55
09/17/2025 20:15:00	09/17/2025 20:25:00	INCIDENT	E8668	Incident 2025-192 - Natural vegetation fire, other: Apparatus E8668 responded to 6814 N River RD	0.17
09/18/2025 08:30:00	09/19/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/19/2025 08:30:00	09/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/20/2025 08:30:00	09/20/2025 10:00:00	DAYBOOK	8600		1.50
09/20/2025 18:00:00	09/21/2025 08:30:00	DAYBOOK	8600		14.50
09/21/2025 08:30:00	09/22/2025 08:30:00	DAYBOOK	8600		24.00
09/21/2025 15:00:00	09/21/2025 15:28:00	INCIDENT	8600	Incident 2025-193 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 5600 Monterey RD	0.47
09/22/2025 08:30:00	09/23/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/23/2025 08:30:00	09/24/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/24/2025 08:30:00	09/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/24/2025 17:47:00	09/24/2025 18:03:00	INCIDENT	8600	Incident 2025-194 - Gasoline or other flammable liquid spill: Apparatus 8600 responded to 998 K ST	0.27
09/24/2025 19:00:00	09/24/2025 21:30:00	DAYBOOK	8600	SMAC Meeting	2.50
09/25/2025 08:30:00	09/26/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/25/2025 18:00:00	09/25/2025 22:30:00	DAYBOOK	8600	SMCSD BOD Meeting	4.50
09/26/2025 01:50:00	09/26/2025 02:34:00	INCIDENT	8600	Incident 2025-196 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 8707 Magdalena ST	0.73
09/26/2025 08:30:00	09/26/2025 11:30:00	DAYBOOK	SMF 1		3.00
09/26/2025 17:30:00	09/27/2025 07:00:00	DAYBOOK	8600		13.50
09/27/2025 17:00:00	09/28/2025 08:30:00	DAYBOOK	8600		15.50
09/28/2025 08:30:00	09/29/2025 08:30:00	DAYBOOK	8600		24.00
09/30/2025 08:30:00	10/01/2025 08:30:00	DAYBOOK	SMF 1		24.00
09/30/2025 14:52:00	09/30/2025 15:09:00	INCIDENT	E8668	Incident 2025-198 - Dispatched & cancelled en route: Apparatus E8668 responded to 6992 N River RD	0.28
09/30/2025 18:00:00	09/30/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
10/01/2025 08:30:00	10/02/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/01/2025 09:00:00	10/01/2025 13:00:00	DAYBOOK	8600	County Fire Chiefs Meeting San Luis Obispo	4.00
10/01/2025 13:35:00	10/01/2025 14:07:00	INCIDENT	8600	Incident 2025-199 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1765 Bonita PL	0.53
10/01/2025 20:24:00	10/01/2025 21:24:00	INCIDENT	8600	Incident 2025-200 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 10757 Pear Valley RD	1.00

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
10/02/2025 08:30:00	10/03/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/02/2025 18:46:00	10/02/2025 19:27:00	INCIDENT	8600	Incident 2025-202 - Medical assist, assist EMS crew: Apparatus 8600 responded to 560 12th ST 21	0.68
10/03/2025 08:30:00	10/04/2025 07:00:00	DAYBOOK	SMF 1		22.50
10/04/2025 17:30:00	10/05/2025 08:30:00	DAYBOOK	8600		15.00
10/05/2025 08:30:00	10/06/2025 08:30:00	DAYBOOK	8600		24.00
10/06/2025 08:30:00	10/07/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/06/2025 10:00:00	10/06/2025 12:00:00	DAYBOOK	SMF 1	ISO Final Review Meeting	2.00
10/07/2025 03:49:00	10/07/2025 04:18:00	INCIDENT	8600	Incident 2025-205 - No incident found on arrival at dispatch address: Apparatus 8600 responded to 8730 Martinez DR	0.48
10/07/2025 08:30:00	10/08/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/07/2025 18:00:00	10/07/2025 22:00:00	DAYBOOK		Firefighter Training: Scene Size up Lead Instructor: Young, Scott P	4.00
10/08/2025 08:30:00	10/09/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/09/2025 08:00:00	10/09/2025 09:00:00	DAYBOOK	8600	AAR North County Burn Relay	1.00
10/09/2025 08:30:00	10/10/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/10/2025 08:30:00	10/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/11/2025 13:00:00	10/12/2025 08:30:00	DAYBOOK	8600		19.50
10/12/2025 12:00:00	10/13/2025 08:30:00	DAYBOOK	8600		20.50
10/13/2025 08:30:00	10/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/14/2025 08:30:00	10/15/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/14/2025 09:14:00	10/14/2025 10:08:00	INCIDENT	E8696	Incident 2025-208 - Motor vehicle accident with no injuries.: Apparatus E8696 responded to N HWY 101 & 10TH ST	0.90
10/15/2025 08:30:00	10/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/15/2025 10:08:00	10/15/2025 10:20:00	INCIDENT	E8696	Incident 2025-209 - False alarm or false call, other: Apparatus E8696 responded to 125 Lubova WAY	0.20
10/16/2025 08:30:00	10/17/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/16/2025 15:30:00	10/16/2025 16:03:00	INCIDENT	8600	Incident 2025-210 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1077 L ST	0.55
10/17/2025 08:30:00	10/18/2025 10:30:00	DAYBOOK	SMF 1		26.00
10/20/2025 06:00:00	10/20/2025 10:00:00	DAYBOOK	8600	Remote working	4.00
10/20/2025 09:00:00	10/20/2025 10:00:00	DAYBOOK	8600	County Chiefs Teams Meeting re ground ambulance transport	1.00
10/21/2025 10:00:00	10/21/2025 12:00:00	DAYBOOK	8600		2.00
10/22/2025 06:00:00	10/22/2025 10:00:00	DAYBOOK	8600		4.00
10/23/2025 14:30:00	10/23/2025 17:30:00	DAYBOOK	8600		3.00
10/24/2025 06:00:00	10/24/2025 10:00:00	DAYBOOK	8600		4.00
10/25/2025 06:00:00	10/25/2025 08:00:00	DAYBOOK	8600		2.00
10/26/2025 06:00:00	10/26/2025 10:00:00	DAYBOOK	8600		4.00
10/27/2025 06:00:00	10/27/2025 08:00:00	DAYBOOK	8600		2.00
10/27/2025 19:30:00	10/28/2025 08:30:00	DAYBOOK	8600		13.00
10/28/2025 08:30:00	10/29/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/28/2025 17:48:00	10/28/2025 18:37:00	INCIDENT	8600	Incident 2025-221 - Motor vehicle accident with injuries: Apparatus 8600 responded to 4980 Indian Valley RD	0.82
10/29/2025 07:05:00	10/29/2025 07:40:00	INCIDENT	8600	Incident 2025-222 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1460 L ST	0.58
10/29/2025 08:30:00	10/30/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/29/2025 10:30:00	10/29/2025 11:30:00	DAYBOOK	8600	ADU 1454 Verde Place Passed final	1.00
10/29/2025 21:53:00	10/29/2025 22:21:00	INCIDENT	E8696	Incident 2025-223 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 6578 N Star LN	0.47
10/30/2025 08:30:00	10/31/2025 08:30:00	DAYBOOK	SMF 1		24.00
10/30/2025 16:30:00	10/30/2025 18:00:00	DAYBOOK	E8696	Trunk or Treat at Lillian Larsen School	1.50
10/31/2025 08:30:00	11/01/2025 08:30:00	DAYBOOK	SMF 1		24.00

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
10/31/2025 23:41:00	10/31/2025 23:54:00	INCIDENT	E8696	Incident 2025-224 - Dispatched & cancelled en route: Apparatus E8696 responded to 500 San Marcos RD	0.22
11/01/2025 06:30:00	11/02/2025 08:30:00	DAYBOOK	8600		26.00
11/02/2025 08:30:00	11/03/2025 08:30:00	DAYBOOK	8600		24.00
11/03/2025 08:30:00	11/04/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/03/2025 15:10:00	11/03/2025 15:35:00	INCIDENT	E8696	Incident 2025-226 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1895 San Marcos RD	0.42
11/04/2025 08:30:00	11/05/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/04/2025 17:19:00	11/04/2025 17:47:00	INCIDENT	8600	Incident 2025-227 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1375 L ST	0.47
11/04/2025 18:00:00	11/04/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
11/05/2025 08:30:00	11/06/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/05/2025 09:00:00	11/05/2025 12:00:00	DAYBOOK	8600	County Fire Chiefs Meeting at Camp Roberts	3.00
11/06/2025 08:30:00	11/06/2025 10:00:00	DAYBOOK	8600		1.50
11/07/2025 06:00:00	11/07/2025 08:00:00	DAYBOOK	8600		2.00
11/08/2025 15:00:00	11/08/2025 17:00:00	DAYBOOK	8600		2.00
11/09/2025 19:00:00	11/10/2025 08:30:00	DAYBOOK	8600		13.50
11/10/2025 08:30:00	11/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/10/2025 13:02:00	11/10/2025 13:11:00	INCIDENT	8600	Incident 2025-230 - Malicious, mischievous false call, other: Apparatus 8600 responded to 1601 L ST	0.15
11/11/2025 08:30:00	11/12/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/14/2025 08:30:00	11/15/2025 06:30:00	DAYBOOK	SMF 1		22.00
11/14/2025 10:43:00	11/14/2025 10:46:00	INCIDENT	8600	Incident 2025-231 - Outside rubbish, trash or waste fire: Apparatus 8600 responded to 10th ST	0.05
11/14/2025 14:00:00	11/16/2025 08:30:00	DAYBOOK	8600		42.50
11/14/2025 15:26:00	11/14/2025 15:52:00	INCIDENT	E8696	Incident 2025-232 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 795 SLO Monterey RD	0.43
11/15/2025 08:30:00	11/17/2025 08:30:00	DAYBOOK	8600		48.00
11/16/2025 03:35:00	11/16/2025 03:44:00	INCIDENT	8600	Incident 2025-233 - Dispatched & cancelled en route: Apparatus 8600 responded to HWY 101 SB	0.15
11/16/2025 11:19:00	11/16/2025 11:39:00	INCIDENT	8600	Incident 2025-234 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1116 K ST	0.33
11/17/2025 08:30:00	11/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/18/2025 08:30:00	11/19/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/18/2025 10:00:00	11/18/2025 11:30:00	DAYBOOK	SMF 1	RC Eval	1.50
11/18/2025 15:24:00	11/18/2025 15:42:00	INCIDENT	8600	Incident 2025-235 - Public service assistance, other: Apparatus 8600 responded to 1101 K ST	0.30
11/19/2025 08:30:00	11/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/19/2025 19:00:00	11/19/2025 22:00:00	DAYBOOK	8600	SMAC Meeting	3.00
11/20/2025 08:30:00	11/21/2025 06:00:00	DAYBOOK	SMF 1		21.50
11/23/2025 17:30:00	11/24/2025 08:30:00	DAYBOOK	8600		15.00
11/24/2025 08:21:00	11/24/2025 08:42:00	INCIDENT	8600	Incident 2025-238 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 340 15th ST	0.35
11/24/2025 08:30:00	11/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/24/2025 09:40:00	11/24/2025 10:07:00	INCIDENT	E8696	Incident 2025-239 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 998 10th ST	0.45
11/25/2025 08:30:00	11/26/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/26/2025 08:30:00	11/27/2025 08:30:00	DAYBOOK	SMF 1		24.00
11/26/2025 09:28:00	11/26/2025 09:34:00	INCIDENT	E8696	Incident 2025-240 - Alarm system activation, no fire - unintentional: Apparatus E8696 responded to 775 Mission ST	0.10
11/26/2025 12:17:00	11/26/2025 12:40:00	INCIDENT	8600	Incident 2025-241 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1997 San Buenavenaventura WAY	0.38
11/26/2025 19:42:00	11/26/2025 20:13:00	INCIDENT	8600	Incident 2025-242 - CO detector activation due to malfunction: Apparatus 8600 responded to 1615 Aldo WAY	0.52
11/27/2025 08:30:00	11/27/2025 08:45:00	INCIDENT	8600	Incident 2025-243 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 606 N River RD	0.25
11/27/2025 08:30:00	11/28/2025 08:30:00	DAYBOOK	8600		24.00

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
11/27/2025 12:51:00	11/27/2025 13:20:00	INCIDENT	8600	Incident 2025-244 - Smoke detector activation due to malfunction: Apparatus 8600 responded to 1303 Verde PL	0.48
11/27/2025 18:55:00	11/27/2025 19:10:00	INCIDENT	8600	Incident 2025-245 - Good intent call, other: Apparatus 8600 responded to N HWY 101 & S Mission St	0.25
11/29/2025 01:16:00	11/29/2025 01:50:00	INCIDENT	8600	Incident 2025-246 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1445 K ST	0.57
11/29/2025 05:05:00	11/29/2025 05:18:00	INCIDENT	8600	Incident 2025-247 - Alarm system activation, no fire - unintentional: Apparatus 8600 responded to 775 Mission ST	0.22
12/02/2025 08:00:00	12/02/2025 08:08:00	INCIDENT	8600	Incident 2025-248 - Alarm system activation, no fire - unintentional: Apparatus 8600 responded to 775 Mission ST	0.13
12/02/2025 08:30:00	12/03/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/02/2025 18:00:00	12/02/2025 22:00:00	DAYBOOK		Firefighter Training: Tools and Equipment Lead Instructor: Young, Scott P	4.00
12/02/2025 18:42:00	12/02/2025 18:58:00	INCIDENT	E8696	Incident 2025-249 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 611 Poquita LN	0.27
12/03/2025 08:30:00	12/04/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/03/2025 10:00:00	12/03/2025 14:00:00	DAYBOOK	8600	County Fire Chiefs Association Meeting in Templeton	4.00
12/04/2025 08:30:00	12/05/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/04/2025 12:03:00	12/04/2025 12:22:00	INCIDENT	E8696	Incident 2025-250 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 6556 Monterey RD	0.32
12/04/2025 13:48:00	12/04/2025 13:55:00	INCIDENT	E8696	Incident 2025-251 - Public service assistance, other: Apparatus E8696 responded to 1220 L ST	0.12
12/04/2025 17:30:00	12/04/2025 22:30:00	DAYBOOK	8600	BOD Meeting was canceled	5.00
12/05/2025 08:30:00	12/06/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/06/2025 08:30:00	12/07/2025 08:30:00	DAYBOOK	8600		24.00
12/07/2025 01:25:00	12/07/2025 01:44:00	INCIDENT	8600	Incident 2025-252 - Outside equipment fire: Apparatus 8600 responded to Perimeter RD	0.32
12/07/2025 08:30:00	12/08/2025 08:30:00	DAYBOOK	8600		24.00
12/08/2025 08:30:00	12/09/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/08/2025 19:16:00	12/08/2025 19:19:00	INCIDENT	8600	Incident 2025-253 - Dispatched & cancelled en route: Apparatus 8600 responded to 970 Makewe AVE	0.05
12/09/2025 08:30:00	12/10/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/09/2025 09:00:00	12/09/2025 13:00:00	DAYBOOK	8600	BOS Meeting regarding Ambulance Performance RFP	4.00
12/09/2025 18:00:00	12/09/2025 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
12/10/2025 08:30:00	12/11/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/10/2025 16:27:00	12/10/2025 16:50:00	INCIDENT	8600	Incident 2025-254 - Passenger vehicle fire: Apparatus 8600 responded to 700 N River RD 25	0.38
12/12/2025 08:30:00	12/13/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/13/2025 08:30:00	12/14/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/14/2025 08:30:00	12/15/2025 08:30:00	DAYBOOK	8600		24.00
12/14/2025 15:42:00	12/14/2025 16:08:00	INCIDENT	8600	Incident 2025-255 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to 10th ST	0.43
12/15/2025 08:30:00	12/16/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/15/2025 10:00:00	12/15/2025 11:45:00	DAYBOOK	8600	1492 Verdi ADU, Passed	1.75
12/17/2025 08:30:00	12/18/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/17/2025 08:49:00	12/17/2025 09:10:00	INCIDENT	8600	Incident 2025-256 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1620 Verde PL	0.35
12/17/2025 15:08:00	12/17/2025 15:38:00	INCIDENT	E8668	Incident 2025-257 - EMS call, excluding vehicle accident with injury: Apparatus E8668 responded to 1871 L ST	0.50
12/18/2025 08:30:00	12/19/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/18/2025 13:00:00	12/18/2025 13:00:00	DAYBOOK	8600	SMOG C8600	0.00
12/18/2025 14:00:00	12/18/2025 15:00:00	DAYBOOK	U8630	SMOG U8630	1.00
12/18/2025 18:00:00	12/18/2025 21:30:00	DAYBOOK	8600	BOD Meeting	3.50
12/19/2025 08:30:00	12/20/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/19/2025 12:08:00	12/19/2025 12:37:00	INCIDENT	E8696	Incident 2025-258 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 8585 Cross Canyons RD	0.48
12/20/2025 08:30:00	12/21/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/21/2025 08:30:00	12/22/2025 08:30:00	DAYBOOK	SMF 1		24.00

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START	END	LOG TYPE	APPARATUS	NOTES	HOURS
12/22/2025 08:30:00	12/23/2025 10:30:00	DAYBOOK	SMF 1		26.00
12/22/2025 17:36:00	12/22/2025 17:47:00	INCIDENT	8600	Incident 2025-259 - Public service: Apparatus 8600 responded to 881 Rio Mesa CIR	0.18
12/23/2025 05:13:00	12/23/2025 05:38:00	INCIDENT	8600	Incident 2025-260 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1540 N ST	0.42
12/23/2025 19:00:00	12/24/2025 08:30:00	DAYBOOK	8600		13.50
12/24/2025 08:30:00	12/25/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/25/2025 08:30:00	12/26/2025 08:30:00	DAYBOOK	8600		24.00
12/26/2025 08:30:00	12/27/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/27/2025 21:00:00	12/28/2025 08:30:00	DAYBOOK	8600		11.50
12/28/2025 08:30:00	12/29/2025 08:30:00	DAYBOOK	8600		24.00
12/29/2025 08:30:00	12/30/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/30/2025 08:30:00	12/31/2025 08:30:00	DAYBOOK	SMF 1		24.00
12/30/2025 18:00:00	12/30/2025 22:00:00	DAYBOOK		Special Operations Training: Auto Extracation Lead Instructor: Young, Scott P	4.00
12/31/2025 08:30:00	12/31/2025 08:30:00	DAYBOOK	SMF 1		0.00
12/31/2025 13:58:00	12/31/2025 14:18:00	INCIDENT	8600	Incident 2025-264 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 601 12th ST	0.33
Total Hours for: Young, Scott P					7902.05
Total of all Personnel Hours					7902.05

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 1/9/2026 10:58:10 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: 01/01/2025 | End Date: 12/31/2025

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
01/01/2025	2025-001	0	0	04:03:00	3	E8696	E8696	00:00	01:00	00:18:00	00:16:00	00:16:00	00:18:00
01/01/2025	2025-002	0	0	08:20:00	3	E8696	E8696	00:00	01:00	00:07:00	00:02:00	00:00:00	00:07:00
01/02/2025	2025-003	0	0	13:07:00	2	E8696	E8696	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
01/05/2025	2025-004	0	0	02:04:00	3	P8651	P8651	02:00	00:00	00:07:00	00:03:00	00:05:00	00:07:00
01/05/2025	2025-005	0	0	05:14:00	2	E8696	E8696	00:00	01:00	00:09:00	00:04:00	00:07:00	00:09:00
01/06/2025	2025-006	0	0	12:47:00	3	E8696	8600	01:00	00:00	00:03:00	00:02:00	00:04:00	00:05:00
01/06/2025	2025-007	0	0	16:38:00	3	E8696	E8696	00:00	00:00	00:04:00	00:04:00	00:04:00	00:04:00
01/07/2025	2025-008	0	0	04:23:00	3	8600	8600	06:00	00:00	00:09:00	00:03:00	00:03:00	00:09:00
01/07/2025	2025-009	0	0	17:33:00	1	8600	8600	05:00	00:00	00:07:00	00:01:00	00:01:00	00:07:00
01/07/2025	2025-010	0	0	17:56:00	1	8600	8600	01:00	00:00	00:03:00	00:01:00	00:01:00	00:03:00
01/14/2025	2025-012	0	0	12:18:00	3	E8668	E8668	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
01/14/2025	2025-013	0	0	14:10:00	4	8600	E8696	01:00	00:00	00:06:00	00:05:00	00:06:00	00:07:00
01/14/2025	2025-11	0	0	10:29:00	3	E8696	E8696	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
01/15/2025	2025-014	0	0	12:03:00	4	E8696	E8696	03:00	01:00	00:05:00	00:01:00	00:01:00	00:05:00
01/16/2025	2025-015	0	0	11:28:00	4	E8696	E8696	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
01/17/2025	2025-016	0	0	16:50:00	3	E8696	E8696	00:00	00:00	00:09:00	00:05:00	00:09:00	00:09:00
01/18/2025	2025-017	0	0	16:44:00	3	E8696	E8696	00:00	00:00	00:08:00	00:04:00	00:06:00	00:08:00
01/19/2025	2025-018	0	0	07:36:00	2	P8651	P8651	00:00	00:00	00:09:00	00:02:00	00:07:00	00:09:00
01/20/2025	2025-019	0	0	12:04:00	5	E8696	8600	02:00	00:00	00:07:00	00:02:00	00:06:00	00:08:00
01/23/2025	2025-020	0	0	09:09:00	3	E8696	E8696	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
01/23/2025	2025-021	0	0	14:01:00	4	E8696	E8696	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
01/24/2025	2025-023	0	0	08:02:00	2	8600	P8651	15:00	00:00	00:15:00	00:00:00	00:05:00	00:20:00
01/25/2025	2025-024	0	0	07:23:00	3	E8696	E8696	03:00	00:00	00:07:00	00:04:00	00:04:00	00:07:00

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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
01/25/2025	2025-025	0	0	09:42:00	3	8600	E8668	02:00	00:00	00:05:00	00:03:00	00:04:00	00:06:00
01/25/2025	2025-026	0	0	11:19:00	4	E8696	E8696	00:00	00:00	00:05:00	00:00:00	00:04:00	00:05:00
01/26/2025	2025-027	0	0	08:43:00	3	8600	E8696	03:00	00:00	00:06:00	00:03:00	00:04:00	00:07:00
01/29/2025	2025-028	0	0	08:23:00	2	E8696	E8696	06:00	00:00	00:09:00	00:03:00	00:03:00	00:09:00
01/30/2025	2025-029	0	0	11:42:00	3	E8696	E8696	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
01/31/2025	2025-030	0	0	09:47:00	3	E8696	E8696	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
02/01/2025	2025-031	0	0	11:19:00	2	E8696	E8696	05:00	00:00	00:10:00	00:05:00	00:05:00	00:10:00
02/03/2025	2025-033	0	0	18:24:00	3	E8696	E8696	00:00	00:00	00:06:00	00:03:00	00:05:00	00:06:00
02/05/2025	2025-034	0	0	08:28:00	2	E8696	E8696	05:00	00:00	00:10:00	00:05:00	00:05:00	00:10:00
02/07/2025	2025-035	0	0	18:18:00	3	8600	E8696	01:00	00:00	00:04:00	00:03:00	00:04:00	00:05:00
02/08/2025	2025-036	0	0	10:23:00	4	E8696	E8696	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
02/08/2025	2025-037	0	0	18:48:00	2	E8696	E8696	04:00	00:00	00:08:00	00:04:00	00:04:00	00:08:00
02/09/2025	2025-038	0	0	21:15:00	3	8600	8600	02:00	00:00	00:06:00	00:04:00	00:04:00	00:06:00
02/12/2025	2025-039	0	0	09:10:00	3	E8696	E8696	02:00	00:00	00:07:00	00:05:00	00:05:00	00:07:00
02/12/2025	2025-040	0	0	13:39:00	2	E8696	E8696	02:00	00:00	00:04:00	00:02:00	00:02:00	00:04:00
02/14/2025	2025-041	0	0	13:49:00	3	E8696	E8696	02:00	00:00	00:06:00	00:04:00	00:04:00	00:06:00
02/17/2025	2025-042	0	0	19:08:00	3	8600	8600	02:00	00:00	00:07:00	00:05:00	00:05:00	00:07:00
02/18/2025	2025-043	0	0	05:03:00	2	E8696	E8696	07:00	00:00	00:09:00	00:02:00	00:02:00	00:09:00
02/21/2025	2025-044	0	0	11:38:00	2	E8696	E8696	03:00	00:00	00:04:00	00:01:00	00:01:00	00:04:00
02/22/2025	2025-045	0	0	18:52:00	2	E8696	E8696	04:00	00:00	00:13:00	00:09:00	00:09:00	00:13:00
02/23/2025	2025-046	0	0	14:16:00	3	E8696	E8696	04:00	00:00	00:07:00	00:03:00	00:03:00	00:07:00
02/24/2025	2025-048	0	0	06:21:00	2	E8696	E8696	06:00	00:00	00:09:00	00:03:00	00:03:00	00:09:00
02/24/2025	2025-049	0	0	17:44:00	3	E8696	E8696	03:00	00:00	00:06:00	00:03:00	00:03:00	00:06:00
03/02/2025	2025-051	0	0	15:04:00	3	E8696	E8696	04:00	00:00	00:06:00	00:02:00	00:02:00	00:06:00
03/05/2025	2025-052	0	0	20:32:00	5	E8696	E8696	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
03/06/2025	2025-053	0	0	07:54:00	1	8600	8600	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
03/06/2025	2025-054	0	0	17:07:00	5	8600	8600	01:00	00:00	00:05:00	00:04:00	00:04:00	00:05:00
03/07/2025	2025-055	0	0	12:28:00	2	8600	8600	02:00	00:00	00:04:00	00:02:00	00:02:00	00:04:00
03/15/2025	2025-056	0	0	11:00:00	3	E8696	E8696	05:00	00:00	00:06:00	00:01:00	00:01:00	00:06:00
03/16/2025	2025-057	0	0	10:34:00	1	8600	8600	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
03/18/2025	2025-058	0	0	14:00:00	2	E8696	E8696	01:00	00:00	00:08:00	00:07:00	00:07:00	00:08:00

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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
03/20/2025	2025-059	0	0	13:39:00	2	E8696	E8696	00:00	00:00	00:06:00	00:03:00	00:05:00	00:06:00
03/26/2025	2025-060	0	0	11:58:00	3	E8696	E8696	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
03/27/2025	2025-062	0	0	10:19:00	3	E8696	E8696	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
03/28/2025	2025-063	0	0	08:45:00	2	E8696	E8696	04:00	00:00	00:09:00	00:05:00	00:05:00	00:09:00
03/31/2025	2025-065	0	0	20:43:00	2	8600	8600	02:00	00:00	00:06:00	00:04:00	00:04:00	00:06:00
04/02/2025	2025-066	0	0	08:38:00	2	E8696	E8696	04:00	00:00	00:07:00	00:03:00	00:03:00	00:07:00
04/04/2025	2025-67	0	0	09:41:00	3	E8696	E8696	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
04/05/2025	2025-068	0	0	00:20:00	4	E8696	E8696	06:00	00:00	00:16:00	00:10:00	00:10:00	00:16:00
04/06/2025	2025-069	0	0	15:51:00	2	E8696	E8696	06:00	00:00	00:10:00	00:04:00	00:04:00	00:10:00
04/08/2025	2025-070	0	0	21:05:00	1	P8651	P8651	00:00	00:00	00:07:00	00:01:00	00:05:00	00:07:00
04/08/2025	2025-071	0	0	21:37:00	1	8600	8600	00:00	02:00	00:06:00	00:04:00	00:04:00	00:06:00
04/11/2025	2025-073	0	0	15:34:00	1	E8696	E8696	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
04/13/2025	2025-074	0	0	09:38:00	2	E8696	E8696	05:00	00:00	00:16:00	00:11:00	00:11:00	00:16:00
04/13/2025	2025-075	0	0	19:42:00	2	E8696	E8696	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
04/14/2025	2025-076	0	0	10:24:00	2	E8696	E8696	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
04/14/2025	2025-077	0	0	22:18:00	2	E8696	E8696	00:00	00:00	00:07:00	00:04:00	00:04:00	00:07:00
04/18/2025	2025-078	0	0	00:33:00	1	8600	8600	00:00	03:00	00:07:00	00:04:00	00:04:00	00:07:00
04/18/2025	2025-079	0	0	09:41:00	2	E8696	E8696	01:00	00:00	00:12:00	00:11:00	00:11:00	00:12:00
04/20/2025	2025-080	0	0	13:36:00	2	P8651	P8651	02:00	00:00	00:07:00	00:01:00	00:05:00	00:07:00
04/24/2025	2025-081	0	0	08:00:00	2	E8696	E8696	00:00	00:00	00:06:00	00:01:00	00:04:00	00:06:00
04/25/2025	2025-082	0	0	16:14:00	1	E8696	E8696	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
04/28/2025	2025-083	0	0	02:01:00	2	8600	8600	02:00	00:00	00:08:00	00:06:00	00:06:00	00:08:00
04/30/2025	2025-084	0	0	10:52:00	2	E8696	E8696	01:00	00:00	00:16:00	00:15:00	00:15:00	00:16:00
05/04/2025	2025-085	0	0	19:54:00	1	E8696	E8696	05:00	00:00	00:07:00	00:02:00	00:02:00	00:07:00
05/05/2025	2025-086	0	0	10:48:00	2	E8696	E8696	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
05/05/2025	2025-087	0	0	11:32:00	2	E8696	E8696	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
05/06/2025	2025-088	0	0	09:17:00	2	E8696	E8696	01:00	00:00	00:05:00	00:04:00	00:04:00	00:05:00
05/06/2025	2025-089	0	0	11:18:00	2	E8696	E8696	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
05/06/2025	2025-090	0	0	14:20:00	2	E8696	E8696	00:00	00:00	00:05:00	00:04:00	00:04:00	00:05:00
05/07/2025	2025-091	0	0	15:34:00	2	E8696	E8696	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
05/09/2025	2025-092	0	0	19:41:00	2	E8668	E8668	01:00	00:00	00:06:00	00:04:00	00:05:00	00:06:00

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05/11/2025	2025-093	0	0	11:46:00	2	8600	E8668	01:00	00:00	00:05:00	00:04:00	00:06:00	00:07:00
05/13/2025	2025-094	0	0	10:21:00	1	8600	8600	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
05/15/2025	2025-096	0	0	08:14:00	1	E8668	E8668	01:00	00:00	00:01:00	00:00:00	00:00:00	00:01:00
05/18/2025	2025-097	0	0	06:03:00	3	8600	8600	03:00	00:00	00:10:00	00:07:00	00:07:00	00:10:00
05/20/2025	2025-098	0	0	11:32:00	1	8600	8600	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
05/21/2025	2025-099	0	0	16:10:00	5	E8668	E8668	02:00	00:00	00:10:00	00:08:00	00:08:00	00:10:00
05/23/2025	2025-100	0	0	17:49:00	3	8600	P8651	02:00	00:00	00:05:00	00:03:00	00:04:00	00:06:00
05/24/2025	2025-101	0	0	09:54:00	4	8600	8600	02:00	00:00	00:06:00	00:04:00	00:04:00	00:06:00
05/24/2025	2025-102	0	0	18:20:00	1	8600	8600	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
05/27/2025	2025-103	0	0	07:42:00	4	E8668	E8668	00:00	00:00	00:06:00	00:06:00	00:06:00	00:06:00
05/28/2025	2025-104	0	0	20:56:00	1	E8668	E8668	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
05/29/2025	2025-105	0	0	13:06:00	3	E8668	E8668	04:00	00:00	00:18:00	00:14:00	00:14:00	00:18:00
05/30/2025	2025-106	0	0	08:24:00	2	E8668	E8668	05:00	00:00	00:11:00	00:06:00	00:06:00	00:11:00
05/30/2025	2025-107	0	0	14:41:00	2	E8668	E8668	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
05/30/2025	2025-108	0	0	14:56:00	2	E8668	E8668	00:00	00:00	00:07:00	00:07:00	00:07:00	00:07:00
05/30/2025	2025-109	0	0	17:23:00	2	E8668	E8668	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
05/31/2025	2025-110	0	0	06:52:00	1	E8668	E8668	05:00	00:00	00:10:00	00:05:00	00:05:00	00:10:00
06/01/2025	2025-111	0	0	01:19:00	1	8600	8600	03:00	00:00	00:08:00	00:05:00	00:05:00	00:08:00
06/02/2025	2025-112	0	0	12:34:00	3	E8668	E8668	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
06/02/2025	2025-113	0	0	18:17:00	3	E8668	E8668	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
06/03/2025	2025-115	0	0	07:25:00	3	8600	8600	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
06/06/2025	2025-116	0	0	15:01:00	2	E8668	E8668	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
06/07/2025	2025-117	0	0	15:16:00	1	8600	8600	02:00	00:00	00:05:00	00:03:00	00:03:00	00:05:00
06/07/2025	2025-118	0	0	23:24:00	1	8600	8600	02:00	00:00	00:05:00	00:03:00	00:03:00	00:05:00
06/12/2025	2025-120	0	0	17:12:00	2	E8668	E8668	01:00	00:00	00:15:00	00:14:00	00:14:00	00:15:00
06/13/2025	2025-121	0	0	09:22:00	4	E8668	E8668	00:00	00:00	00:12:00	00:12:00	00:12:00	00:12:00
06/13/2025	2025-122	0	0	15:18:00	4	8600	8600	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
06/13/2025	2025-123	0	0	18:28:00	3	8600	8600	04:00	00:00	00:07:00	00:03:00	00:03:00	00:07:00
06/16/2025	2025-124	0	0	17:42:00	2	8600	8600	01:00	00:00	00:10:00	00:09:00	00:09:00	00:10:00
06/23/2025	2025-125	0	0	11:21:00	3	E8668	E8668	02:00	00:00	00:03:00	00:01:00	00:01:00	00:03:00
06/25/2025	2025-126	0	0	06:54:00	3	8600	8600	02:00	00:00	00:07:00	00:05:00	00:05:00	00:07:00

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06/27/2025	2025-127	0	0	11:20:00	3	E8668	E8668	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
06/28/2025	2025-128	0	0	04:53:00	2	8600	E8668	03:00	00:00	00:07:00	00:04:00	00:05:00	00:08:00
06/28/2025	2025-130	0	0	16:56:00	2	E8668	E8668	09:00	00:00	00:23:00	00:14:00	00:14:00	00:23:00
06/28/2025	2025-131	0	0	21:00:00	2	8600	8600	02:00	00:00	00:06:00	00:04:00	00:04:00	00:06:00
06/29/2025	2025-132	0	0	14:00:00	3	E8668	E8668	06:00	00:00	00:21:00	00:15:00	00:15:00	00:21:00
06/30/2025	2025-133	0	0	01:26:00	1	8600	8600	03:00	00:00	00:08:00	00:05:00	00:05:00	00:08:00
07/01/2025	2025-134	0	0	14:39:00	2	E8668	E8668	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
07/02/2025	2025-135	0	0	13:32:00	2	E8668	E8668	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
07/02/2025	2025-137	0	0	19:50:00	3	E8668	E8668	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
07/04/2025	2025-139	0	0	21:21:00	3	E8668	E8668	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
07/04/2025	2025-141	0	0	21:36:00	3	E8668	E8668	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
07/04/2025	2025-143	0	0	23:35:00	3	E8696	E8696	04:00	00:00	00:18:00	00:14:00	00:14:00	00:18:00
07/05/2025	2025-144	0	0	00:45:00	3	E8696	E8696	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
07/06/2025	2025-145	0	0	05:16:00	1	8600	8600	03:00	00:00	00:06:00	00:03:00	00:03:00	00:06:00
07/09/2025	2025-146	0	0	16:31:00	4	E8668	E8668	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
07/11/2025	2025-147	0	0	11:04:00	4	E8668	E8668	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
07/12/2025	2025-148	0	0	11:46:00	2	E8668	E8668	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
07/13/2025	2025-149	1500	0	10:31:00	3	E8668	E8668	07:00	00:00	00:14:00	00:07:00	00:07:00	00:14:00
07/13/2025	2025-150	0	0	20:44:00	2	E8668	E8668	04:00	00:00	00:10:00	00:06:00	00:06:00	00:10:00
07/15/2025	2025-151	0	0	20:28:00	2	E8668	E8668	00:00	00:00	00:03:00	00:01:00	00:02:00	00:03:00
07/17/2025	2025-152	0	0	18:43:00	2	E8696	E8696	06:00	00:00	00:08:00	00:02:00	00:02:00	00:08:00
07/21/2025	2025-153	0	0	08:44:00	3	E8668	E8668	02:00	00:00	00:04:00	00:02:00	00:02:00	00:04:00
07/21/2025	2025-154	0	0	23:05:00	3	E8668	E8668	05:00	00:00	00:11:00	00:06:00	00:06:00	00:11:00
07/29/2025	2025-157	0	0	04:45:00	3	E8668	E8668	02:00	00:00	00:07:00	00:05:00	00:05:00	00:07:00
08/02/2025	2025-158	0	0	06:40:00	2	E8668	E8668	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
08/02/2025	2025-159	0	0	20:29:00	1	8600	8600	01:00	00:00	00:05:00	00:04:00	00:04:00	00:05:00
08/03/2025	2025-160	0	0	03:54:00	3	E8668	E8668	02:00	00:00	00:07:00	00:05:00	00:05:00	00:07:00
08/03/2025	2025-161	0	0	15:53:00	2	E8668	E8668	01:00	00:00	00:05:00	00:04:00	00:04:00	00:05:00
08/03/2025	2025-162	0	0	21:23:00	2	8600	8600	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
08/03/2025	2025-163	0	0	22:29:00	2	8600	8600	00:00	00:00	00:04:00	00:04:00	00:04:00	00:04:00
08/08/2025	2025-164	0	0	07:35:00	2	8600	8600	01:00	00:00	00:05:00	00:04:00	00:04:00	00:05:00

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08/09/2025	2025-165	0	0	14:48:00	1	E8668	E8668	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
08/10/2025	2025-166	0	0	20:26:00	2	8600	E8668	02:00	00:00	00:06:00	00:04:00	00:05:00	00:07:00
08/13/2025	2025-167	0	0	18:43:00	3	8600	8600	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
08/14/2025	2025-168	0	0	10:50:00	4	E8668	E8668	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
08/15/2025	2025-169	0	0	14:01:00	3	8600	8600	03:00	00:00	00:05:00	00:02:00	00:02:00	00:05:00
08/15/2025	2025-170	0	0	14:24:00	3	8600	8600	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
08/17/2025	2025-171	0	0	17:26:00	1	8600	8600	00:00	00:00	00:05:00	00:05:00	00:05:00	00:05:00
08/17/2025	2025-172	0	0	19:31:00	1	8600	8600	02:00	00:00	00:04:00	00:02:00	00:02:00	00:04:00
08/18/2025	2025-173	0	0	14:32:00	3	E8668	E8668	01:00	00:00	00:24:00	00:23:00	00:23:00	00:24:00
08/23/2025	2025-174	0	0	17:47:00	2	E8668	E8668	03:00	00:00	00:19:00	00:16:00	00:16:00	00:19:00
08/24/2025	2025-175	0	0	02:53:00	1	E8668	E8668	02:00	00:00	00:08:00	00:06:00	00:06:00	00:08:00
08/24/2025	2025-176	0	0	15:08:00	3	E8668	E8668	04:00	00:00	00:09:00	00:05:00	00:05:00	00:09:00
08/27/2025	2025-177	0	0	09:40:00	2	E8668	E8668	01:00	00:00	00:03:00	00:01:00	00:00:00	00:03:00
08/28/2025	2025-178	0	0	14:56:00	1	8600	8600	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
08/28/2025	2025-179	0	0	22:40:00	2	8600	8600	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
08/31/2025	2025-180	0	0	19:06:00	2	E8668	E8668	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
09/01/2025	2025-181	500	0	22:00:00	1	8600	8600	02:00	00:00	00:05:00	00:03:00	00:03:00	00:05:00
09/07/2025	2025-183	0	0	16:33:00	3	E8668	E8668	02:00	00:00	00:06:00	00:04:00	00:04:00	00:06:00
09/10/2025	2025-184	0	0	09:09:00	2	E8668	E8668	02:00	00:00	00:04:00	00:02:00	00:02:00	00:04:00
09/14/2025	2025-186	0	0	22:43:00	2	E8668	E8668	02:00	00:00	00:11:00	00:09:00	00:09:00	00:11:00
09/15/2025	2025-187	0	0	15:03:00	3	E8668	E8668	01:00	00:00	00:12:00	00:11:00	00:11:00	00:12:00
09/16/2025	2025-188	0	0	04:13:00	3	8600	8600	02:00	00:00	00:07:00	00:05:00	00:05:00	00:07:00
09/17/2025	2025-190	0	0	10:13:00	2	E8668	E8668	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
09/17/2025	2025-191	0	0	18:03:00	2	8600	8600	01:00	00:00	00:08:00	00:07:00	00:07:00	00:08:00
09/21/2025	2025-193	0	0	15:00:00	2	8600	8600	01:00	00:00	00:10:00	00:09:00	00:09:00	00:10:00
09/24/2025	2025-194	0	0	17:47:00	3	8600	8600	00:00	00:00	00:06:00	00:06:00	00:06:00	00:06:00
09/25/2025	2025-195	0	0	13:29:00	2	E8668	E8668	02:00	00:00	00:12:00	00:10:00	00:10:00	00:12:00
09/26/2025	2025-196	0	0	01:50:00	3	8600	8600	03:00	00:00	00:14:00	00:11:00	00:11:00	00:14:00
09/27/2025	2025-197	0	0	14:36:00	3	E8668	E8668	04:00	00:00	00:16:00	00:12:00	00:12:00	00:16:00
10/01/2025	2025-199	0	0	13:35:00	1	8600	8600	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
10/01/2025	2025-200	0	0	20:24:00	3	8600	8600	01:00	00:00	00:15:00	00:14:00	00:14:00	00:15:00

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10/02/2025	2025-202	0	0	18:46:00	1	8600	8600	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
10/03/2025	2025-203	0	0	15:09:00	2	E8696	E8696	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
10/04/2025	2025-204	0	0	09:13:00	1	E8668	E8668	05:00	00:00	00:10:00	00:05:00	00:05:00	00:10:00
10/07/2025	2025-205	0	0	03:49:00	2	8600	8600	02:00	00:00	00:15:00	00:13:00	00:13:00	00:15:00
10/11/2025	2025-206	0	0	08:58:00	1	E8668	E8668	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
10/11/2025	2025-207	0	0	11:53:00	1	E8696	E8696	07:00	00:00	00:11:00	00:04:00	00:04:00	00:11:00
10/14/2025	2025-208	0	0	09:14:00	2	E8696	E8696	02:00	00:00	00:06:00	00:04:00	00:04:00	00:06:00
10/15/2025	2025-209	0	0	10:08:00	3	E8696	E8696	02:00	00:00	00:10:00	00:08:00	00:08:00	00:10:00
10/16/2025	2025-210	0	0	15:30:00	3	E8696	E8696	03:00	00:00	00:07:00	00:04:00	00:04:00	00:07:00
10/18/2025	2025-211	0	0	21:20:00	3	E8696	E8696	04:38	00:22	00:06:00	00:01:00	00:01:00	00:06:00
10/20/2025	2025-213	0	0	07:46:00	1	E8696	E8696	07:00	00:00	00:13:00	00:06:00	00:06:00	00:13:00
10/22/2025	2025-214	0	0	07:12:00	1	E8696	E8696	08:00	00:00	00:13:00	00:05:00	00:05:00	00:13:00
10/22/2025	2025-215	5000	0	12:11:00	3	E8696	E8696	04:00	00:00	00:16:00	00:12:00	00:12:00	00:16:00
10/23/2025	2025-217	0	0	07:04:00	2	E8668	E8668	06:00	00:00	00:12:00	00:06:00	00:06:00	00:12:00
10/23/2025	2025-218	0	0	22:49:00	3	E8668	E8668	05:00	00:00	00:07:00	00:02:00	00:02:00	00:07:00
10/27/2025	2025-219	0	0	12:28:00	2	E8668	E8668	04:00	00:00	00:06:00	00:02:00	00:02:00	00:06:00
10/27/2025	2025-220	0	0	14:41:00	2	E8668	E8668	01:00	00:00	00:07:00	00:06:00	00:06:00	00:07:00
10/28/2025	2025-221	0	0	17:48:00	1	8600	8600	04:00	00:00	00:11:00	00:07:00	00:07:00	00:11:00
10/29/2025	2025-222	0	0	07:05:00	1	8600	8600	03:00	00:00	00:09:00	00:06:00	00:06:00	00:09:00
10/29/2025	2025-223	0	0	21:53:00	2	E8696	E8696	05:00	00:00	00:12:00	00:07:00	00:07:00	00:12:00
11/01/2025	2025-225	0	0	07:29:00	1	E8696	E8696	06:00	00:00	00:09:00	00:03:00	00:03:00	00:09:00
11/03/2025	2025-226	0	0	15:10:00	3	E8696	E8696	01:00	00:00	00:10:00	00:09:00	00:09:00	00:10:00
11/04/2025	2025-227	0	0	17:19:00	3	E8696	E8696	05:00	00:00	00:08:00	00:03:00	00:03:00	00:08:00
11/10/2025	2025-230	0	0	13:02:00	3	8600	8600	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
11/14/2025	2025-231	0	0	10:43:00	1	8600	8600	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
11/14/2025	2025-232	0	0	15:26:00	3	E8696	E8696	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
11/16/2025	2025-234	0	0	11:19:00	1	8600	8600	00:00	00:00	00:02:00	00:02:00	00:02:00	00:02:00
11/18/2025	2025-235	0	0	15:24:00	4	E8668	E8668	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
11/22/2025	2025-236	0	0	09:09:00	1	E8696	E8696	05:00	00:00	00:07:00	00:02:00	00:02:00	00:07:00
11/22/2025	2025-237	0	0	19:26:00	2	E8696	E8696	04:00	00:00	00:07:00	00:03:00	00:03:00	00:07:00
11/24/2025	2025-238	0	0	08:21:00	3	8600	8600	05:00	00:00	00:07:00	00:02:00	00:02:00	00:07:00

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11/24/2025	2025-239	0	0	09:40:00	3	E8696	E8696	01:00	00:00	00:11:00	00:10:00	00:10:00	00:11:00
11/26/2025	2025-240	0	0	09:28:00	4	E8696	E8696	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
11/26/2025	2025-241	0	0	12:17:00	4	8600	8600	01:00	00:00	00:05:00	00:04:00	00:04:00	00:05:00
11/26/2025	2025-242	0	0	19:42:00	1	8600	8600	00:00	00:00	00:04:00	00:04:00	00:04:00	00:04:00
11/27/2025	2025-243	0	0	08:30:00	1	8600	8600	01:00	00:00	00:10:00	00:09:00	00:09:00	00:10:00
11/27/2025	2025-244	0	0	12:51:00	3	E8696	E8696	05:00	00:00	00:09:00	00:04:00	00:04:00	00:09:00
11/27/2025	2025-245	0	0	18:55:00	2	8600	8600	00:00	00:00	00:04:00	00:04:00	00:04:00	00:04:00
11/29/2025	2025-246	0	0	01:16:00	2	8600	8600	01:00	00:00	00:10:00	00:09:00	00:09:00	00:10:00
11/29/2025	2025-247	0	0	05:05:00	2	8600	8600	01:00	00:00	00:07:00	00:06:00	00:06:00	00:07:00
12/02/2025	2025-248	0	0	08:00:00	2	8600	8600	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
12/02/2025	2025-249	0	0	18:42:00	5	E8696	E8696	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
12/04/2025	2025-250	0	0	12:03:00	4	E8696	E8696	02:00	00:00	00:07:00	00:05:00	00:05:00	00:07:00
12/04/2025	2025-251	0	0	13:48:00	4	E8696	E8696	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
12/07/2025	2025-252	0	0	01:25:00	1	8600	8600	01:00	00:00	00:16:00	00:15:00	00:15:00	00:16:00
12/10/2025	2025-254	5000	0	16:27:00	3	8600	P8651	01:00	00:00	00:03:00	00:02:00	00:07:00	00:08:00
12/14/2025	2025-255	0	0	15:42:00	2	8600	8600	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
12/17/2025	2025-256	0	0	08:48:00	1	8600	8600	00:00	01:00	00:04:00	00:03:00	00:03:00	00:04:00
12/17/2025	2025-257	0	0	15:08:00	5	E8668	E8668	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
12/19/2025	2025-258	0	0	12:08:00	3	E8696	E8696	00:10	00:00	00:02:00	00:01:50	00:01:50	00:02:00
12/22/2025	2025-259	0	0	17:36:00	1	8600	8600	03:00	00:00	00:07:00	00:04:00	00:04:00	00:07:00
12/23/2025	2025-260	0	0	05:13:00	1	8600	8600	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00
12/23/2025	2025-261	0	0	17:29:00	2	E8668	E8668	15:00	00:00	00:22:00	00:07:00	00:07:00	00:22:00
12/25/2025	2025-262	0	0	16:54:00	3	E8696	E8696	06:00	00:00	00:08:00	00:02:00	00:02:00	00:08:00
12/27/2025	2025-263	0	0	23:10:00	1	P8651	P8651	06:00	00:00	00:07:00	00:01:00	00:01:00	00:07:00
12/31/2025	2025-264	0	0	13:58:00	5	E8696	E8696	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00

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.

San Miguel Fire Department

San Miguel, CA

This report was generated on 1/9/2026 11:00:03 AM



Incidents for Zone for Status for Date Range

Incident Status(s): All Incident Statuses | Zone(s): All Zones | Start Date: 01/01/2025 | End Date: 12/31/2025

INCIDENT NUMBER	INCIDENT TYPE	DATE	INCIDENT STATUS	LOCATION	APPARATUS
Zone: AAE - Auto Aid East					
2025-001	321	01/01/2025	Reviewed	7285 Cross Canyons RD	8600, E8696
2025-031	321	02/01/2025	Reviewed	8715 N River RD	E8696
2025-050	321	03/02/2025	Reviewed	525 Nygren RD	E8696
2025-061	321	03/26/2025	Reviewed	7857 Estrella RD	8600, E8696
2025-099	140	05/21/2025	Reviewed	7857 Estrella RD	E8668
2025-121	140	06/13/2025	Reviewed	4875 Lowes Canyon RD	E8668
2025-187	550	09/15/2025	Reviewed	2995 Pleasant RD	E8668
2025-189	321	09/16/2025	Reviewed	1879 Wellsona RD	E8668
2025-197	321	09/27/2025	Reviewed	6385 Cross Canyons RD	E8668
2025-198	611	09/30/2025	Reviewed	6992 N River RD	E8668
2025-252	162	12/07/2025	Reviewed	Perimeter RD	8600, E8668
AAE - Auto Aid East Incidents: 11					
Zone: AAN - Auto Aid North					
2025-026	321	01/25/2025	Reviewed	1263 Mission ST	8600, E8696
2025-058	321	03/18/2025	Reviewed	N Highway 101 HWY	E8696
2025-063	321	03/28/2025	Reviewed	4545 Vineyard Canyon RD	E8696
2025-119	611	06/08/2025	Reviewed	N Highway 101 HWY	8600, E8668
2025-133	324	06/30/2025	Reviewed	S HWY	8600, E8696
2025-221	322	10/28/2025	Reviewed	4980 Indian Valley RD	8600
AAN - Auto Aid North Incidents: 6					
Zone: AAS - Auto Aid South					
2025-013	321	01/14/2025	Reviewed	N Highway 101 HWY	8600, E8696
2025-057	131	03/16/2025	Reviewed	7700 S Highway 101 HWY	8600, E8696
2025-079	321	04/18/2025	Reviewed	20 Wellsona RD	E8696
2025-092	321	05/09/2025	Reviewed	9025 Cemetery RD	8600, E8668
2025-094	321	05/13/2025	Reviewed	7798 S Highway 101 HWY	8600
2025-095	321	05/14/2025	Reviewed	1875 Wellsona RD	8600, E8668
2025-129	611	06/28/2025	Reviewed	6705 Llano RD	E8668
2025-132	143	06/29/2025	Reviewed	3660 Remington	E8668
2025-138	140	07/04/2025	Reviewed	329 Mesa Grande DR	E8668
2025-150	321	07/13/2025	Reviewed	70 Laddy LN	E8668
2025-154	321	07/21/2025	Reviewed	6557 Monterey RD	E8668
2025-176	321	08/24/2025	Reviewed	7575 Monterey RD	E8668
2025-192	140	09/17/2025	Reviewed	6814 N River RD	E8668
2025-193	321	09/21/2025	Reviewed	5600 Monterey RD	8600, E8668
2025-207	324	10/11/2025	Reviewed	7798 N Highway 101 HWY	E8696

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

2025-208	324	10/14/2025	Reviewed	N HWY 101 & 10TH ST	E8696
2025-223	321	10/29/2025	Reviewed	6578 N Star LN	E8696
2025-224	611	10/31/2025	Reviewed	500 San Marcos RD	E8696
2025-226	321	11/03/2025	Reviewed	1895 San Marcos RD	E8696
2025-228	321	11/08/2025	Reviewed	1415 San Marcos RD	E8696
2025-250	321	12/04/2025	Reviewed	6556 Monterey RD	E8696

AAS - Auto Aid South Incidents: 21

Zone: AAW - Auto Aid West

2025-068	321	04/05/2025	Reviewed	10750 Pear Valley RD	E8696
2025-072	321	04/09/2025	Reviewed	8520 N Barnes RD	E8696
2025-074	311	04/13/2025	Reviewed	8475 Barnes RD	8600, E8696
2025-084	321	04/30/2025	Reviewed	1940 San Marcos RD	E8696
2025-090	321	05/06/2025	Reviewed	9802 Vina WAY	8600, E8696
2025-105	143	05/29/2025	Reviewed	7580 Nonpariel CT	E8668
2025-110	321	05/31/2025	Reviewed	850 Nygren RD	E8668
2025-186	321	09/14/2025	Reviewed	11011 Pear Valley RD	8600, E8668
2025-200	321	10/01/2025	Reviewed	10757 Pear Valley RD	8600, E8668
2025-217	321	10/23/2025	Reviewed	9750 Woodmancee WAY	E8668
2025-220	321	10/27/2025	Reviewed	9015 Cemetery RD	E8668
2025-239	321	11/24/2025	Reviewed	998 10th ST	E8696

AAW - Auto Aid West Incidents: 12

Zone: BOB - Camp Roberts

2025-108	321	05/30/2025	Reviewed	5210 BLDG	E8668
2025-124	321	06/16/2025	Reviewed	California BLVD	8600, E8668
2025-130	140	06/28/2025	Reviewed	CACTF	E8668
2025-195	321	09/25/2025	Reviewed	O ST	E8668
2025-233	611	11/16/2025	Reviewed	HWY 101 SB	8600, E8696

BOB - Camp Roberts Incidents: 5

Zone: CBMHP - Casa Blanca Mobile Home Park

2025-049	321	02/24/2025	Reviewed	560 12th ST	E8696
2025-056	321	03/15/2025	Reviewed	560 12th ST	E8696
2025-065	321	03/31/2025	Reviewed	560 12th ST	8600, E8696
2025-073	321	04/11/2025	Reviewed	560 12th ST	E8696
2025-125	321	06/23/2025	Reviewed	560 12th ST	E8668
2025-126	321	06/25/2025	Reviewed	560 12th ST	8600, E8668
2025-151	321	07/15/2025	Reviewed	560 12th ST	8600, E8668
2025-166	321	08/10/2025	Reviewed	560 12th ST	8600, E8668
2025-180	321	08/31/2025	Reviewed	560 12th ST	E8668
2025-183	321	09/07/2025	Reviewed	560 12th ST	E8668

CBMHP - Casa Blanca Mobile Home Park Incidents: 10

Zone: CDR - Camino Del Rio

2025-042	321	02/17/2025	Reviewed	1173 Velarde CIR	8600, E8696
2025-052	321	03/05/2025	Reviewed	1188 Cortez CIR	E8696, SMF 1
2025-083	321	04/28/2025	Reviewed	1188 Cortez CIR	8600, E8668

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2025-086	321	05/05/2025	Reviewed	1167 cortez CIR	E8696
2025-101	321	05/24/2025	Reviewed	1192 Velarde CT	8600, E8668
2025-190	321	09/17/2025	Reviewed	601 12th ST	E8668
CDR - Camino Del Rio Incidents: 6					
Zone: CSD - CSD Limits					
2025-002	321	01/01/2025	Reviewed	993 Makewe AVE	8600, E8696
2025-003	331	01/02/2025	Reviewed	1425 Mission ST	E8696
2025-006	321	01/06/2025	Reviewed	1385 Mission St	8600, E8696
2025-008	321	01/07/2025	Reviewed	1140 N ST	8600, E8696
2025-009	321	01/07/2025	Reviewed	1220 L ST	8600, P8651
2025-012	118	01/14/2025	Reviewed	1472 L ST	E8668
2025-014	324	01/15/2025	Reviewed	1499 K ST	8600, E8696, SMF 1
2025-016	321	01/17/2025	Reviewed	972 K ST	8600, E8696
2025-017	321	01/18/2025	Reviewed	890 L ST	8600, E8696
2025-020	321	01/23/2025	Reviewed	1150 MISSION ST	E8696
2025-021	321	01/23/2025	Reviewed	1150 Mission ST	E8696
2025-022	100	01/23/2025	Reviewed	400 11th ST	8600, E8696
2025-024	321	01/25/2025	Reviewed	1140 N ST	8600, E8696
2025-027	321	01/26/2025	Reviewed	1402 Mission ST	8600, E8696
2025-029	321	01/30/2025	Reviewed	1140 N ST	E8696
2025-033	321	02/03/2025	Reviewed	1515 L ST	8600, E8696
2025-035	324	02/07/2025	Reviewed	1223 L ST	8600, E8696
2025-036	321	02/08/2025	Reviewed	332 12th ST	E8696, SMF 1
2025-037	321	02/08/2025	Reviewed	1815 Mission ST	E8696
2025-038	321	02/09/2025	Reviewed	1220 L ST	8600, P8651
2025-043	321	02/18/2025	Reviewed	1401 Prado PL	E8696
2025-044	321	02/21/2025	Reviewed	1221 K ST	E8696
2025-046	321	02/23/2025	Reviewed	611 11th ST	E8696
2025-047	321	02/23/2025	Reviewed	1141 Mission ST	E8696
2025-048	321	02/24/2025	Reviewed	352 11th ST	E8696, SMF 1
2025-054	321	03/06/2025	Reviewed	698 N River RD	8600, E8696, E8696
2025-059	321	03/20/2025	Reviewed	1887 Mission ST	E8696, P8651
2025-060	321	03/26/2025	Reviewed	1116 L ST	E8696
2025-062	321	03/27/2025	Reviewed	1140 N ST	E8696
2025-064	321	03/29/2025	Reviewed	1235 L ST	8600, P8651
2025-070	733	04/08/2025	Reviewed	1145 K ST	8600, P8651
2025-076	551	04/14/2025	Reviewed	998 River RD	E8696
2025-077	321	04/14/2025	Reviewed	900 Mission ST	8600, E8696
2025-078	321	04/18/2025	Reviewed	1435 Rio Vista PL	8600, E8696
2025-080	321	04/20/2025	Reviewed	775 Mission ST	8600, P8651
2025-082	412	04/25/2025	Reviewed	1140 N ST	E8696
2025-085	321	05/04/2025	Reviewed	998 K ST	E8696
2025-087	321	05/05/2025	Reviewed	340 15th ST	E8696
2025-089	321	05/06/2025	Reviewed	1540 N ST	E8696
2025-091	321	05/07/2025	Reviewed	1140 N ST	E8696

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2025-096	321	05/15/2025	Reviewed	1140 N ST	E8668
2025-097	746	05/18/2025	Reviewed	532 Tema ST	8600, E8668
2025-102	321	05/24/2025	Reviewed	1263 Mission ST	8600
2025-103	321	05/27/2025	Reviewed	1141 Mission ST	E8668
2025-11	321	01/14/2025	Reviewed	1099 K ST	E8696
2025-111	143	06/01/2025	Reviewed	N Hwy 101/ Mission St off ramp	8600, E8668
2025-114	611	06/02/2025	Reviewed	775 Mission ST	E8668
2025-115	745	06/03/2025	Reviewed	775 Mission ST	8600, E8696
2025-116	321	06/06/2025	Reviewed	700 Mission ST	E8668
2025-117	321	06/07/2025	Reviewed	700 Mission ST	8600
2025-118	324	06/07/2025	Reviewed	250 11th ST	8600
2025-123	143	06/13/2025	Reviewed	675 12th ST	8600, E8668
2025-127	321	06/27/2025	Reviewed	1140 N ST	E8668
2025-128	321	06/28/2025	Reviewed	890 L ST	8600, E8668
2025-135	553	07/02/2025	Reviewed	1010 Wimer WAY	E8668
2025-136	321	07/02/2025	Reviewed	1173 Velarde CIR	E8668
2025-137	321	07/02/2025	Reviewed	1175 L ST	E8668
2025-139	321	07/04/2025	Reviewed	1356 L ST	E8668
2025-140	321	07/04/2025	Reviewed	1485 Mission ST	E8668
2025-142	611	07/04/2025	Reviewed	1062 K ST	E8696
2025-144	162	07/05/2025	Reviewed	1052 K ST	E8696
2025-145	321	07/06/2025	Reviewed	890 L ST	8600
2025-146	321	07/09/2025	Reviewed	1140 N ST	E8668
2025-148	550	07/12/2025	Reviewed	10th ST	E8668
2025-153	412	07/21/2025	Reviewed	1470 K ST	E8668, SMF 1
2025-155	321	07/25/2025	Reviewed	1263 Mission ST	SMF 1
2025-156	321	07/26/2025	Reviewed	11th ST	8600, E8668
2025-157	321	07/29/2025	Reviewed	1599 L ST	8600, E8668
2025-158	321	08/02/2025	Reviewed	1140 N ST	E8668
2025-159	322	08/02/2025	Reviewed	775 Mission ST	8600
2025-160	321	08/03/2025	Reviewed	1140 N ST	8600, E8668
2025-163	321	08/03/2025	Reviewed	949 Mission ST	8600, E8696
2025-164	321	08/08/2025	Reviewed	979 L ST	8600, P8651
2025-165	321	08/09/2025	Reviewed	Cemetery RD	E8668
2025-170	324	08/15/2025	Reviewed	400 BLK River RD	8600, E8668
2025-171	321	08/17/2025	Reviewed	1555 Mission ST	8600
2025-172	321	08/17/2025	Reviewed	998 K ST	8600
2025-177	321	08/27/2025	Reviewed	332 12th ST	8600, E8668
2025-178	324	08/28/2025	Reviewed	15th & L	8600
2025-179	321	08/28/2025	Reviewed	1425 Mission ST	8600, E8668
2025-181	100	09/01/2025	Reviewed	581 11th ST	8600
2025-185	321	09/13/2025	Reviewed	1335 Mission ST	E8668
2025-188	651	09/16/2025	Reviewed	1150 L ST	8600
2025-194	411	09/24/2025	Reviewed	998 K ST	8600, P8651
2025-202	311	10/02/2025	Reviewed	560 12th ST	8600
2025-203	600	10/03/2025	Reviewed	1155 K ST	E8696

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2025-204	321	10/04/2025	Reviewed	1887 Mission ST	E8668
2025-206	118	10/11/2025	Reviewed	349 10th ST	E8668
2025-209	700	10/15/2025	Reviewed	125 Lubova WAY	E8696
2025-210	321	10/16/2025	Reviewed	1077 L ST	8600, E8696
2025-211	321	10/18/2025	Reviewed	340 14th ST	E8696, SMF 1
2025-212	321	10/18/2025	Reviewed	350 14th ST	E8696
2025-214	324	10/22/2025	Reviewed	S Highway 101 HWY	E8696
2025-215	138	10/22/2025	Reviewed	248 13th ST	E8696
2025-216	700	10/22/2025	Reviewed	9898 N River RD	E8696
2025-218	321	10/23/2025	Reviewed	13th ST	E8668
2025-222	321	10/29/2025	Reviewed	1460 L ST	8600
2025-227	321	11/04/2025	Reviewed	1375 L ST	8600, E8696
2025-231	151	11/14/2025	Reviewed	10th ST	8600
2025-232	321	11/14/2025	Reviewed	795 SLO Monterey RD	E8696
2025-234	321	11/16/2025	Reviewed	1116 K ST	8600
2025-235	550	11/18/2025	Reviewed	1101 K ST	8600, E8668
2025-236	321	11/22/2025	Reviewed	1515 L ST	E8696
2025-237	745	11/22/2025	Reviewed	775 Mission ST	E8696
2025-238	321	11/24/2025	Reviewed	340 15th ST	8600, E8696
2025-240	745	11/26/2025	Reviewed	775 Mission ST	E8696
2025-243	321	11/27/2025	Reviewed	606 N River RD	8600
2025-244	733	11/27/2025	Reviewed	1303 Verde PL	8600, E8696
2025-245	600	11/27/2025	Reviewed	N HWY 101 & S Mission St	8600, E8696
2025-246	321	11/29/2025	Reviewed	1445 K ST	8600, E8696
2025-247	745	11/29/2025	Reviewed	775 Mission ST	8600, E8696
2025-248	745	12/02/2025	Reviewed	775 Mission ST	8600, E8696
2025-251	550	12/04/2025	Reviewed	1220 L ST	E8696
2025-255	324	12/14/2025	Reviewed	10th ST	8600, SMF 1
2025-263	321	12/27/2025	Reviewed	1599 L ST	P8651
2025-264	321	12/31/2025	Reviewed	601 12th ST	8600, E8696

CSD - CSD Limits Incidents: 116

Zone: JZT - Jazzy Town

2025-010	321	01/07/2025	Reviewed	346 12th ST	8600, P8651
2025-259	553	12/22/2025	Reviewed	881 Rio Mesa CIR	8600

JZT - Jazzy Town Incidents: 2

Zone: LLS - Lillian Larson School

2025-040	321	02/12/2025	Reviewed	1601 L ST	E8696
2025-112	321	06/02/2025	Reviewed	1601 L ST	E8668
2025-169	321	08/15/2025	Reviewed	1601 L ST	8600, E8668
2025-230	710	11/10/2025	Reviewed	1601 L ST	8600, E8696

LLS - Lillian Larson School Incidents: 4

Zone: MAS - Mutual Aide South

2025-120	142	06/12/2025	Reviewed	Niblick/ Salinas River	E8668
2025-143	111	07/04/2025	Reviewed	405 S Main ST	E8696
2025-173	140	08/18/2025	Reviewed	San Carlos Rd	E8668

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2025-174	140	08/23/2025	Reviewed	1200 Blk Nacimiento DR	E8668
MAS - Mutual Aide South Incidents: 4					
Zone: MAW - Mutual Aid West					
2025-182	140	09/04/2025	Reviewed	Town Creek Truck TRL	E8668
2025-201	611	10/02/2025	Reviewed	9200 Nacimiento lake DR	E8668
MAW - Mutual Aid West Incidents: 2					
Zone: MH - Mission Heights					
2025-015	321	01/16/2025	Reviewed	1868 L ST	E8696
2025-032	321	02/03/2025	Reviewed	1927 L ST	8600, E8696
2025-071	321	04/08/2025	Reviewed	1935 L ST	8600, P8651
2025-134	321	07/01/2025	Reviewed	1868 L ST	E8668
2025-141	140	07/04/2025	Reviewed	1951 San Buenavenaventura WAY	E8668
2025-241	321	11/26/2025	Reviewed	1997 San Buenavenaventura WAY	8600, P8651
2025-257	321	12/17/2025	Reviewed	1871 L ST	E8668
MH - Mission Heights Incidents: 7					
Zone: MM - Mission Meadows					
2025-005	743	01/05/2025	Reviewed	775 Tielo ST	8600, E8696
2025-007	113	01/06/2025	Reviewed	1735 Bonita PL	8600, E8696
2025-018	321	01/19/2025	Reviewed	830 Sebastian CT	8600, P8651
2025-028	321	01/29/2025	Reviewed	1625 Bonita PL	E8696
2025-055	321	03/07/2025	Reviewed	1420 K ST	8600, E8696
2025-081	321	04/24/2025	Reviewed	700 Armand AVE	8600, E8696
2025-098	321	05/20/2025	Reviewed	815 Sebastian CT	8600
2025-100	321	05/23/2025	Reviewed	720 Crispan AVE	8600, P8651
2025-104	113	05/28/2025	Reviewed	1496 Rio Vista PL	E8668
2025-107	550	05/30/2025	Reviewed	1530 N ST	E8668
2025-131	321	06/28/2025	Reviewed	1415 Verde PL	8600, E8668
2025-147	321	07/11/2025	Reviewed	815 Sebastian CT	E8668
2025-161	321	08/03/2025	Reviewed	670 Benidect ST	8600, E8668
2025-167	321	08/13/2025	Reviewed	830 Sebastian CT	8600, E8668
2025-168	422	08/14/2025	Reviewed	1655 Aldo WAY	8600, E8668
2025-175	321	08/24/2025	Reviewed	670 Benedict ST	8600, E8668
2025-199	321	10/01/2025	Reviewed	1765 Bonita PL	8600
2025-219	321	10/27/2025	Reviewed	735 N River RD	E8668
2025-225	321	11/01/2025	Reviewed	815 Sebastian CT	E8696
2025-242	736	11/26/2025	Reviewed	1615 Aldo WAY	8600
2025-249	321	12/02/2025	Reviewed	611 Poquita LN	E8696
2025-256	321	12/17/2025	Reviewed	1620 Verde PL	8600, E8668, SMF 1
2025-260	321	12/23/2025	Reviewed	1540 N ST	8600
2025-261	321	12/23/2025	Reviewed	1625 Verde PL	E8668
2025-262	553	12/25/2025	Reviewed	1775 Aldo WAY	E8696
MM - Mission Meadows Incidents: 25					

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

Zone: PSHH - Peoples Self Help Housing					
2025-004	321	01/05/2025	Reviewed	238 Soka WAY	8600, P8651
2025-019	321	01/20/2025	Reviewed	685 Catala WAY	8600, E8696
2025-051	321	03/02/2025	Reviewed	1070 N ST	E8696
2025-066	321	04/02/2025	Reviewed	945 Soka WAY	E8696
2025-184	550	09/10/2025	Reviewed	660 Catala WAY	E8668
2025-229	611	11/09/2025	Reviewed	970 Makewe AVE	E8696
2025-253	611	12/08/2025	Reviewed	970 Makewe AVE	8600

PSHH - Peoples Self Help Housing Incidents: 7

Zone: Ter - San Lawerance Terrace					
2025-023	118	01/24/2025	Reviewed	1198 N River RD	8600, P8651
2025-025	151	01/25/2025	Reviewed	1198 N River RD	8600, E8668
2025-030	150	01/31/2025	Reviewed	14200 Power RD	E8696, SMF 1
2025-034	440	02/05/2025	Reviewed	9560 N River RD	E8696
2025-039	321	02/12/2025	Reviewed	5415 Magdalena DR	E8696, SMF 1
2025-041	444	02/14/2025	Reviewed	8754 Martinez DR	E8696
2025-045	321	02/22/2025	Reviewed	8360 Magdalena DR	E8696, SMF 1
2025-053	118	03/06/2025	Reviewed	900 N River RD	8600, E8696
2025-069	142	04/06/2025	Reviewed	9892 N River RD	8600, E8696
2025-075	140	04/13/2025	Reviewed	9800 N River RD	8600, E8696
2025-088	321	05/06/2025	Reviewed	2884 San Pablo LN	E8696
2025-093	321	05/11/2025	Reviewed	14250 Power RD	8600, E8668
2025-106	321	05/30/2025	Reviewed	8360 Magdalena ST	E8668, P8651
2025-109	321	05/30/2025	Reviewed	2884 San Pablo DR	E8668
2025-149	131	07/13/2025	Reviewed	9898 N River RD	E8668
2025-152	324	07/17/2025	Reviewed	N River RD	E8696
2025-162	322	08/03/2025	Reviewed	N River RD	8600, E8696
2025-191	321	09/17/2025	Reviewed	9930 N River RD	8600, P8651
2025-196	321	09/26/2025	Reviewed	8707 Magdalena ST	8600, E8668
2025-205	622	10/07/2025	Reviewed	8730 Martinez DR	8600, E8668
2025-213	321	10/20/2025	Reviewed	8701 Oak DR	E8696
2025-258	321	12/19/2025	Reviewed	8585 Cross Canyons RD	E8696
2025-67	150	04/04/2025	Reviewed	9898 N River RD	E8696

Ter - San Lawerance Terrace Incidents: 23

Zone: WOMHP - White Oaks Mobile Home Park					
2025-113	321	06/02/2025	Reviewed	700 N River RD	E8668
2025-122	143	06/13/2025	Reviewed	700 River RD	8600, E8668
2025-254	131	12/10/2025	Reviewed	700 N River RD	8600, P8651

WOMHP - White Oaks Mobile Home Park Incidents: 3

Total Incidents: 264

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

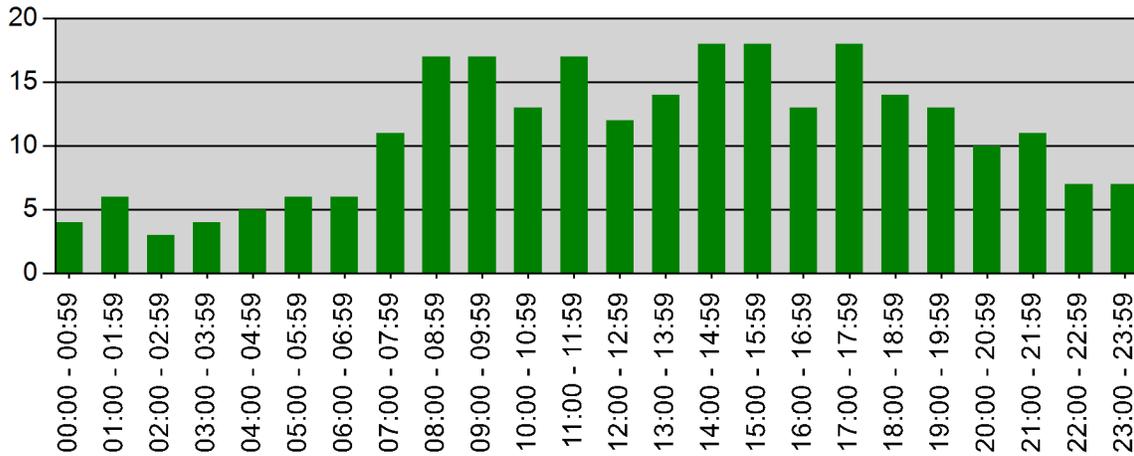
San Miguel, CA

This report was generated on 1/9/2026 11:03:58 AM



Incidents by Hour for Zone for Date Range

Zone: All Zones | Start Date: 01/01/2025 | End Date: 12/31/2025



TIME	COUNT
00:00 - 00:59	4
01:00 - 01:59	6
02:00 - 02:59	3
03:00 - 03:59	4
04:00 - 04:59	5
05:00 - 05:59	6
06:00 - 06:59	6
07:00 - 07:59	11
08:00 - 08:59	17
09:00 - 09:59	17
10:00 - 10:59	13
11:00 - 11:59	17
12:00 - 12:59	12
13:00 - 13:59	14
14:00 - 14:59	18
15:00 - 15:59	18
16:00 - 16:59	13
17:00 - 17:59	18
18:00 - 18:59	14

Only REVIEWED incidents included



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TIME	COUNT
19:00 - 19:59	13
20:00 - 20:59	10
21:00 - 21:59	11
22:00 - 22:59	7
23:00 - 23:59	7

Only REVIEWED incidents included



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San Miguel Fire Department

San Miguel, CA

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

Start Incident Type: 100 | End Incident Type: 911 | Zone: All Zones | Start Date: 01/01/2025 | End Date: 12/31/2025

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
Zone: AAE - Auto Aid East					
Fires					
Lights and Sirens		11:40	0:00	1:00	12:40
Rescue & Emergency Medical Service					
Lights and Sirens		11:00	0:20	3:20	14:40
Service Call					
Lights and Sirens		11:00	0:00	1:00	12:00
Zone: AAN - Auto Aid North					
Rescue & Emergency Medical Service					
Lights and Sirens		5:24	0:00	2:36	8:00
Zone: AAS - Auto Aid South					
Fires					
Lights and Sirens		9:00	0:00	3:30	12:30
Rescue & Emergency Medical Service					
Lights and Sirens		5:51	0:00	2:37	8:28
Zone: AAW - Auto Aid West					
Fires					
Lights and Sirens		14:00	0:00	4:00	18:00
Rescue & Emergency Medical Service					
Lights and Sirens		8:40	0:00	2:40	11:20
No Lights or Sirens		11:00	0:00	5:00	16:00
Zone: BOB - Camp Roberts					
Fires					
Lights and Sirens		14:00	0:00	9:00	23:00
Rescue & Emergency Medical Service					
Lights and Sirens		8:40	0:00	1:00	9:40
Zone: CBMHP - Casa Blanca Mobile Home Park					
Rescue & Emergency Medical Service					
Lights and Sirens		2:54	0:00	2:30	5:24
Zone: CDR - Camino Del Rio					
Rescue & Emergency Medical Service					
Lights and Sirens		3:12	0:00	1:12	4:24

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

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
No Lights or Sirens		4:00	0:00	2:00	6:00
Zone: CSD - CSD Limits					
Fires					
Lights and Sirens		3:53	0:00	1:38	5:30
Rescue & Emergency Medical Service					
Lights and Sirens		2:53	0:05	2:15	5:13
No Lights or Sirens		3:40	0:00	2:40	6:20
Hazardous Condition (No Fire)					
Lights and Sirens		3:20	0:00	1:00	4:20
Service Call					
No Lights or Sirens		1:36	0:00	0:00	1:36
Good Intent Call					
Lights and Sirens		3:40	0:00	0:40	4:20
False Alarm & False Call					
Lights and Sirens		4:20	0:00	2:07	6:27
Zone: JZT - Jazzy Town					
Rescue & Emergency Medical Service					
Lights and Sirens		1:00	0:00	2:00	3:00
Service Call					
No Lights or Sirens		4:00	0:00	3:00	7:00
Zone: LLS - Lillian Larson School					
Rescue & Emergency Medical Service					
Lights and Sirens		2:20	0:00	2:00	4:20
False Alarm & False Call					
Lights and Sirens		5:00	0:00	1:00	6:00
Zone: MAS - Mutual Aide South					
Fires					
Lights and Sirens		16:45	0:00	2:15	19:00
Zone: MH - Mission Heights					
Fires					
Lights and Sirens		2:00	0:00	0:00	2:00
Rescue & Emergency Medical Service					
Lights and Sirens		3:00	0:24	0:48	4:12
Zone: MM - Mission Meadows					
Fires					
Lights and Sirens		4:00	0:00	0:00	4:00
No Lights or Sirens		3:00	0:00	5:00	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

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
Rescue & Emergency Medical Service					
	Lights and Sirens	3:19	0:04	2:49	6:11
	No Lights or Sirens	4:30	0:00	1:00	5:30
Hazardous Condition (No Fire)					
	No Lights or Sirens	2:00	0:00	0:00	2:00
Service Call					
	No Lights or Sirens	1:30	0:00	3:00	4:30
False Alarm & False Call					
	Lights and Sirens	5:30	0:30	0:30	6:30
Zone: PSHH - Peoples Self Help Housing					
Rescue & Emergency Medical Service					
	Lights and Sirens	3:45	0:00	3:00	6:45
Service Call					
	Lights and Sirens	2:00	0:00	2:00	4:00
Zone: Ter - San Lawerance Terrace					
Fires					
	Lights and Sirens	2:38	0:00	4:08	6:45
Rescue & Emergency Medical Service					
	Lights and Sirens	5:29	0:00	2:41	8:10
Hazardous Condition (No Fire)					
	Lights and Sirens	4:30	0:00	3:30	8:00
Good Intent Call					
	Lights and Sirens	13:00	0:00	2:00	15:00
Zone: WOMHP - White Oaks Mobile Home Park					
Fires					
	Lights and Sirens	1:00	0:00	0:30	1:30
Rescue & Emergency Medical Service					
	Lights and Sirens	2:00	0:00	1:00	3:00

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

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Average Number of Responding Personnel per Incident Type for Date Range

StartDate: 01/01/2025 | EndDate: 12/31/2025

INCIDENT TYPE	AVG. # PERSONNEL
100 - Fire, other	3
111 - Building fire	3
113 - Cooking fire, confined to container	2
118 - Trash or rubbish fire, contained	2
131 - Passenger vehicle fire	3
138 - Off-road vehicle or heavy equipment fire	3
140 - Natural vegetation fire, other	2
142 - Brush or brush-and-grass mixture fire	2
143 - Grass fire	3
150 - Outside rubbish fire, other	3
151 - Outside rubbish, trash or waste fire	2
162 - Outside equipment fire	3
311 - Medical assist, assist EMS crew	1
321 - EMS call, excluding vehicle accident with injury	2
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	2
331 - Lock-in (if lock out , use 511)	2
411 - Gasoline or other flammable liquid spill	3
412 - Gas leak (natural gas or LPG)	2
422 - Chemical spill or leak	4
440 - Electrical wiring/equipment problem, other	2
444 - Power line down	3
550 - Public service assistance, other	2
551 - Assist police or other governmental agency	2
553 - Public service	2
600 - Good intent call, other	2
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	3
700 - False alarm or false call, other	3
710 - Malicious, mischievous false call, other	3
733 - Smoke detector activation due to malfunction	2
736 - CO detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	3
745 - Alarm system activation, no fire - unintentional	2
746 - Carbon monoxide detector activation, no CO	3

Reviewed Incidents only.



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San Miguel Fire Department

San Miguel, CA

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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: 01/01/2025 | End Date: 12/31/2025

Hour	Sun	Mon	Tue	Wed	Thu	Fri	Sat
00:00	0	1	0	0	0	1	2
01:00	2	1	0	0	0	2	1
02:00	2	1	0	0	0	0	0
03:00	3	0	1	0	0	0	0
04:00	0	0	3	1	0	0	1
05:00	2	0	2	0	1	0	1
06:00	1	1	0	2	0	0	2
07:00	1	1	2	2	2	1	2
08:00	2	2	1	5	3	3	1
09:00	1	1	2	4	1	4	4
10:00	2	2	2	3	2	1	1
11:00	2	2	2	1	2	3	5
12:00	0	4	1	3	2	2	0
13:00	1	1	0	5	5	1	1
14:00	2	2	5	0	2	4	3
15:00	6	2	1	2	1	5	1
16:00	2	1	0	3	2	2	3
17:00	1	3	5	3	2	2	2
18:00	0	3	1	2	3	2	3
19:00	5	2	0	2	1	2	1
20:00	2	1	2	4	0	0	1
21:00	2	0	2	2	0	3	2
22:00	2	2	0	0	2	1	0
23:00	0	1	0	0	0	2	4
Total Responses for Day	41	34	32	44	31	41	41
% of Responses for Day	14.63%	11.76%	15.63%	11.36%	16.13%	12.20%	12.20%
% of Responses for Week	15.53%	12.88%	12.12%	16.67%	11.74%	15.53%	15.53%

Hour	Total per Hour	Percent
00:00	4	1.52%
01:00	6	2.27%
02:00	3	1.14%
03:00	4	1.52%
04:00	5	1.89%
05:00	6	2.27%
06:00	6	2.27%
07:00	11	4.17%
08:00	17	6.44%
09:00	17	6.44%
10:00	13	4.92%
11:00	17	6.44%
12:00	12	4.55%
13:00	14	5.30%
14:00	18	6.82%
15:00	18	6.82%
16:00	13	4.92%
17:00	18	6.82%
18:00	14	5.30%
19:00	13	4.92%
20:00	10	3.79%
21:00	11	4.17%
22:00	7	2.65%
23:00	7	2.65%
Total	264	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

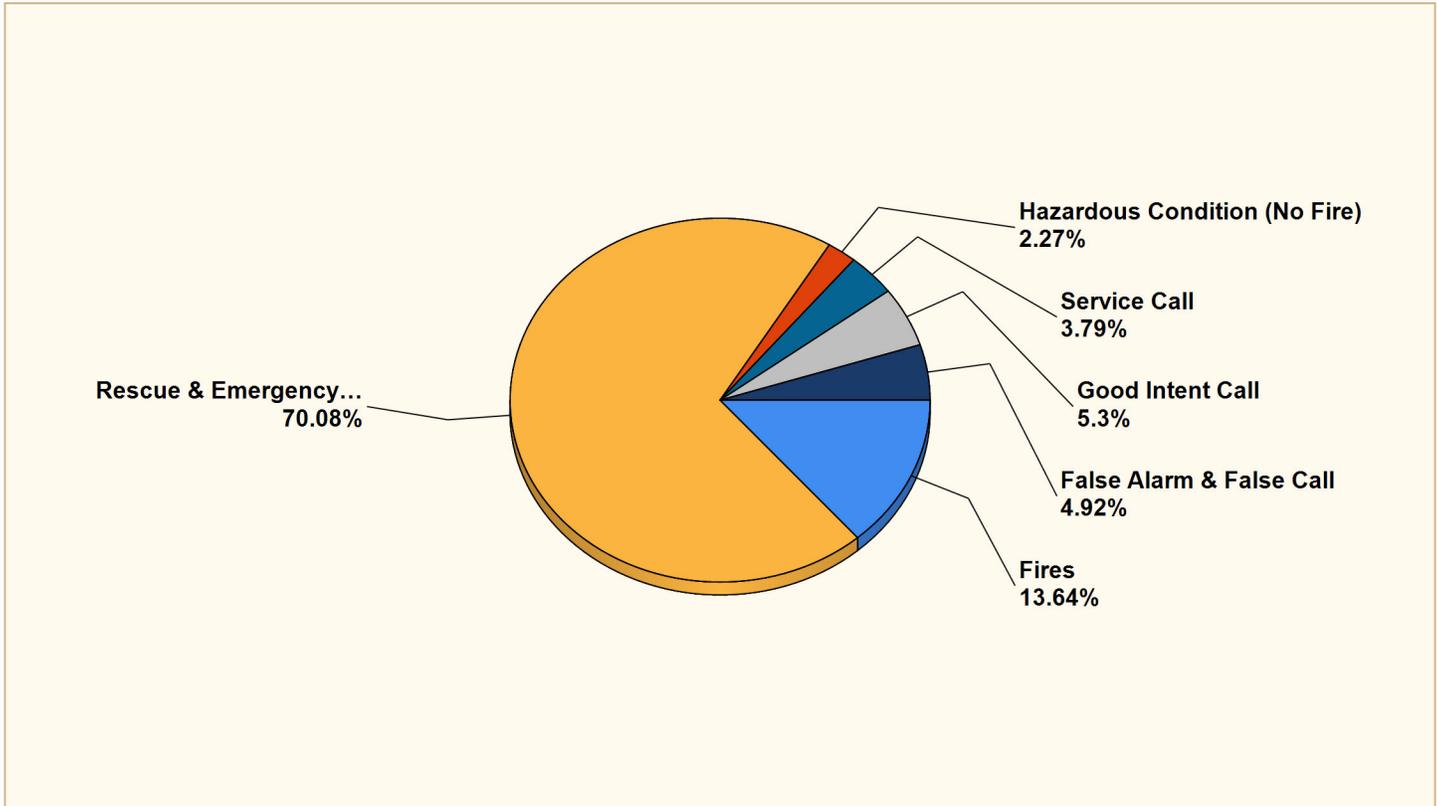
San Miguel, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2025 | End Date: 12/31/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	36	13.64%
Rescue & Emergency Medical Service	185	70.08%
Hazardous Condition (No Fire)	6	2.27%
Service Call	10	3.79%
Good Intent Call	14	5.3%
False Alarm & False Call	13	4.92%
TOTAL	264	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
100 - Fire, other	2	0.76%
111 - Building fire	1	0.38%
113 - Cooking fire, confined to container	2	0.76%
118 - Trash or rubbish fire, contained	4	1.52%
131 - Passenger vehicle fire	3	1.14%
138 - Off-road vehicle or heavy equipment fire	1	0.38%
140 - Natural vegetation fire, other	10	3.79%
142 - Brush or brush-and-grass mixture fire	2	0.76%
143 - Grass fire	5	1.89%
150 - Outside rubbish fire, other	2	0.76%
151 - Outside rubbish, trash or waste fire	2	0.76%
162 - Outside equipment fire	2	0.76%
311 - Medical assist, assist EMS crew	2	0.76%
321 - EMS call, excluding vehicle accident with injury	168	63.64%
322 - Motor vehicle accident with injuries	3	1.14%
324 - Motor vehicle accident with no injuries.	11	4.17%
331 - Lock-in (if lock out , use 511)	1	0.38%
411 - Gasoline or other flammable liquid spill	1	0.38%
412 - Gas leak (natural gas or LPG)	2	0.76%
422 - Chemical spill or leak	1	0.38%
440 - Electrical wiring/equipment problem, other	1	0.38%
444 - Power line down	1	0.38%
550 - Public service assistance, other	6	2.27%
551 - Assist police or other governmental agency	1	0.38%
553 - Public service	3	1.14%
600 - Good intent call, other	2	0.76%
611 - Dispatched & cancelled en route	10	3.79%
622 - No incident found on arrival at dispatch address	1	0.38%
651 - Smoke scare, odor of smoke	1	0.38%
700 - False alarm or false call, other	2	0.76%
710 - Malicious, mischievous false call, other	1	0.38%
733 - Smoke detector activation due to malfunction	2	0.76%
736 - CO detector activation due to malfunction	1	0.38%
743 - Smoke detector activation, no fire - unintentional	1	0.38%
745 - Alarm system activation, no fire - unintentional	5	1.89%
746 - Carbon monoxide detector activation, no CO	1	0.38%
TOTAL INCIDENTS:	264	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.



**Board of Directors
Staff Report**

January 22, 2026

AGENDA ITEM: 9.1

SUBJECT: 12-18-2025 Draft San Miguel CSD Board of Directors regular meeting minutes (Pg. 71-90)

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 12-18-2025

1. Call to Order:
 At: 6:00 P.M.

2. Roll Call: *Director Sangster, Director Beatty, Director Davis* Absent: *Director Smiley*

Moment of silence for the late Director John Green.

General Manager Kelly Dodds and Director Sangster called a moment of silence.

3. Approval of Regular Meeting Agenda:

Motion By: Brendin Beatty

Second By: Owen Davis

Motion: To Approve

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

4. Pledge of Allegiance:
 Lead by Director Davis

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

Director Sangster spoke about the passing of Director Green and how he was a proponent of doing things that benefited the community of San Miguel, and that late Director Green took a lot of flack in the boardroom and on social media. Director Sangster spoke about Mrs. Gregory calling his hospital to confirm that he was actually in the hospital and feels that it was disrespectful and disgusting. Director Sangster explained that he felt that it was a violation of late Director Green's privacy, rather than taking the word of man. Director Sangster voiced that he feels that there is an us versus them mentality going on, and that he is here to do what he thinks is best for the community and is hoping to move forward from that.

6. **Special Presentations/Public Hearings/Other:**

1. **Waive First Reading, Read by Title Only, and Introduce and An Ordinance of the San Miguel Community Services District Board of Directors Amending the San Miguel Community Services District Fire Code to Prohibit the Use or Sale of Fireworks. (Approve by 3/5 vote)(Pg. 6-10)**

Waive First Reading, Read by Title Only, and Introduce and An Ordinance of the San Miguel Community Services District Board of Directors Amending the San Miguel Community Services District Fire Code to Prohibit the Use or Sale of Fireworks.

Item presented by Deputy General Counsel Pritchard explaining that this is the 1st reading, read by title only to amend the San Miguel CSD 2023 Fire Code to prohibit the use and sales of Fireworks within the San Miguel boundaries. It was explained that since the 2023 Fire Code was passed that current Board Members have expressed an interest in revoking the Safe and Sane Fireworks authorization due to fire hazards, safety and noise concerns. Specifically Director Green and Sangster requested that an Ordinance be placed on the agenda prohibiting the sale, distribution, or possession of Safe and Sane Fireworks within the District boundaries. It was explained that the proposed ordinance does allow exceptions for professional public fireworks displays with a valid permit, which are generally issued by the County. Discussion on Firework Fees collected for clean up and staffing cost, and how they reduce emergency response costs ensued. It was explained that the reallocation of Safe and Sane Fireworks will not necessarily end illegal fireworks within the District. Deputy General Counsel explained that if approved this item will need to come back in January for a second reading.

Director Sangster opened the Public Comment for Public Hearing

Public Comment: Louis Linney, Vice President TNT Fireworks, spoke about Safe and Sane Fireworks and what he feels the District could do about the illegal fireworks. Mr. Linney discussed what Atascadero and Templeton are doing and asked the Board not to pass this amendment.

Logan Lewis a San Miguel Firefighter spoke about being able to attend the Allen Hancock Fire Academy because of a sponsorship from the San Miguel Firefighters Association (SMFA). The funds for his sponsorship were provided by the fundraising of Safe and Sane fireworks sales by the SMFA.

Gregory Campbell a San Miguel resident spoke about his tenure as a San Miguel CSD Board member and spoke about how he feels that Fireworks have outlived their usefulness in San Miguel.

Jenny Nickett a San Miguel resident spoke about the joy Safe and Sane fireworks brings to the families in San Miguel, and that the illegal fireworks are the real problem.

Caleb Reese a San Miguel Firefighter spoke about the benefits of selling Safe and Sane fireworks, the scholarships, the donations to Alisa Ann Ruch Burn Foundation, Parades, Blood Drives, and how the SMFA can providing mobile scooters to San Miguel residents in need.

Miguel Mincitar a San Miguel Firefighter spoke about using funds from the sale of Safe and Sane fireworks to be able to attend the Allen Hancock Fire Academy and explained that he would not have been able to do that without the sponsorship from the SMFA. Mr. Mincitar also spoke about being able to give back to the community of San Miguel, now that he has graduated and asked that the sales of Safe and Sane fireworks continue.

Tammy Tackett a San Miguel resident spoke about how the Safe and Sane firework sales are done right, and once they are purchased, they are required to go over a waiver on the

safe use and sign it. The community comes together, and it brings joy to the families.

Ethan Arebalo a San Miguel resident and San Miguel Firefighter spoke about seeing firsthand as a kid the joy the sales of Safe and Sane fireworks give. Speaking specifically about the Mission Heights area as those families all come together to shut down any illegal fireworks in that area. Ethan Arebalo also explained that the funds paid to the District are used to staff the Fire Department during the Forth of July, and how with that staffing the Fire Department is able to confiscate dangerous illegal fireworks.

Director Sangster asked if any Staff would like to respond, or clarify any statements made in public comment.

Deputy General Counsel Pritchard asked to make a clarification, and if the Board directs her, she could have a conversation with TNT legal counsel on what authority they think Community Services Districts (CSD) have. Deputy General Counsel Pritchard explained that she has researched and discussed this on several occasions; explaining that CSD's are not the same as Fire Districts. Fire Districts operate under an entire legislative act dedicated to them, which does provide them with policing powers. The Constitution of California provides counties and cities with police power, and counties delegate the power that CSD's have and unless the county delegates their police power to the District, then the District cannot exercise that power.

Director Sangster asked again for any public comment and closed the Public Comment for the Public Hearing.

Board Comment: Director Beatty explained that he has lived in San Miguel since 2019, and how he and his family of young children enjoy the Safe and Sane fireworks. Director Beatty spoke about the community coming together as "neighbors" on the Forth of July, and the joy that the District should not take away from this community. Director Beatty feels that Safe and Sane fireworks have been great for the community and would like to try and figure out a way to keep the Safe and Sane fireworks and work towards some kind of community outreach to say your mortars are not welcome here.

Director Davis explained that he has lived in San Miguel for over twenty years, and illegal fireworks are not just on the Forth of July. Director Davis also stated that the community of San Miguel has had dogs run off and that there is a lot of veterans with PTSD in the community and they do not need to be hearing all these fireworks go off. Director Davis feels that fireworks are a safety hazard to the community and all fireworks should be banned completely. Director Davis explained that in his opinion Safe and Sane fireworks are an incentive for people to bring illegal ones into the community, and with a ban on all fireworks it would be easy catch people. Director Davis asked how much money is made by the SMFA selling fireworks.

Director Sangster explained that he appreciated everyone coming and providing comments and feedback on this issue. Director Sangster said that he sees both sides of it and can appreciate all the things that the Association does with the funds that are derived from the sales. Director Sangster asked if selling fireworks was the only revenue stream for the SMFA and gave his opinion that there are other ways the SMFA could generate revenue. Director Sangster also stated that he understood the benefits to having Safe and Sane fireworks, and that when he was a kid his community had those barbecues and fireworks; but soon after they banned all fireworks. Director Sangster explained that more than one person including current Board Members have expressed that fireworks are a safety issue, but the greater obstacles are illegal fireworks, and no one is offered a viable solution or even ideas on how to prevent illegal fireworks. Discussion ensued.

Fire Chief Scott Young spoke about past efforts and how the Fire Department would peacefully interact with people who have illegal fireworks and confiscate the illegal fireworks. Fire Chief Scott Young explained that he felt that past intervention worked, and

showed the Board that they had taken hundreds of launcher and illegal Fireworks off the streets. It was explained that the Fire Department interacts with the public and are helping take illegal fireworks off the streets until last year when someone on social media posted that the Fire Department has no authority. The result of such posts put the San Miguel Fire Department and community at risk, with the Fire Department not being legally able to confiscate illegal fireworks. Discussion ensued about the Sheriffs Department, and how the fees that are collected from the sale of Safe and Sane fireworks are used for staffing.

Public Comment: Gregory Campbell spoke out from his seat asking the SMCSD Deputy General Counsel if the San Miguel Fire Department have any enforcement of the law.

Deputy General Counsel asked Director Sangster if he would like her to answer Mr. Campbell. Director Sangster agreed.

Deputy General Counsel asked clarifying questions and explained that the Fire Department does not have seizure or fining powers.

Mr. Campbell asked if the Fire Department does that and someone gets injured, are they liable. Deputy General Counsel explained that there will not be a public discussion on the District's potential liability.

Board Comment: Director Sangster thanked Fire Chief Scott Young for his feedback and asked about Templeton Fire Department.

Fire Chief Scott Young explained that Templeton CSD Fire Department voted 5-0 to continue Safe and Sane fireworks, and Chief Peterson is working on mitigation measures. Fire Chief Scott Young asked why this was to amend the 2023 Fire Code and Discussion ensued on the 2025 Fire Code.

Director Davis explained that the proposed ordinance states that any fireworks within the District will be illegal, and that it would make it easier to see where the illegal fireworks go off. Discussion ensued on the responsibility of property owners and if it would make it easier to fine them for that use of illegal fireworks.

Deputy General Counsel Pritchard explained that the District does not have the ability to fine properties for the use of fireworks but the change proposed would prohibit all fireworks.

Director Sangster asked for clarification, asking if there was a standing fine that exists today for fireworks and if he was correct that illegal fireworks are illegal across the state of California.

Deputy General Counsel explained that that the County of San Luis Obispo has their County code that prohibits illegal fireworks and has a fine associated with that. Anyone can report that to the County and the County can enforce and fine for that. Deputy General Counsel explained that a solution may be to try to work more closely with the County to get them to focus more on this jurisdiction. Discussion ensued about working with the County.

Consensus of the Board is to bring forward the 2025 Fire Code

Motion By: Owen Davis

Second By: Ashley Sangster

Motion: To Approve Ordinance 02-2025 (Failed)

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

2. Annual election of Board President and Vice President for calendar year 2026.

(Discuss and appoint president and vice president) (Pg. 11)

Nominate and Elect Board of Director Officers for calendar year 2026:

A.1. President

A.2 Vice-President

Voice vote of 3/5 for President and Vice President respectively

Item presented by General Manager Kelly Dodds explained that this can be tabled to wait for a full Board or make nominations as is.

Consensus of the Board is to move forward as it is.

President: Director Davis nominated Director Sangster for Board President for 2026

General Manager Kelly Dodds asked Director Sangster if he was willing to accept the nomination. Director Sangster accepted.

Public Comment: Jenny Nickett a San Miguel resident spoke about having a full Board.

Board Comment: Director Beatty spoke about not having a full Board, but Director Sangster has done the job and would like to move forward.

Director Sangster explained that regardless of who is Board President, there needs to be some leadership. There needs to be direction so the Board can move forward, and it is hard to say when the Board will be full.

Vice President:

Director Davis nominated Director Beatty for Board Vice President for 2026

General Manager Kelly Dodds asked Director Beatty if he was willing to accept the nomination. Director Beatty accepted.

Board Comment: Director Davis asked if they had to vote for a Vice president tonight? Deputy General Counsel explained that they could wait for a full Board if needed.

Public Comment: None

Motion By: Owen Davis

Second By: Brendin Beatty

Motion: To Confirm Director Sangster as Board President for 2026

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

Motion By: Owen Davis

Second By: Brendin Beatty

Motion: To Confirm Director Beatty as SMCS D Board Vice President for 2026

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

7. Non- District Reports:

1. San Luis Obispo County Organizations

Verbal/Report
None

2. Community Service Organizations

Verbal
None

3. Camp Roberts—Army National Guard

Verbal
None

8. Staff & Committee Reports - Receive & File:

1. General Manager (Pg. 12-13)

Receive report

Item was submitted as written and General Manager Kelly Dodds updated the Board of Directors that Senate Bill 852, signed into law in October 2025, includes amendments to the Political Reform Act that affects how certain public officials file their Statement of Economic Interests (Form 700). Specifically, Section 18700.3(b) now requires electronic filing through the Fair Political Practices Commission (FPPC) for officials who manage public investments.

Board Comment: Director Davis asked when these were due. Board Clerk Tamara Parent clarified that they are due annually by April 1st.

Public Comment: None

2. District Counsel

Receive verbal report
Nothing to report

Board Comment: None

Public Comment: None

3. District Utilities (Pg. 14-16)

Receive and file

Item was submitted as written by General Manager Kelly Dodds

Board Comment: None

Public Comment: None

4. Fire Chief Report (Pg. 17-29)

Receive and File

Item was submitted as written by Fire Chief Scott Young

Board Comment: Director Davis asked how much was made by the San Miguel Firefighters Association (SMFA) selling Safe and Sane Firework. Fire Chief Scott Young explained again that, that is a question for the SMFA.

Public Comment: None

9. Consent Calendar:

Board Comment: Director Davis pulled item 9.2 for discussion. Director Sangster pulled item 9.9 for summary

Public Comment: None

Motion By: Owen Davis

Second By: Brendin Beatty

Motion: To Approve Item 9.1, 9.3, 9.4, 9.5, 9.6, 9.7, 9.8

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

- 1. 10-23-2025 Draft San Miguel CSD Board of Directors REGULAR meeting minutes (approve by 3/5 vote)(Pg. 30-37)**
Receive and file

- 2. 11-20-2025 Draft San Miguel CSD Board of Directors regular meeting minutes (approve by 3/5 vote)(Pg. 38-49)**
Receive and file

Board Comment: Director Davis asked why Director Green was not able to vote at the last meeting he was teleconferencing in on. Deputy General Counsel Pritchard explained that because there was not a quorum of Directors within the jurisdictional boundaries of the San Miguel Community Service District, there could be not action.

Public Comment: None

Motion By: Owen Davis

Second By: Brendin Beatty

Motion: To Approve

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

- 3. Authorize the San Miguel Fire Department, in partnership with the San Miguel Firefighters Association, to host Santa Clause at the San Miguel Fire Station (Approve by 3/5 Vote) (Pg. 50-52)**

Approve the San Miguel Fire Department(SMFD), in partnership with the San Miguel Firefighters Association (SMFA), to host Santa Clause at the San Miguel Fire Station.

- 4. Authorize the Fire Chief to administer and execute an Office of Traffic Safety (OTS) Grant for \$12,600 including associated budget adjustments - Resolution 2025-45 (Approve by 3/5 vote) (Pg. 53-88)**

Approve RESOLUTION 2025-45 authorizing the Fire Chief to accept and execute the Office of Traffic Safety (OTS) grant award in the amount of \$12,600.00 (including related budget adjustments) for the purchase of Auto Extrication equipment and digital alerting technology equipment as described and approved within the grant application.

5. 2025 Volunteer Fire Assistance Grant (VFA) acceptance by RESOLUTION 2025-46 (Approve by 3/5 vote) (Pg. 89-100)

Approve RESOLUTION 2025-46 authorizing the Fire Chief to accept and administer the 2025 Volunteer Fire Assistance Grant (VFA) award agreement number 7FG25101 from Cal Fire in matching grant funding in the amount of \$14,826.28 for the purchase of equipment as described and approved within the grant application.

Total purchases shall not exceed: \$29,652.56

6. Authorize the General Manager to act as authorized representative for Water Recycling Funding Program Grant (WRFP) planning grant to evaluate and recommend potential uses of recycled water within the community of San Miguel by RESOLUTION 2025-43. (Approve by 3/5 vote) (Pg. 101-103)

Approve RESOLUTION 2025-43 authorizing the General Manager, Kelly Dodds to act as authorized representative for Water Recycling Funding Program Grant (WRFP) planning grant to evaluate and recommend potential uses of recycled water within the community of San Miguel.

7. Release request for proposal

Authorize the General Manager release a Request for Proposals (RFP) for removal and dewatering of biosolids from the Machado Wastewater Treatment Facility treatment ponds. (Approve by 3/5 vote) (Pg. 104-105)

Authorize the General Manager to release a Request for Proposal (RFP) for removal and dewatering of biosolids (sludge) from the Machado Wastewater Treatment Facility treatment ponds

8. Release request for proposal

San Lawrence Terrace Booster Pump Station Design (Approve by 3/5 vote) (Pg. 106-126)

Authorize the General Manager to release a Request for Proposals (RFP) for the San Lawrence Terrace Booster Pump Station Design

9. Review and approve the 2025 Update and Audit to the District Sewer System Management Plan (SSMP) by RESOLUTION 2025-44 (Approve by 3/5 Vote) (Pg. 127-191)

Review and adopt the 2025 Sanitary Sewer Management Plan (SSMP) update and the audit of the current SSMP.

Item was presented by General Manager Kelly Dodds explaining that this item is to review and approve the 2025 update and audit for the District Sewer System Management Plan (SSMP). The SSMP is required under the agreement with the State. The SSMP provides an overview of what the District would do in an emergency, and what the Districts collection system is like.

Board Comment: Director Sangster asked if it is something that the District maintains, and/or is it something that is filed with the State or County? General Manager Kelly Dodds explained that it is a program/plan for the District to maintain and it is required to be updated regularly. Audits are required every two years, and updates are required every five years, these are uploaded to the State site for sewer collection systems. Discussion ensued. Director Davis asked if Fluid Resource Management (FRM) was involved in this plan. General Manager Kelly Dodds explained that FRM had input, and they reviewed the plan

as well as our District engineers.

Public Comment: None

Motion By: Brendin Beatty

Second By: Owen Davis

Motion: To Approve Resolution 2025-44

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

10. Board Action Items:

1. Adoption of San Miguel CSD Board of Director regular meeting dates for calendar year 2026 by RESOLUTION 2025-47 (Pg. 192-194)

Review and approve RESOLUTION 2025-47 establishing regular board meeting dates for calendar year 2026

Item presented by General Manager Kelly Dodds, explaining that Exhibit A are proposed dates for 2026; 4th Thursday at 6PM, with November and December dates are being moved out a week due to Christmas and Thanksgiving.

Board Comment: None

Public Comment: None

Motion By: Brendin Beatty

Second By: Ashley Sangster

Motion: To Approve Resolution 2025-47

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

2. Monthly claim detail and investment reports for October 2025 (Recommend receive and file claim detail and investment report by 3/5 vote) (Pg. 195-234)

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

Review, Receive and File the attached claim detail and investment reports.

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

Item was presented by General Manager Kelly Dodds submitting reports as written and recommending the Board receive and file the Claims Detail and Investment reports for October 2025.

Board Comment: Director Davis asked District Counsel when the Steinbeck litigation

would be ending. Deputy General Counsel Pritchard explained that the trial is scheduled for August 2026, and was pushed out because of a request from the plaintiffs counsel. Discussion ensued on financials and disclosure.

Public Comment: None

Consensus of the Board is to Receive and File October 2025 Claims Detail Report and Investment report.

- 3. Monthly claim detail and investment reports for November 2025 (Recommend receive and file claim detail and investment report by Board consensus) (Pg. 235-274)**
When ancillary reports are provided they are for reference only and are subject to change.

Review, Receive and File the attached claim detail and investment reports.

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

Item was presented by General Manager Kelly Dodds submitting reports as written and recommending the Board receive and file the Claims Detail and Investment reports for November 2025.

Board Comment: None

Public Comment: None

Consensus of the Board is to Receive and File November 2025 Claims Detail Report and Investment report.

- 4. Declaration of Board Member vacancy and vote to proceed with appointment or special election to fill the vacancy. (Approve by 3/5 vote) (Pg. 275-282)**

Declare that a Board seat became vacant, effective November 24, 2025, and either:

(1)

- Vote by a majority (3/4) to fill the vacancy by appointment and
- Direct staff to proceed with posting a notice of vacancy with January 12, 2026, at 5:00 p.m. as the closing date for the receipt of applications; and
- Schedule applicants for interviews at the January 22, 2026 regular Board meeting

OR

(2) call a special election to be held on June 2, 2026.

Item was presented by Deputy General Counsel Pritchard providing information on a time frame and discussion on all of the options for filling the vacancy. The Board can elect to appoint or call a special election for June 2nd, and the requirements are that the person has to reside within the District boundaries and be a registered voter.

Board Comment: Director Sangster explained that he did not want the District to pay for the cost of a special election, and did not want to see the seat vacant for the next six months.

Discussion ensued on term and process.

Director Davis explained that he was in favor of appointing someone.

Public Comment: Jenny Nickett a San Miguel resident asked for clarification on the requirements.

Motion By: Ashley Sangster

Second By: Owen Davis

Motion: To Approve declaring a vacancy, and fill role by appointment

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

5. Authorize the General Manager to contract with Awalt Engineering for repairs to Well 3, installation of a Variable Frequency Drive (VFD) at Well 3 and associated budget adjustment up to \$26,000 by RESOLUTION 2025-49 (Approve by 3/5 vote) (Pg. 283-284)

Review and approve the proposed resolution authorizing the General Manager to execute a contract for Well 3 repair and installation of a variable frequency drive and authorize a budget adjustment to the Fiscal year 2025-26 budget.

Item was presented by General Manager Kelly Dodds explaining that this item is to authorize the General Manager to contract with Awalt & Sons for the repairs and installation of a Variable Frequency Drive (VFD). It was explained that Well 3 was originally constructed in the early 1950s and that this well site has had significant repairs over the years, including re-casing the well, replacing the pump and column as well as replacing pump controls. This Well has begun to again show signs of failure. In order to confirm the cause of the failure the well pump will need to be pulled and inspected. In order to reduce the likely impact of repeated starts and stops and to increase the life of all the well components a Variable Frequency Drive (VFD) is proposed to be installed at this site. This is in line with the long-term plan for all District wells and what has already been implemented at the other two production wells.

Board Comment: Director Sangster asked about the funding. General Manager Kelly Dodds explained that the funds would be coming from the General Operations fund. Discussion ensued about what a VFD was and how the VFD would work.

Director Beatty asked about the well depth. General Manager Kelly Dodds explained that Well 3 is 300'.

Director Davis asked clarifying questions about where Well 3 was located, and what the cost included. General Manager explained the proposal covers pulling the pump out, replacing the foot valve, putting the pump back in, and installing the VFD.

Public Comment: None

Motion By: Brendin Beatty

Second By: Ashley Sangster

Motion: To Approve Resolution 2025-49

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

6. Tabled from 10/23/2025 Board meeting

Authorize the General Manager to execute a Not to Exceed, Time and Material Contract with Water System Consulting (WSC) for program management support through permitting and construction phases of the Expansion and Upgrade of the Machado WWTF by RESOLUTION 2025-41 (Approve by 3/5 vote) (Pg. 285-290)

Authorize the General Manager to execute a Time and Material contract with Water System Consulting for program management support services through construction.

Item was presented by General Manager Kelly Dodds explaining that this item was asked to be brought back for more information on the original contract. It was clarified that this is an additional project for permitting and construction assistance for the wastewater treatment plant (WWTF) expansion and upgrade. General Manager Kelly Dodds updated the Board that the original contract was for \$273,135 and was from the last four years.

Board Comment: Director Sangster asked how this was being funded. General Manager Kelly Dodds explained that initially it would be coming out of Operational Cash, but as discussed in October, this is part of the planning grant and construction grant, and is reimbursable.

Director Davis spoke about signing checks for WSC and asked if any of those were for this. General Manager Kelly Dodds clarified that WSC is working on a few projects for the District but no checks for this particular project.

Public Comment: Gregory Campbell a San Miguel resident asked if this was a time and material contract and asked about bidding it out.

Board Comment: Director Sangster clarified that this was an additional scope contract. General Manager Kelly Dodds explained that Director Sangster was correct that this is an additional scope in an existing agreement, but this is also a do not to exceed. It was explained that with a time and materials agreement, we are able to control the overall cost whereas a bid we would just be paying what that bid is, even if it is more. Discussion on the five tasks ensued.

Public Comment: None

Consensus of the Board is to continue this item with at least a four-member Board.

Motion By: Brendin Beatty

Second By: Ashley Sangster

Motion: To Approve Resolution 2025-41 (Failed)

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

7. Review and approve contract amendments, # 7 and #8, with Wallace Group for additional work related to the separation and preparation of separate construction documents, bid phase support, and support during construction for 1) The installation and connection of the switchgear purchased under separate board action and 2) Construction of perimeter fencing around the Machado WWTF expansion parcel. (Approve by 3/5 vote) (Pg. 291-300)

It is recommended that after review and discussion that the Board approve, by 3/5 vote of the Board, and authorize the General Manager to execute, contract amendments # 7 and #8 with Wallace Group Inc for the preparation of construction documents, bid phase support,

and support during construction for; 1) The installation and connection of the switchgear purchased under separate board action and 2) Construction of perimeter fencing around the Machado WWTF expansion parcel.

Item was presented by General Manager Kelly Dodds explaining this is additional work from the original contract, and is separated out to meet the NEM 2.0 deadline. This item would authorize the General Manager to execute contract amendments # 7 and #8 with Wallace Group Inc. for the preparation of construction documents, bid phase support, and support during construction for; 1) The installation and connection of the switchgear purchased under separate board action and 2) Construction of perimeter fencing around the Machado WWTF expansion parcel. Contract amendment #7 Switchgear installation (\$21,600) and Contract amendment #8 Perimeter fencing (\$9,735), with both being a not to exceed.

Board Comment: Director Sangster asked if the cost of the Switchgear installation would be recovered through the solar company? General Manager Kelly Dodds explained that these costs are not covered by the solar company. Discussion ensued about what kind of fencing and how much it would cost. General Manager Kelly Dodds clarified that the fencing is less critical but would consist of around half mile of fencing, and could look into doing it in house, or sending out a Request for Proposal (RFP)

Director Sangster provided input about having an RFP, with drawings provided by the installer. General Manager Kelly Dodds explained that if the District goes that route, there will still be a minor cost to incorporate the drawings back into the master set for the treatment plant upgrade.

Director Davis explained that he liked that idea and asked for clarification on the property that would be fenced in.

Public Comment: Gregory Campbell a San Miguel resident spoke about the fencing being bundled with the solar and thanked Director Sangster for his comments.

Motion By: Ashley Sangster

Second By: Owen Davis

Motion: To Approve approve amendment #7, not amendment #8 (RFP back to the Board for #8)

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

8. **Authorize the General Manager to contract with Geo Solutions in an amount not to exceed \$11,920 for soils engineering and boring work, and SWCA in an amount not to exceed \$32,274 for environmental work, related tot he SLT Booster Station design and Tank site with related budget adjustment by RESOLUITON 2025-50 (Approve by 3/5 Vote) (Pg. 301-314)**

Discuss and authorize the General Manager to execute contracts with Geo Solutions and SWCA for work related to the design of the proposed SLT Tanks and Booster station.

Including authorization of related budget adjustment by Resolution.

Item presented by General Manager Kelly Dodds explaining that this item would authorize the General Manager to approve contracts with Geo Solutions and SWCA. This would be for reports related to the design and proposed San Lawrence Terrace (SLT) Booster Pump

Station, it was explained that the work would encompass both the Booster Pump Station and the Tank Sites. The Geotechnical work and the environmental work will be pertinent to those designs, and both would be needed for the tank site once funding is available.

General Manager Kelly Dodds explained that the contract with SWCA is for the maximum amount, although it is anticipated to be less and provided information on reports that are needed.

Board Comment: Director Davis explained that he can't see spending money on environmental work for a proposed tank on Power Road. General Manager Kelly Dodds explained that environmental work is necessary for the Booster Pump Station at the bottom of the hill and would also be required for any future tanks at the top of the hill. It was explained that it can either be done once and encompass the whole property, or we do it twice.

Director Davis asked clarifying questions on where the Booster Pump Station is going and voiced his disappointment on how long it is taking for the sewer treatment upgrade.

Director Davis explained that he is not in favor of doing an environmental impact study on something that may or may not be done and would like to wait for a better plan. Director Davis explained that it has never made any sense to him where we are putting the Booster Pump and Tank, expressing that the District spends a lot of money and nothing gets done.

General Manager Kelly Dodds explained that geotechnical work and environmental work is required to develop any plans, and discussion ensued on why they are required.

Director Sangster asked what the target date was to upgrade the Booster Station. General Manager Kelly Dodds explained that Consent Item 9.8 that was just approved was to authorize the General Manager to put out a request for proposal (RFP) for the San Lawrence Terrace Booster Pump Station Design. Assuming that pricing comes back and the Board is willing to do the design in 2026, it hopefully can be done by the end of 2026. Discussion ensued on funding grants for construction, and proposed housing developments. Director Sangster asked if there was an approximate cost for this project, and how long this information would be viable. General Manager Kelly Dodds explained that the original estimate for two Tanks, Booster Station and four blocks of water line repair was estimated at Four Million. The Geotechnical work and environmental work is good for the foreseeable future. Discussion ensued on required studies and developments.

Director Beatty asked how many houses on the SLT would be using the Booster Pump. General Manager Kelly Dodds explained that there are 98 homes that are on the Terrace that would be benefiting if it was build today, and would have the capacity to have 150-200 more homes, not including the airport property. It was explained that there are areas that would not have any water pressure if they were built today.

Public Comment: None

Board Comment: Director Davis motioned to table, for more information and would like to get some more ideas on whether this is the right place to put these. General Manager Kelly Dodds explained that the District paid to have a alternatives analysis done that provided four different locations and this location is the most operationally effective and least costly. General Manager Kelly Dodds asked if Director Davis was asking if he wanted to table the item until he could review the alternatives analysis and explained that he has provided it to Director Davis several times; asking to meeting to discuss.

Motion By: Owen Davis

Second By: Ashley Sangster

Motion: To Table to January 2026, for more information review on the alternatives analysis

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

9. Continued from 11/20/2025 Board meeting

Discussion on District administrative office space and potential alternatives to relocate the offices away from the Machado Wastewater Treatment Facility for administrative staff. (Approve by 3/5 vote) (Pg. 315-319)

Requested by Directors Green and Davis 2/27/2025 and 6/26/2025

It is recommended that the Board discuss the potential options for one to the following;

1) Approve option to relocate administrative staff to 1271 Mission Street. Authorize the General Manager to negotiate a lease and modular purchase on behalf of the District and bring back appropriate resolution and associated budget adjustments at future meeting.

OR

2) Approve option to relocate administrative staff to the fire station. Authorize the General Manager and Fire Chief to solicit contracts for proposed modifications and modular purchase and bring back appropriate resolution and associated budget adjustment at future meeting.

OR

3) Direct the General Manager to maintain the existing office space at the treatment plant extending current modular lease or with purchase of existing modular (purchase of modular will require resolution approval at future meeting).

OR

4) Reject all above options and provide further direction to staff.

Item was presented by General Manager Kelly Dodds explaining that it was requested by the Board to bring back two options, 1271 Mission Street and 1150 Mission Street. It was explained that two other options were also provided, maintaining the office at the WWTF, and purchasing existing office trailer at the WWTF. The Board can reject all the options, or provide direction. General Manager Kelly Dodds clarified that the report has estimated costs and time frame for both options. General Manager Kelly Dodds went over the cost associated with the options and was looking for Board direction.

Board Comment: Director Davis commented that the Fire Station has been used for years and does not see why it would cost \$140,000 to move back into the Fire Station. General Manager Kelly Dodds explained that the District had offices at the Fire Station but that it was an ineffective situation and discussed what rooms had been removed from the Fire Station. It was explained that the Fire Chief and Fire Department staff are currently at that location, and that at the last meeting there was discussion on the Fire Staff moving into the Temporary Housing Unit (THU). Discussion on ADA accessibility ensued.

Director Davis explained that he is in favor of moving the District office to 1271 Mission Street and getting rid of the office trailer at the WWTF due to safety hazards and would like the General Manager to move into a construction trailer.

General Manager Kelly Dodds explained that if the District Office needs to move, then 1271 Mission Street was the best option, but explained that his long term stance has always

been that the District should own the building that we move into to limit our long-term costs with rent. Discussion ensued.

Director Beatty explained that he understands Director Davis's concerns but does not know of any complaints and there are houses closer than the office trailer. The staff time to try to relocate them to another facility is just costing money and feels that it is not a problem and the office staff should stay where they are. Director Beatty asked if there has been any complaints from staff or any community members about the location. General Manager Kelly Dodds explained that there have not been any complaints about the physical location but that he has had Mr. Campbell express that he does not appreciate the office being at that location, and every few years we get a complaint about a smell. It was clarified that the District is working towards improving the WWTF with a more efficient process that would reduce the odor of the treatment. Discussion ensued on the purpose of relocating the District office.

Director Sangster explained that he was not the only community member opposed to moving the District Office from downtown. Explaining that the biggest message from this Board was that having the office accessible in the downtown location was the direction that this current Board wanted to go. Director Sangster explained that he feels that it was why Director Davis and Director Green wanted to explore these options.

General Manager Kelly Dodds explained that he is not opposed to moving to Mission Street but talking with staff they are not in favor of moving due to the location next to the bar.

Public Comment: Gregory Campbell a San Miguel resident asked the Board for permission to speak after a decision was made. Director Sangster agreed to the request.

Tammy Tackett a San Miguel resident spoke about the District owning the property at the WWTF and feels that Utilities and Fire should be kept separated. It was asked who owned the 1271 Mission building and that she was in favor of purchasing something.

Written Public Comment: Letter from SEIU was read aloud by General Manager Kelly Dodds. Letter spoke of the represented employees and SEIU 620 concerns and that the employees are not in favor of moving to 1271 Mission Street or back to the Fire Department.

Deputy General Counsel asked if the Board would like the staff to focus on the details and cost of moving to 1271 Mission Street and bring back that information.

Board Comment: Director Sangster explained that he would like to add direction to staff to find out what it would cost to purchase the existing trailer. Discussion ensued on negotiations, cost and construction.

Director Beatty explained that he is in favor of keeping the office and location as is.

Deputy General Counsel explained that there is no action happening right now, there is just more information being requested by two Directors.

Consensus of the Board is to find out cost for purchasing existing trailer and additional cost information for 1271 Mission Street, and to bring back to the January meeting for possible action.

After direction Public Comment: Gregory Campbell a San Miguel resident spoke about the Board looking at structuring their direction to staff a little tighter so that they are getting clear answers. Mr. Campbell also spoke about sending out a comment card to the community about the location.

Raynette Gregory-Martines a San Miguel resident asked that the Board look at who owns 1271 Mission Street, and who would be benefiting from this lease.

10. Continuation of 9/25/2025 Board Meeting

Discussion on proposed District Facility Use Policy RESOLUTION 2025-40 (Provide

direction to staff or approve by 3/5 vote) (Pg. 320-331)

Requested by Director Green, Sangster & Davis

Review, discuss, and provide direction to staff regarding revision or adoption of a District Facility Use Policy

Item presented by Deputy General Counsel Pritchard, explaining that she has added a couple provisions that were requested by Director Sangster. The redline is attached for review and explained that this is a cost recovery mechanism which is separate from the security deposit, and add a waiver of segregation as requested. The proposed policy dictates use of the District's properties.

Board Comment: Director Davis asked about the signage on Mission Street and 11th. Deputy General Counsel explained that the property and sign is not owned by the District and is not included in the policy. Discussion ensued.

Fire Chief Scott Young explained that the signage is on the Keller property, and not on the County easement. Deputy General Counsel explained that the sign was there before the District leased the property and is not part of the lease agreement. Discussion ensued on the history of the signage.

Public Comment: None

Motion By: Ashley Sangster

Second By: Brendin Beatty

Motion: To Approve Resolution 2025-40

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

11. Continued from 11/20/2025 Board meeting

Provide direction on the installation and use of a red light outside the Temporary Housing Unit (THU). (Provide direction by 3/5 vote) (Pg. 332)

Requested by Director Green and Davis at September 2025 Board meeting

Provide direction for the installation and policy for use of a red light on the exterior of the Temporary Housing Unit.

Item was presented by Fire Chief Scott Young whom read the staff report, and explaining that the THU has no public access, and any person(s) who are in need of Medical or Fire assistance are directed to call 911 for immediate response. Additionally, a red light is generally a traditional decorative feature rather than a notification device. Fire Chief Scott Young discussed the fiscal impact and what the options are.

Board Comment: Director Davis asked about the lighting on the stairs and asked who the electrician was. Director Davis explained that he is just asking for a switch to be put in where there is an existing light at the THU.

Fire Chief Scott Young explained that it is not that simple and as the staff report explains that if you change out the existing light bulb with a red light, then you are just decreasing the level of illumination on the stair landing. Decreasing the lighting is a hazard and suggested that if a red light is needed then it needs to be separate from the light that illuminates the stairs.

Director Davis explained that he feels that it is simple, there is an existing light there and it's got a switch that can be turned on and off with the switch inside the door. Director

Davis said that he wants the Firefighters to turn on the red light when someone is there and turn it off when they leave for both the Fire station and the THU.

Discussion ensued on what the purpose would be since the THU has no public access, and that people need to call 911 for an immediate response.

Fire Chief Scott Young explained that the existing decorative light at the Fire Station is just on a photocell, and does not have an off and on switch. The light can have the red lens removed if the Board would like it to be just a white light and explained again that the red light was just a decorative feature.

Director Sangster explained that there is a desire by the Board to have a red light on the THU, and that there is a red light at the existing Fire Station and would like one to be on the THU building as well.

Director Beatty explained that there is a red light at the current Fire Station, and people in the community know that it is a Fire Station. The THU is not known by everyone, that it houses Fire personnel and Sheriff. Director Beatty stated that the light on the THU is a porch light, and when the Firefighters go on a call they open the door and shoot down those stairs to get into the engine bay, and feels that installing a second light would be more appropriate.

Director Sangster agreed.

Public Comment: Tammy Tackett a San Miguel resident spoke about why none of the public need to know that there is someone there, in an emergency they need to call 911.

Raynette Gregory-Martines a San Miguel resident spoke about how much time has been wasted on discussing this, and that the public does not pay any attention to this "red light" and they have not asked the Board for this.

Jenny Nickett a San Miguel resident spoke about being worried for the personal safety of law enforcement and public safety officials due to the political nature of ongoing attacks of people in uniform. Mrs. Nickett also spoke about having a green light, or blue light depending on who is there.

Deputy General Counsel clarified that if the Board wants to direct that staff is required to turn the light on and off, there will need to be a formal resolution and policy to implement that. There would also need to be clarification and if the purpose is to invite the public, the District would potentially need to retrofit it for ADA access. Discussion ensued.

Board Comment: Director Sangster explained that his direction would be to add a separate red light, on a photocell at the THU, no policy, no inviting the public. Fire Chief Scott Young agreed, and thought that it was a great idea and would bring back an action item with the specific expenditure amounts.

Consensus of the Board is to bring back expenditure to install a red light on a photocell on the West entrance to the THU.

11. Board Comment:

Director Davis stated that he still think that if it is on photocell and it is off during day, the Firefighters should be able to turn it on and off.

12. Adjourn to Closed Session/Closed Session Agenda:

Public Comment: None

Staff Comment: Fire Chief Scott Young asked that there be at least four Directors, before the review proceeds.

Consensus of the Board is to move Closed Session item 12.1 to next meeting

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code, § 54957(b)(1)) Title:

Fire Chief
Discussion

2. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code, § 54956.8)**
Property: Assessor's Parcel Numbers 027-420-016

Agency Negotiator: Kelly Dodds
Negotiating Parties: Tannahill Ranch II LLC
Under Negotiation: Price and terms of payment for real property purchase
Discussion

13. **Report out of Closed Session:**
Nothing to report

14. **Adjournment to Next Regular Meeting:**

At: 9:58 PM

As per Chapter 10.9 of the SMCSD Board Member Handbook, meeting minutes reflect actions taken and are not a complete record. Please visit the SMCSD website:

<https://www.youtube.com/@sanmiguelcspd/playlists> to view full recordings of meetings.

**Board of Directors
Staff Report**

January 22, 2026

AGENDA ITEM: 9.2

SUBJECT: 2025 Volunteer Fire Assistance Grant (VFC) acceptance by RESOLUTION 2026-XX
(Approve by 3/5 vote) (Pg. 91-93)

SUGGESTED ACTION: Approve RESOLUTION 2026-XX authorizing the Fire Chief to accept and administer the 2025 Volunteer Fire Capacity Grant (VFC) award agreement number 7FG25740 from Cal Fire in matching grant funding in the amount of \$1,650.00 for training not included in the original grant application.

Total purchases shall not exceed: \$3,300.00

DISCUSSION:

San Miguel Fire applied for the 2025 Volunteer Fire Assistance (VFA) Grant requesting a 50% matching grant for funding for a total project amount of \$29,652.56 to assist with the procurement of essential items required for Firefighter safety.

The San Miguel Fire Department's application was approved in the amount of \$14,825.28 for a total of purchases to not exceed \$29,652.56. Budget line item \$40,000.00 (20-456).

However, some training line items were not approved in the initial grant and a supplemental Volunteer Fire Capacity (VFC) award was received on December 10, 2025, in the amount of \$1,650.00 with a total project amount of \$3,300.00 providing funding for S212 Training.

FISCAL IMPACT:

Acceptance of the supplemental VFC grant will result in a funding matching cost to the District of \$1,650.00 which is already included in the FY 25-26 Fire Department Budget line item 20-456.

No additional adjustments or allocations are required.

PREPARED BY: Scott Young

**BEFORE THE BOARD OF DIRECTORS OF THE
San Miguel Community Services District Fire Department**
COUNTY OF San Luis Obispo, STATE OF CALIFORNIA

IN THE MATTER OF:

Resolution Number: 2026-XX

Approving the Department of Forestry and Fire Protection Agreement #7FG25740 for services from the date of last signatory on page 1 of the Agreement to August 31, 2026, under the Volunteer Fire Capacity Program of the Cooperative Forestry Assistance Act of 1978.

BE IT RESOLVED by the Board of Directors of the San Miguel Community Services District, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Capacity Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2025-26 up to and no more than the amount of \$1,650.00

BE IT FURTHER RESOLVED that Scott Young, Fire Chief of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the San Miguel Community Services District Fire Department.

The foregoing resolution was duly passed and adopted by the Board of Directors of the San Miguel Community Services District, at a regular meeting thereof, held on the 22nd day of January 2026.
by the following vote:

AYES:

Signature, Board of Directors Member

NAYS:

ABSENT:

Printed Name and Title

Signature, Board of Directors Member

Printed Name and Title

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

ATTEST:

I Tamara Parent, Clerk of the San Miguel Community Services District, County of San Luis Obispo, California do hereby certify that this is a true and correct copy of the original Resolution Number 2026-XX.

WITNESS MY HAND OR THE SEAL OF THE San Miguel Community Services District, on
This ____ day of _____, 2026.

**OFFICIAL SEAL
OR NOTARY CERTIFICATION**

Signature

Board Clerk, San Miguel Community Services District
Title and Name of Local Agency

E. Proposed Project (List individual items for funding. Include tax and shipping in unit cost):

	Type	Item	Quantity	Unit Cost	Item Total
1.	Safety - Wildland	Whites Boots	14	\$ 478.44	\$ 6,698.16
2.	Safety - Wildland	True North Brush Shirt	28	\$ 194.35	\$ 5,441.80
3.	Safety - Wildland	Dual Compliant Pants	28	\$ 239.03	\$ 6,692.84
4.	Safety - Wildland	Leather work gloves	40	\$ 11.45	\$ 458.00
5.	Safety - Wildland	Bullard Shroud	14	\$ 83.29	\$ 1,166.06
6.	Safety - Wildland	Bullard Helmet	14	\$ 113.30	\$ 1,586.20
7.	Safety - Wildland	Wolfpack Belt	14	\$ 56.31	\$ 788.34
8.	Safety - Wildland	Saywer Chaps	6	\$ 286.86	\$ 1,721.16
9.	Training	S212 Wildland Chainsaw	6	\$ 550.00	\$ 3,300.00
10.	Training	Operator 1E Wildland App	6	\$ 550.00	\$ 3,300.00
11.	Training	CA219 Firing Operations	6	\$ 550.00	\$ 3,300.00
12.	Training	S270 Basic Air Operations	6	\$ 300.00	\$ 1,800.00
13.					\$ 0.00
14.					\$ 0.00
15.					\$ 0.00
16.					\$ 0.00
17.					\$ 0.00
18.					\$ 0.00
19.					\$ 0.00
20.					\$ 0.00
21.					\$ 0.00
22.					\$ 0.00

F. CAL FIRE USE ONLY (Formula-Driven)

Award Amount: \$1,650
AJ

Project Total Cost: \$ 36,252.56

Approved Project: \$3,300

**Board of Directors
Staff Report**

January 22, 2026

AGENDA ITEM: 9.3

SUBJECT: Adoption of the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan 2025-2030 by RESOLUTION 2026-XX. **(Approve by 3/5 vote (Pg. 94-96))**

SUGGESTED ACTION: Review and Adopt the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan for 2025-2030

DISCUSSION:

The purpose of this action is to formally adopt the 2025 -2030 San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan Update. San Luis Obispo County in conjunction with the County Board of Supervisors, County Planning & Building, the County Office of Emergency Services, Local Government Agencies.

The mounting cost of disaster recovery in the Nation and State of California over the past decades has prompted a renewed interest in proactively determining effective ways to minimize hazard vulnerability, hazard mitigation planning playing an important role in building resilience through identifying vulnerabilities and potential solutions in mitigation actions. The County of San Luis Obispo, its municipalities and its special districts have developed this local hazard mitigation plan, which underwent a comprehensive update in 2019 and then again in 2024. The goal of this plan is to arrive at practical, meaningful, attainable and cost-effective mitigation solutions to reduce vulnerability to the identified hazards and ultimately reduce both human and financial loss from hazard events.

In order to remain in compliance with current FEMA, County and State Standards it is necessary to formally adopt the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan every 5 years, plan keeping the District eligible to submit and receive FEMA funding if necessary.

Due to the size of document please go to link below:

[San Luis Obispo County Multi-Jurisdictional Hazard Mitigation Plan 2025-2030](#)

FISCAL IMPACT:

This project was funded by a grant at no cost to the District.

PREPARED BY: Scott Young

RESOLUTION NO. 2026-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS
ADOPTION OF THE SAN LUIS OBISPO MULTI-JURISDICTIONAL
HAZARDS MITIGATION PLAN 2025-2030.**

WHEREAS, San Miguel Community Services District (“District”) is a community services district formed under California Government Code section 61000 et. seq. to provide community services within the District’s service area, including water, sewer, lighting, solid waste, and fire protection services; and

WHEREAS, In order to remain in compliance with current FEMA, County, and State Standards it is necessary to formally adopt the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan 2025-2030, keeping the District eligible to submit and receive FEMA funding if necessary.

WHEREAS, the District Board of Directors finds that it is in the Districts best interest that it is necessary to formally adopt the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan 2025-2030, keeping the District eligible to submit and receive FEMA funding if necessary.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Miguel Community Services District formally adopt the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan 2025-30, keeping the District eligible to submit and receive FEMA funding if necessary.

(signatures next page)

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

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

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

Kelly Dodds, General Manager

Ashley Sangster, Board President

Scott Young, Fire Chief

ATTEST:

APPROVED AS TO FORM:

Tamara Parent
Board Clerk

Christina M. Pritchard
District Deputy General Counsel

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 9.4

SUBJECT: Review and approve a no cost change order between the San Miguel Community Services District and Forefront Power for the proposed photovoltaic solar system at the Machado Wastewater Treatment Facility. (**Approve by 3/5 vote**) (Pg. 97-101)

SUGGESTED ACTION: It is recommended that the Board review and approve the proposed change order and authorize the General Manager to execute the order on behalf of the District including any minor non-substantive changes as may be required by District Counsel

DISCUSSION:

Forefront Power is requesting that a no-cost amendment be approved adopting the changes below to the current agreement. It is recommended that the Board review and approve the proposed changes and authorize the General Manager to execute the amendment including any non-substantive changes as may be required.

Description of Change

- i. Scope Change: Purchaser has agreed to update the underground conduit work they will install (per the Agreement), to include the following below:
 - Five (5) – 5” conduits for conductors.
 - One (1) – 2” conduit for communications
- ii. Termination Rights under Section 7: Because the Purchaser’s facility expansion project will not begin until 2026 and the photovoltaic System installation must be coordinated with that expansion work, if all of following below are not all completed by the associated deadlines listed, the Parties agree to waive the termination rights under Section 7 to accommodate the revised construction timeline and related uncertainties.
 - Purchaser completes the installation of underground conduits per the Agreement and per the updated conduit schedule in section (i) above, by 8/31/2026,
 - Purchaser installs the new switchgear for the expansion project by 8/31/2026
 - Purchaser submits a request for line side tap approval from Local Electric Utility (PG&E) by 9/30/2026.
 - Purchaser or Local Electric Utility (PG&E) completes any additional work related to the expansion project, from what is listed above, to allow for permit final inspections for the photovoltaic System to be scheduled by 12/31/2026.

The above listed work needs to be complete in order to allow final inspections for the photovoltaic System to be complete and the NEMA deadline of February 14, 2027 to be met.

If the Purchaser does not timely complete the specific items identified in Section 2(ii) – namely (a) installation of the underground conduit per the Agreement and updated conduit schedule, (b) installation of the new switchgear required for the expansion project, (c) submitting request for line side tap approval from the Local Electric Utility, and (d) completion of any additional work required by the Local Electric Utility or Governmental Approval to allow permit final inspections for the photovoltaic System – by the deadlines stated therein, then the termination rights set forth in Section 7 (Net Energy Metering) of the Special Conditions shall be deemed waived by both Parties and neither Party shall

have the right to terminate the Agreement under Section 7. In addition, if commencement or completion of construction by Provider is delayed as a result of Purchaser's failure to complete the specific obligations listed above, and such delay results in the System becoming ineligible for the NEM 2.0 tariff, or equivalent tariff status, Purchaser shall not have the right to terminate the Agreement under Section 7 on the basis of loss of NEM eligibility. The Parties agree that the loss of such eligibility under these circumstances shall not constitute a default or termination event under the Agreement.

The Parties hereby amend Section 7.1 (Net Energy Metering) of the Special Conditions of the Agreement by removing "July 30, 2022" and replacing it with "March 16, 2023".

Forefront has provided the below additional explanation for the need for the requested amendments:

The PV project has a NEMA deadline of 2/14/2027, which means in order for the project and the District to retain its NEM status, the PV project will need to receive permit final approvals from the AHJ by this date. Standard AHJ sign off normally includes having everything installed and tie into your electrical infrastructure/shutdown completed, which is what we're assuming for this project. (Note: Only final permit sign-off is required for NEM status. Permission to Operate or PTO from the utility can follow later).

Since this is a new facility, there are certain items in the District's scope that are needed to complete the PV project and receive the AHJ's "sign off" or permit final approvals.

FFP is prepared to start construction and spend millions on this project. However, the contract includes a termination right related to the project's NEM status. Since there are items that are not in FFP's control (and solely in the District's control) that influence the ability to achieve AHJ final permit sign-off by 2/14/2027, FFP needs comfort from the District that it will waive this termination right if does not perform its portion of the SOW by certain dates. Without this assurance, the District could terminate, and FFP could be left with a multi-million dollar write off due to activities that are solely in the District's control.

First, the PV project needs the District to install underground conduits, so FFP can install the conductors (or wires) for the PV project. The ESA spells out the U/G (underground) conduit schedule (i.e. size & quantity); the District agreed to update the conduit schedule (from what is listed in the ESA).

Next, the District needs to install the switchgear for your expansion project, so the PV project can complete the tie into the District's electrical infrastructure (i.e. connect the PV system to the electric infrastructure).

Finally, the District needs to receive a line side tap variance from PG&E, along with any other work required for permit final approval.

In order to allow the PV project to reach mechanical completion and to schedule the permit final inspections, all the work noted above will have to be completed by specific dates for each item. Please see the CA (Change Acknowledgement) for the specific deadlines for each item.

Without having all this work completed by the District by the deadlines, FFP cannot guarantee the PV project will be completed in time to reach permit final approvals and therefore meet the NEMA deadline. Therefore, the work from the District is part of the critical path to reaching the NEMA deadline.

FISCAL IMPACT:

If all work is completed prior to the established deadlines then there is no change in upfront cost or long term cost to the District.

If all work is not completed prior to the established deadlines then there is no change in upfront cost but may be long term losses associated with the change in NEM status. Actual losses over the life of the system are unknown.

Upgrades, Scope and/or Schedule Change Acknowledgment

This Acknowledgment is made in accordance with Section 11 of the Special Conditions, as defined in that Energy Service Agreement – Solar, between San Miguel Community Services District, a California Special District (“Purchaser”) and FFP BTM Solar, LLC (“Provider”), effective November 2, 2022 (the “Agreement”) for the Machado Wastewater Treatment Facility located at 1765 Bonita Pl., San Miguel, CA 93451. Upon execution by both Purchaser and Provider, this Acknowledgment shall be effective as of _____ (the “Acknowledgment Effective Date”).

1. Type of Change:

- Scope Changes
- Day for Day Extension
- Extension for Good Cause
- Other: Termination Rights Under Section 7 (Net Energy Metering)

2. Description of Change

i. Scope Change:

Purchaser has agreed to update the underground conduit work they will install (per the Agreement), to include the following below:

- Five (5) – 5” conduits for conductors.
- One (1) – 2” conduit for communications

ii. Termination Rights under Section 7:

Because the Purchaser’s facility expansion project will not begin until 2026 and the photovoltaic System installation must be coordinated with that expansion work, if all of following below are not all completed by the associated deadlines listed, the Parties agree to waive the termination rights under Section 7 to accommodate the revised construction timeline and related uncertainties.

- Purchaser completes the installation of underground conduits per the Agreement and per the updated conduit schedule in section (i) above, by 8/31/2026,
- Purchaser installs the new switchgear for the expansion project by 8/31/2026
- Purchaser submits request for line side tap approval from Local Electric Utility (PG&E) by 9/30/2026.
- Purchaser or Local Electric Utility (PG&E) completes any additional work related to the expansion project, from what is listed above, to allow for permit final inspections for the photovoltaic System to be scheduled by 12/31/2026.

The above listed work needs to be complete in order to allow final inspections for the photovoltaic System to be complete and the NEMA deadline of February 14, 2027 to be met.

3. If the Purchaser does not timely complete the specific items identified in Section 2(ii) – namely (a) installation of the underground conduit per the Agreement and updated conduit schedule, (b) installation of the new switchgear required for the expansion project, (c) submitting request for line side tap approval from the Local Electric Utility, and (d) completion of any additional work required by the Local Electric Utility or Governmental Approval to allow permit final inspections for the photovoltaic System – by the deadlines stated therein, then the termination rights set forth in Section 7 (Net Energy Metering) of the Special Conditions shall be deemed waived by both

Parties and neither Party shall have the right to terminate the Agreement under Section 7. In addition, if commencement or completion of construction by Provider is delayed as a result of Purchaser's failure to complete the specific obligations listed above, and such delay results in the System becoming ineligible for the NEM 2.0 tariff, or equivalent tariff status, Purchaser shall not have the right to terminate the Agreement under Section 7 on the basis of loss of NEM eligibility. The Parties agree that the loss of such eligibility under these circumstances shall not constitute a default or termination event under the Agreement.

4. The Parties hereby amend Section 7.1 (Net Energy Metering) of the Special Conditions of the Agreement by removing "July 30, 2022" and replacing it with "March 16, 2023".

The Parties hereby acknowledge and confirm the terms set forth herein as of the Acknowledgment Effective Date.

San Miguel Community Services District

FFP BTM Solar, LLC

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

**Board of Directors
Staff Report**

January 22, 2026

AGENDA ITEM: 10.1

SUBJECT: Monthly claim detail and investment reports for December 2025 (**Recommend receive and file claim detail and investment report by Board consensus**) (Pg. 102-149)

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

SUGGESTED ACTION:

Review, Receive and File the attached claim detail and investment reports.

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

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Michelle Hido



San Miguel Community Services District DECEMBER 2025 Financial Report

January 13th, 2026

BOARD ACTION: Review the enumeration of Financial Reports for December 2025

DECEMBER 2025 Revenue: \$288,202.56

Sales Revenue 65.6%, Property Taxes 26.7%, Franchise Fees 1.6%, Other 6.1%

DECEMBER 2025 Expenses: \$260,386.34

FIRE DEPT PROJECTS:

Fire Temporary Housing Unit

DECEMBER costs: \$0.00

Escrow amount used: \$277,144.78 (101.01% spent) Interfund Loan amount used: \$72,959.08 (91.2%)

Budget: \$274,378.95 (Res 2022-21,22) + \$80,000.00 (Res 2024-44)

Costs not paid through Escrow to date: \$28,272.68 Total THU Project costs to date: \$361,518.88

Status: In Process

Fire Station Remodel- Budget: none

DECEMBER costs: \$0.00

Project costs to date: \$5,771.56

Status: In Process

UTILITY DEPT PROJECTS:

WWTF Expansion Resolution 2021-20, 32, 2022-43, 2023-21- by SWRCB Order June 2018

DECEMBER costs: Permits, Engineering - \$15,504.00

Project costs to date: \$2,209,022.63

Status: In Process

WWTF Resolution 2021-33,34, 2023-21: Membrane Bioreactor- Budget: \$287,590.58/Project Budget:

\$8,309,288.94

DECEMBER costs: – \$0

Project costs to date: \$333,247.20

Status: In Process

WWTF Resolution 2022-59,2023-44,48,50: Sewer Lining & Manhole- Budget: \$396,500.00

DECEMBER costs: WSC Engineering - \$0

Project costs to date: \$257,137.20 (65.0% spent)

Status: In Process

WWTF Resolution 2022-64: 0.65M Tank Inspection & Coating Repair- Budget: \$67,660.00

DECEMBER costs: \$0

Project costs to date: \$58,098.00 (86% spent)

Status: In Process

**San Miguel Community Services District
DECEMBER 2025 Financial Report**

LEGAL SERVICES

Invoices: October & November 2025 services

2025/26 LEGAL EXPENSES TO DATE: \$130,829

BOARD MEETINGS:	\$ 3,610.00
CSD BOARD REQUESTS:	\$ 3,274.88
FIRE:	\$ 4,139.00
GENERAL CSD/ADMIN:	\$ 8,760.76
GENERAL HR AND HR CONTRACTS:	\$ 9,267.75
HR INVESTIGATION/ARBITRATION:	\$ -
PUBLIC RECORDS REQUESTS:	\$ 879.00
SEWER:	\$ 4,110.01
SOLID WASTE:	\$ -
STEINBECK:	\$ 75,855.96
WATER:	\$ 1,680.77
OTHER:	\$ 19,251.48

TOP 5 GENERAL OPERATING EXPENSES (at the time of this report):

- State Water Resources Control \$32,150.00 – Annual permits
- Fluid Resource Management \$29,995.20 – Contract Operators, Compliance
- Engineered Utility Solutions \$24,950.00 – SSMP update and doc prep
- SWCA Environmental Consultants \$13,345.43 – Main Tank Road Improvement project
- GeoSolutions, Inc \$9,160.00 – Main Tank Road Improvement project

MONTHLY RECURRING EXPENSES (at the time of this report):

CalPERS (Employer costs only)	\$14,682.03
PG&E (Facilities & Lighting)	\$14,532.73
US Bank SMCS D Credit Cards	\$1,583.89
WEX Bank SMCS D District Vehicle Fuel	\$430.25

The information provided is current as of the time of this report.

RECOMMENDATION:

Please Review these December 2025 SMCS D Financial Reports.

PREPARED BY:

Michelle Hido, Financial Officer

REVIEWED BY:

Kelly Dodds, General Manager

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12021	50633S	650 13 STARS MEDIA	309.88						
1	11/24/25	SM FIRE CODE CHG FIREWORKS	309.88			20 62000	393		10205
		2025CI-9950							
		Total for Vendor:	309.88						
12057	50650S	743 API ATLAS PERFORMANCE	2,200.00						
1	12/03/25	DEC CSD OFFICE TRAILER RENTAL	110.00			30 63000	949		10205
		RI156449							
2	12/03/25	DEC CSD OFFICE TRAILER RENTAL	990.00			40 64000	949		10205
		RI156449							
3	12/03/25	DEC CSD OFFICE TRAILER RENTAL	990.00			50 65000	949		10205
		RI156449							
4	12/03/25	DEC CSD OFFICE TRAILER RENTAL	110.00			60 66000	949		10205
		RI156449							
		Total for Vendor:	2,200.00						
12117	-98574E	714 AT&T MOBILITY	280.79						
		FIRE CELL PHONES							
1	12/02/25	NOV FIRE CELL PHONE - SM FIRE	45.39*			20 62000	465		10205
		12102025							
2	12/02/25	NOV FIRE CELL PHONE - YOUNG	50.44*			20 62000	465		10205
		12102025							
3	12/02/25	NOV FIRE DISPATCH SERVICE PROG	184.96*			20 62000	465		10205
		12102025							
		Total for Vendor:	280.79						
11993	50634S	622 BALDWIN ELECTRIC SERVICE	280.00						
1	11/16/25	REWired AERATOR PUMP	280.00*			40 64000	582		10205
		869							
		Total for Vendor:	280.00						
12053	50651S	33 BLACK MOUNTAIN SOFTWARE	469.26						
		CPA CLOUD ACCESS							
		2025/2026							
1	12/01/25	25/26 CSD CPA CLOUD ACCESS	126.71*			20 62000	334		10205
		INV-13164							

* ... Over spent expenditure

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2	12/01/25 25/26	CSD CPA CLOUD ACCESS	14.08			30 63000	334		10205
	INV-13164								
3	12/01/25 25/26	CSD CPA CLOUD ACCESS	131.39			40 64000	334		10205
	INV-13164								
4	12/01/25 25/26	CSD CPA CLOUD ACCESS	187.70*			50 65000	334		10205
	INV-13164								
5	12/01/25 25/26	CSD CPA CLOUD ACCESS	9.38			60 66000	334		10205
	INV-13164								
		Total for Vendor:	469.26						
12000	50635S 999999	BRADLEY AND SONS INC	344.64						
	Water HYDRANT METER	Deposit refund							
	METER 8428274								
27487-19									
1	11/15/25	WATER HY MTR 8428274 REFUND	344.64			50 20550			10205
	27487-19								
		Total for Vendor:	344.64						
12040	-98580E 712	CIO SOLUTIONS	3,172.40						
1	12/12/25	DEC IT SUPPORT CSD & BOD	807.53			20 62000	321		10205
	126031-125								
2	12/12/25	DEC IT SUPPORT CSD & BOD	89.72			30 63000	321		10205
	126031-125								
3	12/12/25	DEC IT SUPPORT CSD & BOD	873.02			40 64000	321		10205
	126031-125								
4	12/12/25	DEC IT SUPPORT CSD & BOD	1,211.32			50 65000	321		10205
	126031-125								
5	12/12/25	DEC IT SUPPORT CSD & BOD	59.81			60 66000	321		10205
	126031-125								
6	12/12/25	DEC IT SUPPORT BOD SPLIT	6.63			20 62000	321		10205
	126031-125								
7	12/12/25	DEC IT SUPPORT BOD SPLIT	1.17			30 63000	321		10205
	126031-125								
8	12/12/25	DEC IT SUPPORT BOD SPLIT	14.26			40 64000	321		10205
	126031-125								
9	12/12/25	DEC IT SUPPORT BOD SPLIT	17.77			50 65000	321		10205
	126031-125								

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
10 126031-125	12/12/25	DEC IT SUPPORT BOD SPLIT	1.17			60 66000	321		10205
11 126031-125	12/12/25	DEC ER/FIRE PREVENTION	90.00			20 62000	321		10205
Total for Vendor:			3,172.40						
12066 1 20251021	50670S 11/10/25	15 CLEATH-HARRIS GEOLOGISTS, INC Q4 2025 GROUNDWATER MONITORING	1,243.60 1,243.60			40 64000	355		10205
12067 1 20251022	50670S 11/10/25	15 CLEATH-HARRIS GEOLOGISTS, INC WELL 2B BID PACKAGE CORRS	1,735.00 1,735.00*			40 64000	582		10205
Total for Vendor:			2,978.60						
11989 ACCT# AR74549 1 IN162382	50637S 11/20/25	429 COUNTY OF SLO- ENV HEALTH HAZ MAT HANDLER MAIN TANK SITE	627.00 627.00			50 65000	715		10205
12017 ACCT# AR0023548 1 IN161327	50637S 11/18/25	429 COUNTY OF SLO- ENV HEALTH HAZ MAT HANDLER WELL #3	627.00 627.00			50 65000	715		10205
12018 ACCT# AR0023326 1 IN162082	50637S 11/18/25	429 COUNTY OF SLO- ENV HEALTH HAZ MAT HANDLER MACHADO WWTP	627.00 627.00			40 64000	715		10205
12019 ACCT# AR0023547 1 IN161141	50637S 11/18/25	429 COUNTY OF SLO- ENV HEALTH HAZ MAT HANDLER WELL 4	627.00 627.00			50 65000	715		10205

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12020	50637S	429 COUNTY OF SLO- ENV HEALTH	627.00						
	ACCT# AR0023550								
1	11/18/25	HAZ MAT HANDLER SLT WELL	627.00			50 65000	715		10205
	IN161758								
		Total for Vendor:	3,135.00						
12072	50671S	999999 DOOLLITTLE CONSTRUCTION LLC	750.00						
		Water HYDRANT METER Deposit refund							
		METER 27581-03							
1	12/18/25	WATER HY MTR 242480269 REFUND	750.00			50 20550			10205
	27581-03								
		Total for Vendor:	750.00						
12050	50652S	89 ENGINEERED UTILITY SOLUTIONS,	24,950.00						
1	11/03/25	AUDIT DOC PREP, SSMP UPDATE	24,950.00			40 64000	545		10205
	2025-1103								
		Total for Vendor:	24,950.00						
11990	50638S	401 FLUID RESOURCE MANAGEMENT	1,882.19						
1	11/20/25	JETTER PUMP INSTALL	1,882.19*			40 64000	351		10205
	W25122								
11991	50638S	401 FLUID RESOURCE MANAGEMENT	4,440.00						
1	11/20/25	QTRLY COLLECTION SYSTEM CLEAN	4,440.00			40 64000	353		10205
	W25158								
12009	50638S	401 FLUID RESOURCE MANAGEMENT	15,971.76						
1	11/21/25	CONTRACT OPERATOR- WW 10/25	11,231.64			40 64000	361		10205
	TWW251052								
2	11/21/25	CONTRACT COMPLIANCE- WW 10/25	4,740.12			50 65000	651		10205
	TWW251052								
12010	50638S	401 FLUID RESOURCE MANAGEMENT	4,196.25						
1	11/21/25	CONTRACT O&M W 10/25	3,495.00			50 65000	361		10205
	TW251053								
2	11/21/25	CONTRACT O&M W 10/25	701.25			50 65000	651		10205
	TW251053								

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12011 1 W25065	50638S 11/24/25	401 FLUID RESOURCE MANAGEMENT WET WELL REPAIR	3,505.00 3,505.00*			40 64000	582		10205
Total for Vendor:			29,995.20						
12016 Acct #8054672818010412-5 Service from 11/22/25-12/21/25	-98587E 308	FRONTIER COMMUNICATIONS (412-5)	81.75						
FS/CSD ALARM 1	11/22/25	NOV FIRE STATION ALARM	81.75			20 62000	375		10205
Total for Vendor:			81.75						
11988 SOILS ENGINEERING REPORT 1 74757	50639S 11/30/25	76 GEOSOLUTIONS, INC TANK ACCESS RD IMPROVMENTS	9,160.00 9,160.00*			50 65000	535		10205
Total for Vendor:			9,160.00						
12005 A0702 Service Period: 12/2025	50640S 12/01/25	125 GREAT WESTERN ALARM UTILITIES EMERGENCY DEC Answering Service	110.00 55.00			40 64000	380		10205
251102242101	12/01/25	DEC Answering Service	55.00			50 65000	380		10205
251102242101									
12006 GW-661 Service Period: 12/2025	50640S 12/01/25	125 GREAT WESTERN ALARM DEC Alarm Monitoring	38.00 38.00			20 62000	380		10205
251100545101									
Total for Vendor:			148.00						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12042 1 205226	50653S 12/08/25	77 HAMNER, JEWELL & ASSOC MONITORING WELL 4B	638.75 638.75			40 64000	587		10205
Total for Vendor:			638.75						
12052 1 436946 2 436946	50654S 11/25/25 11/25/25	147 JB DEWAR Clear Diesel- 18.60 GAL Clear Diesel- 181.49 GAL WW	1,062.95 98.85 964.10			20 62000 40 64000	485 485		10205 10205
Total for Vendor:			1,062.95						
11999 Water METER 8428274	50641S 999999	MIDSTATE DRILLERS HYDRANT METER Deposit refund	565.44						
27487-20 1 27487-20	11/15/25	WATER HY MTR 8428274 REFUND	565.44			50 20550			10205
Total for Vendor:			565.44						
12041 Truck #U8636 1 87344 2 87344	50655S 11/20/25 11/20/25	602 MULLAHEY CHRYSLER DODGE JEEP RAM U-8632 VENT & HVAC HOUSING FIX U-8632 VENT & HVAC HOUSING FIX	205.00 102.50 102.50			40 64000 50 65000	354 354		10205 10205
Total for Vendor:			205.00						
12012 1 220168 2 220168	50642S 11/25/25 11/25/25	17 N. REX AWALT CORPORATION CONTAINER MOVE CRANE CONTAINER MOVE CRANE	909.00 454.50 454.50			40 64000 50 65000	305 305		10205 10205

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12047 1 220184	50656S 12/05/25	17 N. REX AWALT CORPORATION PVC SCH 40	932.38 932.38*			40 64000	582		10205
		Total for Vendor:	1,841.38						
11998 1 2510146 2 2510146	50643S 11/18/25 11/18/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY-SECOND) ROUTINE (WEEKLY-SECOND)	127.00 92.00 35.00			50 65000 50 65000	359 358		10205 10205
12007 1 2510347	50643S 11/21/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY-THIRD)	127.00 127.00			50 65000	358		10205
12030 1 2510733	50657S 12/14/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY) GEOTRACKER	353.00 353.00			40 64000	355		10205
12031 1 2510717 2 2510717 3 2510717 4 2510717	50657S 12/11/25 12/11/25 12/11/25 12/11/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (QTRLY,MNTLY,WEEKLY-1) ROUTINE (QTRLY,MNTLY,WEEKLY-1) ROUTINE (QTRLY,MNTLY,WEEKLY-1) ROUTINE (QTRLY,MNTLY,WEEKLY-1)	188.50 17.50 17.50 42.50 111.00			50 65000 50 65000 50 65000 50 65000	356 357 358 359		10205 10205 10205 10205
12032 1 2509908 2 2509908 3 2509908	50657S 12/10/25 12/10/25 12/10/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (QTRLY,MNTLY,WEEKLY-1) ROUTINE (QTRLY,MNTLY,WEEKLY-1) ROUTINE (QTRLY,MNTLY,WEEKLY-1)	188.50 17.50 17.50 17.50			50 65000 50 65000 50 65000	356 357 358		10205 10205 10205

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4 2509908	12/10/25	ROUTINE (QTRLY,MNTLY,WEEKLY-1)	136.00			50 65000	359		10205
12033 1 2509712	50657S 12/10/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY- SECOND)	124.00 124.00			50 65000	359		10205
12034 1 2509527	50657S 12/10/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY-SECOND)	127.00 92.00			50 65000	359		10205
2 2509527	12/10/25	ROUTINE (WEEKLY-SECOND)	35.00			50 65000	358		10205
12035 1 2509325	50657S 12/10/25	45 OILFIELD ENVIRONMENTAL & PFAS TESTING	896.00 896.00			50 65000	357		10205
12036 1 2509308	50657S 12/10/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY-SECOND)	127.00 92.00			50 65000	359		10205
2 2509308	12/10/25	ROUTINE (WEEKLY-SECOND)	35.00			50 65000	358		10205
12037 1 2510717	50657S 12/11/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (QTRLY,MNTLY,WEEKLY-1)	514.50 17.50			50 65000	356		10205
2 2510717	12/11/25	ROUTINE (QTRLY,MNTLY,WEEKLY-1)	17.50			50 65000	357		10205
3 2510717	12/11/25	ROUTINE (QTRLY,MNTLY,WEEKLY-1)	42.50			50 65000	358		10205
4 2510717	12/11/25	ROUTINE (QTRLY,MNTLY,WEEKLY-1)	437.00			50 65000	359		10205
12038 1 2510598	50657S 12/04/25	45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY- SECOND)	124.00 124.00			50 65000	359		10205
Total for Vendor:			2,896.50						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12089	-98572E	208 PG&E #6480-8	1,228.34						
	Acct #	8565976480-8							
1	12/22/25	12th & K 8565976725	10.60			30 63000	381		10205
2	12/22/25	11TH STREET - 8562053214	51.05			30 63000	381		10205
3	12/22/25	RIO MESA CIR - 8564394360	25.27			30 63000	381		10205
5	12/22/25	MISSION/14TH - 8569413449	29.74			30 63000	381		10205
6	12/22/25	VERDE/RIO MESA - 8560673934	63.16			30 63000	381		10205
7	12/22/25	Mission Heights - 8565976482	184.19			30 63000	381		10205
8	12/22/25	MISSION S. 14TH - 8561483265	14.86			30 63000	381		10205
9	12/22/25	Tract 2605 - 8565976109	39.48			30 63000	381		10205
10	12/22/25	9898 River Rd. - 8565976002	383.01			30 63000	381		10205
11	12/22/25	9898 River Rd. - 8565976004	47.85			30 63000	381		10205
12	12/22/25	9898 River Rd. - 8565976008	223.11			30 63000	381		10205
13	12/22/25	9898 River Rd. - 8565976014	77.05			30 63000	381		10205
14	12/22/25	9898 River Rd. - 8565976481	56.95			30 63000	381		10205
15	12/22/25	9898 River Rd. - 8565976483	19.65			30 63000	381		10205
16	12/22/25	9898 River Rd. - 8564493469	0.00			30 63000	381		10205
17	12/22/25	9898 River Rd. - 8566057583	2.37			30 63000	381		10205
18	12/22/25	9898 River Rd. - 8567190874	0.00			30 63000	381		10205
19	12/22/25	9898 River Rd. - 8567609307	0.00			30 63000	381		10205
20	12/22/25	9898 River Rd. - 8567804810	0.00			30 63000	381		10205
		Total for Vendor:	1,228.34						
12088	-98573E	209 PG&E #6851-8	13,304.39						
	Acct #	3675186851-8							
1	12/22/25	Old Fire Station/1297 L St	29.06			20 62000	381		10205
2	12/22/25	Fire Station/1150 Mission	99.04			20 62000	381		10205
3	12/22/25	Water Works #1/Well 3	252.34			50 65000	381		10205
4	12/22/25	Bonita Pl & 16th/Well 4	3,961.40			50 65000	381		10205
5	12/22/25	N St/WWTF	7,813.32			40 64000	381		10205
6	12/22/25	2HP Booster Station	21.70			50 65000	381		10205
7	12/22/25	Mission Heights Booster	10.51			50 65000	381		10205
8	12/22/25	14th St. & K St.	93.41			50 65000	381		10205
9	12/22/25	942 Soka Way lift station	118.64			40 64000	379		10205
10	12/22/25	Missn&12th Landscape-St light	196.43			30 63000	381		10205
11	12/22/25	SLT Well	708.54			50 65000	381		10205
		Total for Vendor:	13,304.39						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12056	50658S	70 RODGERS, ANDERSON, MALODY &	1,885.00						
1	11/30/25	CPA YE SCHEDULES, AUDIT EMAILS	508.95*			20 62000	325		10205
79218									
2	11/30/25	CPA YE SCHEDULES, AUDIT EMAILS	56.55*			30 63000	325		10205
79218									
3	11/30/25	CPA YE SCHEDULES, AUDIT EMAILS	527.80*			40 64000	325		10205
79218									
4	11/30/25	CPA YE SCHEDULES, AUDIT EMAILS	754.00*			50 65000	325		10205
79218									
5	11/30/25	CPA YE SCHEDULES, AUDIT EMAILS	37.70*			60 66000	325		10205
79218									
		Total for Vendor:	1,885.00						
12001	50644S	609 SAN LUIS POWERHOUSE	1,445.79						
WELL 4		ANNUAL SERVICE							
1	11/26/25	WELL 4 ANNUAL SERVICE	1,445.79*			50 65000	351		10205
54136									
12002	50644S	609 SAN LUIS POWERHOUSE	1,054.58						
WELL 3		ANNUAL SERVICE							
1	11/26/25	WELL 3 ANNUAL SERVICE	1,054.58*			50 65000	351		10205
54137									
12003	50644S	609 SAN LUIS POWERHOUSE	940.04						
FIRE DEPT		ANNUAL SERVICE							
1	11/26/25	FIRE DEPT ANNUAL SERVICE	940.04*			20 62000	351		10205
54138									
12004	50644S	609 SAN LUIS POWERHOUSE	673.36						
MISSION GARDENS		ANNUAL SERVICE							
1	11/26/25	MISSION GARDENS ANNUAL SERVICE	673.36			40 64000	349		10205
54139									
		Total for Vendor:	4,113.77						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12039	50659S	481 SAN MIGUEL COMMUNITY SERVICES	752.33						
	DEC 2025	DISTRICT WATER USE							
1	12/15/25	1150 MISSION ST SMFD 1004-00	127.94			20 62000	384		10205
2	12/15/25	1150 MISSION BACKFLOW 1004B-00	2.00			20 62000	384		10205
3	12/15/25	1140 MISSION ST THU 1001-00	115.47			20 62000	384		10205
4	12/15/25	1765 BONITA PL CSD 27475-00	52.04			40 64000	384		10205
5	12/15/25	8687 MARTNZ DR SLT WELL 21101	96.64			50 65000	384		10205
6	12/15/25	942 SOKA WAY 20840-00	40.96			40 64000	384		10205
7	12/15/25	1581 BONITA PL - WELL 4 15034	72.48			50 65000	384		10205
8	12/15/25	610 12TH ST - WELL 3 1102-00	66.44			50 65000	384		10205
9	12/15/25	1199 MISSION IRIG MTR 27476-00	68.83			30 63000	384		10205
10	12/15/25	1203 MISSION IRIG MTR 20547-00	109.53			30 63000	384		10205
		Total for Vendor:	752.33						
12043	50660S	238 SAN MIGUEL GARBAGE	119.31						
	ACCT# 318691								
1	12/01/25	NOV 2025	59.65			40 64000	383		10205
120125									
2	12/01/25	NOV 2025	59.66			50 65000	383		10205
120125									
		Total for Vendor:	119.31						
11987	50645S	731 SAN MIGUEL SENIORS CENTER	150.00						
	NOV 20	BOARD MEETING @ SMSC							
6	11/20/25	NOV 20 BOD MEETING 3 HRS	40.50			20 62000	341		10205
7	11/20/25	NOV 20 BOD MEETING 3 HRS	4.50			30 63000	341		10205
8	11/20/25	NOV 20 BOD MEETING 3 HRS	42.00			40 64000	341		10205
9	11/20/25	NOV 20 BOD MEETING 3 HRS	60.00			50 65000	341		10205
10	11/20/25	NOV 20 BOD MEETING 3 HRS	3.00			60 66000	341		10205
		Total for Vendor:	150.00						
12051	50661S	85 SCHEEVEL ENGINEERING	1,275.00						
1	12/02/25	WWTF POND EVAL 2025-36	1,275.00*			40 64000	582		10205
1705									
		Total for Vendor:	1,275.00						

* ... Over spent expenditure

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11992	50646S	247 SDRMA DEDUCTIBLE CLAIM PD2526009717-0001 10-01-2025 GATE DAMAGE DURING EMT CALL	500.00						
1	11/19/25	DEDUCTIBLE 10-01-25GATE DAMAGE C00776	500.00			20 62000	328		10205
Total for Vendor:			500.00						
12059	-98576E	657 SOCALGAS	69.54						
1	12/03/25	DEC LIFT STATION 942 SOKA WAY	20.88			40 64000	396		10205
2	12/03/25	DEC SLT WELL 8687 MARTINEZ	16.27			50 65000	396		10205
3	12/03/25	DEC WELL 3 NAT.GAS 610 12TH	32.39			50 65000	396		10205
Total for Vendor:			69.54						
12054	-98578E	67 SPECTRUM/CHARTER COMMUNICATIONS Acct# 212691601 Spectrum Enterprise Internet	4,445.36						
Service 12/01/25 - 12/30/25									
1	12/01/25	DEC WWTF FIBER 212691601120125	69.33			30 63000	375		10205
2	12/01/25	DEC WWTF FIBER 212691601120125	615.98			40 64000	375		10205
3	12/01/25	DEC WWTF FIBER 212691601120125	615.99*			50 65000	375		10205
4	12/01/25	DEC WWTF FIBER 212691601120125	68.44			60 66000	375		10205
5	12/01/25	DEC POWER RD 212691601120125	519.27*			50 65000	375		10205
6	12/01/25	DEC MAIN TANK 10TH ST 212691601120125	519.27*			50 65000	375		10205
7	12/01/25	DEC SLT TANK MARTINEZ DR 212691601120125	519.27*			50 65000	375		10205
8	12/01/25	DEC WELL 3 610 12TH ST 212691601120125	519.27*			50 65000	375		10205
9	12/01/25	DEC LIFT STATION 942 SOKA WAY 212691601120125	519.27			40 64000	375		10205
10	12/01/25	DEC 1581 16TH ST 212691601120125	519.27*			50 65000	375		10205

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
11	12/01/25	DEC FIRE STATION RING CENTRAL	0.00			20 62000	375		10205
	212691601120125								
12	12/01/25	DEC LIFT STATION 942 SOKA WAY	-40.00			40 64000	375		10205
	212691601120125								
12055	-98577E	67 SPECTRUM/CHARTER COMMUNICATIONS	129.99						
	Acct# 8245 10 105 0027311	Spectrum Business Internet/Voice							
	Service 11/11/25- 12/10/25								
1	11/07/25	FIRE NOV INTERNET/VOICE	129.99			20 62000	375		10205
	170616101110725								
		Total for Vendor:	4,575.35						
12014	-98589E	382 STATE WATER RESOURCES CONTROL	28,205.00						
	Billing Period 07/01/25 - 06/30/26	NORTH EXTENSION OF N STREET							
1	11/19/25	Annual Permit- WWTF 25/26	28,205.00			40 64000	705		10205
	WD-0303583 WDID# 3 400109001								
12015	-98588E	382 STATE WATER RESOURCES CONTROL	3,945.00						
	Billing Period 07/01/25 - 06/30/26	WWTP							
	SMCSD CS								
1	11/19/25	Annual Permit- SMCSD 25/26	3,945.00			40 64000	705		10205
	WD-0303583 WDID:3SSO10321								
		Total for Vendor:	32,150.00						
12045	50662S	663 SWCA ENVIRONMENTAL CONSULTANTS	3,010.25						
	WWTP MONITORING WELL/SEWER IMPROVEMENTS								
1	12/08/25	WWTP MONITORING WELL/SWR IMPRV	3,010.25			40 64000	587		10205
	235049								
12046	50662S	663 SWCA ENVIRONMENTAL CONSULTANTS	10,335.18						
	MAIN TANK RD IMPROVEMENT PRJ								
1	12/08/25	MAIN TANK RD IMPROVEMENT PRJ	10,335.18			50 65000	326		10205
	235047								
		Total for Vendor:	13,345.43						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12063	50663S	275 SWRCB ACCOUNTING OFFICE San Miguel Community Waste Water Collection System Period: 7/01/25- 6/30/26	3,373.32						
	FAC ID#3SSO1321								
1	12/03/25	ANNUAL COLLECT SYS PERMIT	3,373.32*			50 65000	705		10205
	WS-1055089								
		Total for Vendor:	3,373.32						
12049	50664S	280 TEMPLETON UNIFORMS, LLC	305.66						
1	11/25/25	JACKET - YOUNG	305.66			20 62000	495		10205
	17126								
		Total for Vendor:	305.66						
12062	50665S	327 VALLI INFORMATION SYSTEMS	849.88						
	NOV BILLING								
1	11/30/25	NOV WEB POSTING, POSTAGE	233.10			40 64000	374		10205
	103688								
2	11/30/25	NOV WEB POSTING, POSTAGE	233.11			50 65000	374		10205
	103688								
3	11/30/25	NOV PRINTING	111.83			40 64000	374		10205
	103688								
4	11/30/25	NOV PRINTING	111.84			50 65000	374		10205
	103688								
5	11/30/25	PRINTED INSERT TREE SAFETY	80.00			20 62000	395		10205
	103688								
6	11/30/25	PRINTED INSERT TREE RECYCLING	80.00*			60 66000	395		10205
	103688								
		Total for Vendor:	849.88						
12064	-98575E	511 VERIZON	332.08						
	TABLETS: UTILITIES x4								
	CELL PHONE: TMP, MS, TP, KD, DP								
	11/09/25 -12/08/25								
1	12/08/25	NOV UTILITIES CELL PHONES X7	13.59			30 63000	465		10205
	6130489613								
2	12/08/25	NOV UTILITIES CELL PHONES X7	122.57			40 64000	465		10205
	6130489613								

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3 6130489613	12/08/25	NOV UTILITIES CELL PHONES X7	122.27			50 65000	465		10205
4 6130489613	12/08/25	NOV UTILITIES CELL PHONES X7	13.59			60 66000	465		10205
6 6130489613	12/08/25	NOV UTILITIES TABLETS X3	1.50			30 63000	465		10205
7 6130489613	12/08/25	NOV UTILITIES TABLETS X3	13.53			40 64000	465		10205
8 6130489613	12/08/25	NOV UTILITIES TABLETS X3	13.53			50 65000	465		10205
9 6130489613	12/08/25	NOV UTILITIES TABLETS X3	1.50			60 66000	465		10205
10 6130489613	12/08/25	NOV 4GB DATA PLAN	1.50			30 63000	465		10205
11 6130489613	12/08/25	NOV 4GB DATA PLAN	13.50			40 64000	465		10205
12 6130489613	12/08/25	NOV 4GB DATA PLAN	13.50			50 65000	465		10205
13 6130489613	12/08/25	NOV 4GB DATA PLAN	1.50			60 66000	465		10205
Total for Vendor:			332.08						
12008 PROJ# 0406-0031-00 66419	50647S	732 WALLACE GROUP	11,855.00						
1 66419	11/26/25	WWTF ENGINEERING 2022-43	11,855.00			40 64000	587	20001	10205
Total for Vendor:			11,855.00						
11994 PROJECTS 2295-12411 WRFP PLANNING APPLICATION	50648S	717 WATER SYSTEMS CONSULTING, INC	2,208.75						
1 11775 PRJ 2295-12411	10/31/25	WRFP PLANNING APPLICATION	2,208.75*			40 64000	326		10205

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
11995	50648S	717 WATER SYSTEMS CONSULTING, INC	8,105.75						
	PRJ 2295-11951								
1	09/30/25	WATER MASTER PLAN UPDATE	6,825.75*			40 64000	326		10205
11643	PRJ 2295-12071								
2	09/30/25	W.WATER MASTER PLAN UPDATE	1,280.00			50 65000	326		10205
11643	PRJ 2295-12071								
11996	50648S	717 WATER SYSTEMS CONSULTING, INC	6,200.50						
	PRJ 2295-11951								
1	10/31/25	DISTRICT ENGINEERING 24-25	904.75*			40 64000	326		10205
11776	PRJ 2295-12365								
2	10/31/25	DISTRICT ENGINEERING 24-25	904.75			50 65000	326		10205
11776	PRJ 2295-12365								
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
6	10/31/25	INDIAN VALLEY TRACT	203.50*			50 65000	966		10205
11776	PRJ 2295-12365								
7	10/31/25	ALLEY WATERLINE REPLACEMENT	101.00			50 65000	326		10205
11776	PRJ 2295-12365								
8		PASO BASIN COOP COMMITTEE	0.00			50 65000	324		10205
9		777MONTEREY APR FIRE FLOW	0.00			50 65000	326		10205
10		DWSRF GRANT COORD	0.00			50 65000	326		10205
11		MAGDELENA WILL SERVE	0.00*			40 64000	326		10205
12		MAGDELENA WILL SERVE	0.00			50 65000	326		10205
13	10/31/25	WWTF POND DREDGING	202.00*			40 64000	326		10205
11776	PRJ 2295-12365								
14	10/31/25	PERC POND REHAB	2,841.50*			40 64000	326		10205
11776	PRJ 2295-12365								
15		3W PIPELINE GRANT SUPPORT	0.00*			40 64000	326		10205
16	10/31/25	SMP UPDATE RFP	353.50*			40 64000	326		10205
11776	PRJ 2295-12365								
17	10/31/25	STREET LIGHTING DESIGN	101.00			30 63000	326		10205
11776	PRJ 2295-12365								
18	10/31/25	TANK ACCESS RD IMPROVEMENTS	588.50			50 65000	326		10205
11776	PRJ 2295-12365								

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
11997	50648S	717 WATER SYSTEMS CONSULTING, INC PROJECTS 2295-11951 PRJ# 21008	1,987.50						
2023-44									
1	10/31/25	SEWER LINING & MANHOLE REHAB	1,987.50*			40 64000	326	21008	10205
11777	PRJ 2295-12365								
12058	50666S	717 WATER SYSTEMS CONSULTING, INC 2022-04 NOI SUPPORT/PERMIT PRJ MGMT	682.50						
1	11/30/25	NOI/PERMIT PRJ MGMT 2022-04	682.50			40 64000	705		10205
11890	PRJ2295-11085								
12068	50672S	717 WATER SYSTEMS CONSULTING, INC	6,459.00						
1	11/30/25	WATER MASTER PLAN UPDATE	4,452.75*			40 64000	326		10205
11902	PRJ 2295-12071								
2	11/30/25	W.WATER MASTER PLAN UPDATE	2,006.25			50 65000	326		10205
11902	PRJ 2295-12071								
12069	50672S	717 WATER SYSTEMS CONSULTING, INC PRJ 2295-11951	4,349.25						
1	11/30/25	DISTRICT ENGINEERING 24-25	759.12*			40 64000	326		10205
11898	PRJ 2295-12365								
2	11/30/25	DISTRICT ENGINEERING 24-25	759.13			50 65000	326		10205
11898	PRJ 2295-12365								
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
6		INDIAN VALLEY TRACT	0.00*			50 65000	966		10205
7		ALLEY WATERLINE REPLACEMENT	0.00			50 65000	326		10205
8		PASO BASIN COOP COMMITTEE	0.00			50 65000	324		10205
9		777MONTEREY APR FIRE FLOW	0.00			50 65000	326		10205
10		DWSRF GRANT COORD	0.00			50 65000	326		10205
11		MAGDELENA WILL SERVE	0.00*			40 64000	326		10205
12		MAGDELENA WILL SERVE	0.00			50 65000	326		10205
13	11/30/25	WWTF POND DREDGING	303.00*			40 64000	326		10205
11898	PRJ 2295-12365								

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
14	11/30/25	PERC POND REHAB	1,215.00*			40 64000	326		10205
11898	PRJ 2295-12365								
15	3W PIPELINE GRANT SUPPORT		0.00*			40 64000	326		10205
16	11/30/25 SSMP UPDATE RFP		606.00*			40 64000	326		10205
11898	PRJ 2295-12365								
17	11/30/25 STREET LIGHTING DESIGN		404.00			30 63000	326		10205
11898	PRJ 2295-12365								
18	11/30/25 TANK ACCESS RD IMPROVEMENTS		252.50			50 65000	326		10205
11898	PRJ 2295-12365								
19	11/30/25 BPS DESIGN SUPPORT		50.50			50 65000	326		10205
11898	PRJ 2295-12365								
12070	50672S 717 WATER SYSTEMS CONSULTING, INC		7,410.50						
	PROJECTS 2295-11951								
	PRJ# 21008								
2023-44									
1	11/30/25 SEWER LINING & MANHOLE REHAB		7,410.50*			40 64000	326	21008	10205
11899	PRJ 2295-12365								
12071	50672S 717 WATER SYSTEMS CONSULTING, INC		5,325.75						
	PROJECTS 2295-12411								
	WRFPP PLANNING APPLICATION								
1	11/30/25 WRFPP PLANNING APPLICATION		5,325.75*			40 64000	326		10205
11901	PRJ 2295-12411								
Total for Vendor:			42,729.50						
12060	50667S 317 WESTERN JANITOR SUPPLY INC		31.06						
1	12/05/25 TOWELS		1.55			30 63000	305		10205
227108									
2	12/05/25 TOWELS		13.98			40 64000	305		10205
227108									
3	12/05/25 TOWELS		13.98			50 65000	305		10205
227108									
4	12/05/25 TOWELS		1.55			60 66000	305		10205
227108									

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12061	50667S	317 WESTERN JANITOR SUPPLY INC	152.04						
1	12/04/25	CLEANSERS, TWL ROLLS	4.21			30 63000	305		10205
227067									
2	12/04/25	CLEANSERS, TWL ROLLS	37.96			40 64000	305		10205
227067									
3	12/04/25	CLEANSERS, TWL ROLLS	37.95			50 65000	305		10205
227067									
4	12/04/25	CLEANSERS, TWL ROLLS	4.22			60 66000	305		10205
227067									
5	12/04/25	ROLL TOWELS	67.70			20 62000	305		10205
227067									
		Total for Vendor:	183.10						
12044	-98579E	612 WEX BANK	430.25						
		FUEL BILL CLOSING DATE: 12/07/25							
1	12/07/25	FUEL 8600 DEC	85.99			20 62000	485		10205
109255139									
2	12/07/25	FUEL 8601 DEC	72.53			20 62000	485		10205
109255139									
3	12/07/25	FUEL 8668 DEC	0.00			20 62000	485		10205
109255139									
4	12/07/25	FUEL OES	0.00			20 62000	307		10205
109255139									
5	12/07/25	FUEL U8632 DEC	95.93			40 64000	485		10205
109255139									
8	12/07/25	FUEL U8632 DEC	95.93			50 65000	485		10205
109255139									
9	12/07/25	FUEL U8634 DEC	0.00			40 64000	485		10205
109255139									
10	12/07/25	FUEL U8634 DEC	0.00			50 65000	485		10205
109255139									
11	12/07/25	FUEL U8636 DEC	43.38			50 65000	485		10205
109255139									
12	12/07/25	FUEL U8636 DEC	43.39			40 64000	485		10205
109255139									
13	12/07/25	REBATE ADJUSTMENT	-2.50			20 62000	485		10205
109255139									

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
14	12/07/25	REBATE ADJUSTMENT	-2.20			40 64000	485		10205
109255139									
15	12/07/25	REBATE ADJUSTMENT	-2.20			50 65000	485		10205
109255139									
Total for Vendor:			430.25						
12028	50649S	473 WHITE BRENNER LLP	13,035.13						
FOR LEGAL SERVICES OCT 2025									
1		OCT SOLID WASTE LEGAL	0.00			60 66000	327		10205
2	11/25/25	OCT REAL ESTATE/LAND USE	1,194.23*			20 62000	327		10205
53892 NOV									
3		OCT REAL ESTATE/LAND USE	0.00			40 64000	327		10205
4		OCT WATER LEGAL	0.00			40 64000	327		10205
5		OCT WATER LEGAL	0.00			50 65000	327		10205
6	11/25/25	OCT STEINBECK V SLO	7,956.14*			50 65000	332		10205
53887 NOV									
7		OCT FIRE LEGAL	0.00*			20 62000	327		10205
8	11/25/25	OCT SEWER LEGAL	64.78			40 64000	327		10205
53889 NOV									
9		OCT SEWER LEGAL	0.00			50 65000	327		10205
10		OCT CONTRACTS	0.00*			20 62000	327		10205
11	11/25/25	OCT CONTRACTS	323.90			40 64000	327		10205
53890 NOV									
12		OCT CONTRACTS	0.00			50 65000	327		10205
13		OCT SEIU MOU LEGAL	0.00			50 65000	331		10205
14	11/25/25	OCT HR LEGAL	324.31*			20 62000	333		10205
53888 NOV									
15		OCT HR LEGAL	0.00			30 63000	333		10205
16		OCT HR LEGAL	0.00			40 64000	333		10205
17		OCT HR LEGAL	0.00			50 65000	333		10205
18		OCT HR LEGAL	0.00			60 66000	333		10205
19	11/25/25	OCT GENERAL LEGAL - ADMIN	314.84*			20 62000	327		10205
53886 NOV									
20	11/25/25	OCT GENERAL LEGAL - ADMIN	70.80			30 63000	327		10205
53886 NOV									
21	11/25/25	OCT GENERAL LEGAL - ADMIN	719.26			40 64000	327		10205
53886 NOV									

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
22 53886	11/25/25 NOV	OCT GENERAL LEGAL - ADMIN	712.70			50 65000	327		10205
23 53886	11/25/25 NOV	OCT GENERAL LEGAL - ADMIN	26.24			60 66000	327		10205
24 53893	11/25/25 NOV	OCT BOARD MEMBER REQUESTS	42.07*			20 62000	327		10205
25 53893	11/25/25 NOV	OCT BOARD MEMBER REQUESTS	4.38			30 63000	327		10205
26 53893	11/25/25 NOV	OCT BOARD MEMBER REQUESTS	63.10			40 64000	327		10205
27 53893	11/25/25 NOV	OCT BOARD MEMBER REQUESTS	62.22			50 65000	327		10205
28 53893	11/25/25 NOV	OCT BOARD MEMBER REQUESTS	3.51			60 66000	327		10205
29 53891	11/25/25 NOV	OCT LABOR & EMPLOYMENT	1,133.65*			20 62000	333		10205
30		OCT LABOR & EMPLOYMENT	0.00			30 63000	333		10205
31		OCT LABOR & EMPLOYMENT	0.00			40 64000	333		10205
32		OCT LABOR & EMPLOYMENT	0.00			50 65000	333		10205
33		OCT LABOR & EMPLOYMENT	0.00			60 66000	333		10205
34		OCT LITIGATION	0.00*			20 62000	327		10205
35		OCT LITIGATION	0.00			30 63000	327		10205
36		OCT LITIGATION	0.00			40 64000	327		10205
37		OCT LITIGATION	0.00			50 65000	327		10205
38		OCT LITIGATION	0.00			60 66000	327		10205
39		OCT PRA	0.00*			20 62000	319		10205
40		OCT PRA	0.00			30 63000	319		10205
41 53886	11/25/25 NOV	OCT PRA	19.00			40 64000	319		10205
42		OCT PRA	0.00			50 65000	319		10205
43		OCT PRA	0.00			60 66000	319		10205
12065	50668S	473 WHITE BRENNER LLP FOR LEGAL SERVICES NOV 2025	23,187.53						
1		NOV SOLID WASTE LEGAL	0.00			60 66000	327		10205
2 83987	12/11/25 DEC	NOV REAL ESTATE/LAND USE	1,332.73*			20 62000	327		10205

* ... Over spent expenditure

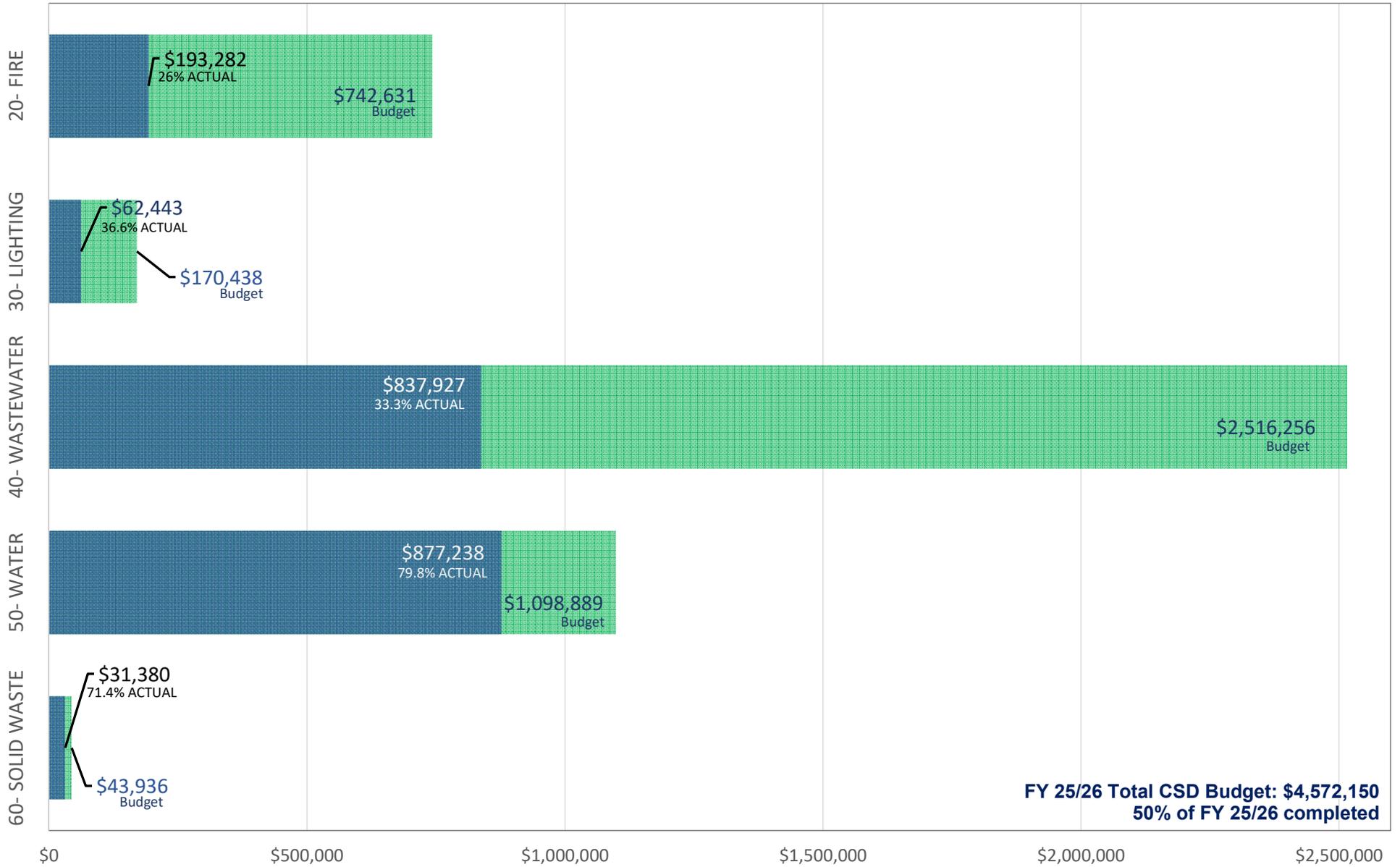
Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3 83987	12/11/25 DEC	NOV REAL ESTATE/LAND USE	189.60			40 64000	327		10205
4		NOV WATER LEGAL	0.00			40 64000	327		10205
5 53984	12/11/25 DEC	NOV WATER LEGAL	874.53			50 65000	327		10205
6 53983	12/11/25 DEC	NOV STEINBECK V SLO	17,650.89*			50 65000	332		10205
7		NOV FIRE LEGAL	0.00*			20 62000	327		10205
8 53985	12/11/25 DEC	NOV SEWER LEGAL	453.46			40 64000	327		10205
9		NOV SEWER LEGAL	0.00			50 65000	327		10205
10		NOV CONTRACTS	0.00*			20 62000	327		10205
11 53986	12/11/25 DEC	NOV CONTRACTS	583.02			40 64000	327		10205
12		NOV CONTRACTS	0.00			50 65000	327		10205
13		NOV SEIU MOU LEGAL	0.00			50 65000	331		10205
14		NOV HR LEGAL	0.00*			20 62000	333		10205
15		NOV HR LEGAL	0.00			30 63000	333		10205
16		NOV HR LEGAL	0.00			40 64000	333		10205
17		NOV HR LEGAL	0.00			50 65000	333		10205
18		NOV HR LEGAL	0.00			60 66000	333		10205
19 53982	12/11/25 DEC	NOV GENERAL LEGAL - ADMIN	824.37*			20 62000	327		10205
20 53982	12/11/25 DEC	NOV GENERAL LEGAL - ADMIN	34.41			30 63000	327		10205
21 53982	12/11/25 DEC	NOV GENERAL LEGAL - ADMIN	514.56			40 64000	327		10205
22 53982	12/11/25 DEC	NOV GENERAL LEGAL - ADMIN	507.68			50 65000	327		10205
23 53982	12/11/25 DEC	NOV GENERAL LEGAL - ADMIN	27.53			60 66000	327		10205
24 53988	12/11/25 DEC	NOV BOARD MEMBER REQUESTS	109.82*			20 62000	327		10205
25 53988	12/11/25 DEC	NOV BOARD MEMBER REQUESTS	39.54			30 63000	327		10205
26 53988	12/11/25 DEC	NOV BOARD MEMBER REQUESTS	22.23			40 64000	327		10205

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
27	12/11/25	NOV BOARD MEMBER REQUESTS	21.92			50 65000	327		10205
53988	DEC								
28	12/11/25	NOV BOARD MEMBER REQUESTS	1.24			60 66000	327		10205
53988	DEC								
29		NOV LABOR & EMPLOYMENT	0.00*			20 62000	333		10205
30		NOV LABOR & EMPLOYMENT	0.00			30 63000	333		10205
31		NOV LABOR & EMPLOYMENT	0.00			40 64000	333		10205
32		NOV LABOR & EMPLOYMENT	0.00			50 65000	333		10205
33		NOV LABOR & EMPLOYMENT	0.00			60 66000	333		10205
34		NOV LITIGATION	0.00*			20 62000	327		10205
35		NOV LITIGATION	0.00			30 63000	327		10205
36		NOV LITIGATION	0.00			40 64000	327		10205
37		NOV LITIGATION	0.00			50 65000	327		10205
38		NOV LITIGATION	0.00			60 66000	327		10205
39		NOV PRA	0.00*			20 62000	319		10205
40		NOV PRA	0.00			30 63000	319		10205
41		NOV PRA	0.00			40 64000	319		10205
42		NOV PRA	0.00			50 65000	319		10205
43		NOV PRA	0.00			60 66000	319		10205
Total for Vendor:			36,222.66						
12048	50669S	318 WILDHORSE PROPANE	325.30						
1	12/05/25	SMF PROPANE	325.30			20 62000	382		10205
U0024146									
Total for Vendor:			325.30						
# of Claims			81	Total:	255,540.75	# of Vendors	34		
Total Electronic Claims			55,624.89						
Total Non-Electronic Claims			199915.86						

Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10205 OPERATING CASH - 5 STAR	10,543.83
30 STREET LIGHTING DEPARTMENT	
10205 OPERATING CASH - 5 STAR	2,624.96
40 WASTEWATER DEPARTMENT	
10205 OPERATING CASH - 5 STAR	153,852.35
50 WATER DEPARTMENT	
10205 OPERATING CASH - 5 STAR	88,069.23
60 SOLID WASTE DEPARTMENT	
10205 OPERATING CASH - 5 STAR	450.38
Total:	255,540.75

P12 2025 San Miguel CSD Revenue Actual vs Budget



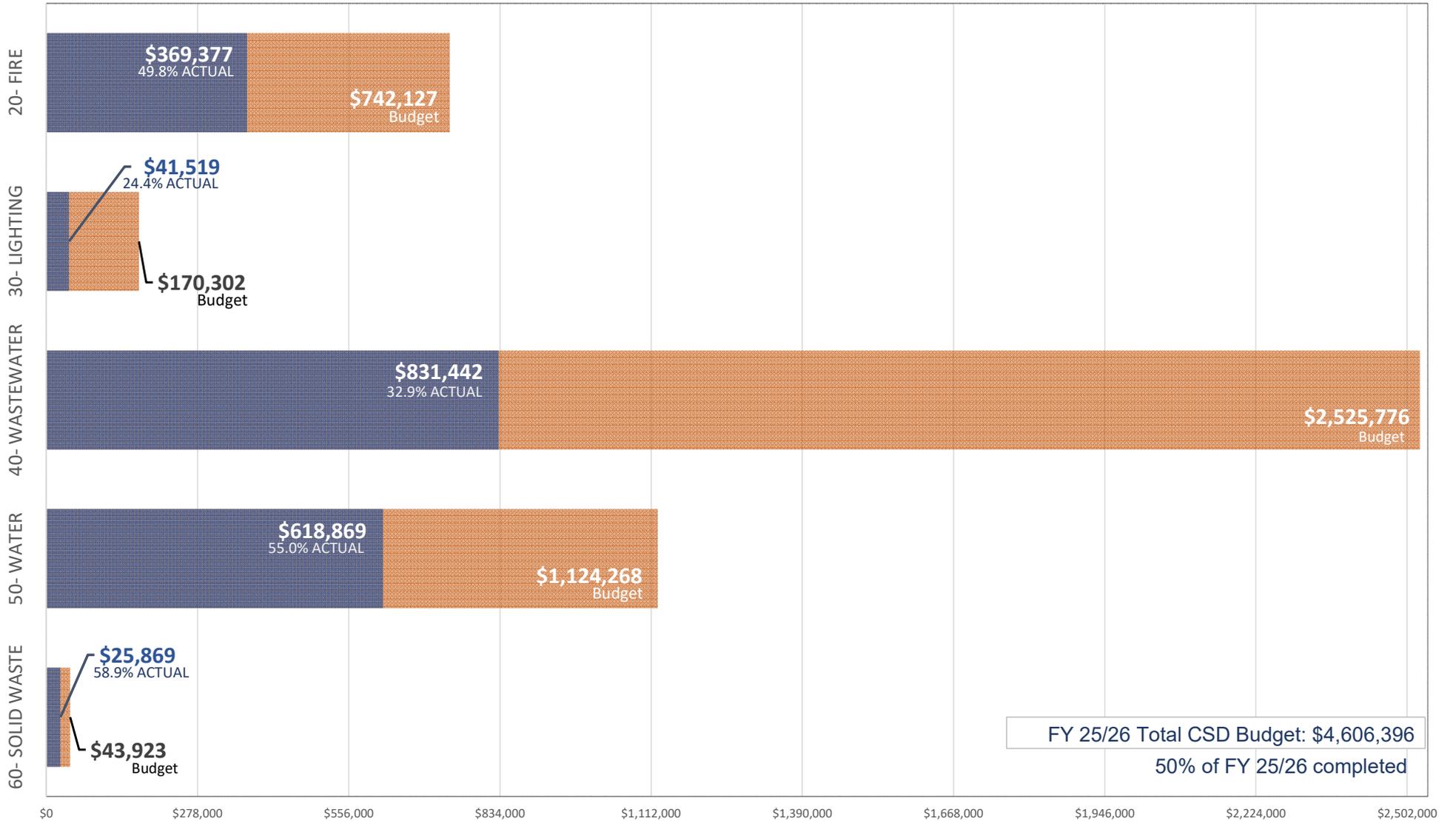
Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40220	Weed Abatement Fees	338.00	2,997.00	0.00	-2,997.00	%
40300	Fireworks Permit Fees	0.00	0.00	4,346.00	4,346.00	0 %
40320	Fire Impact Fees	0.00	0.00	3,000.00	3,000.00	0 %
40420	Ambulance Reimbursement	1,470.94	2,896.27	4,500.00	1,603.73	64 %
40500	State Fire Grants	0.00	19,867.70	73,000.00	53,132.30	27 %
	Account Group Total:	1,808.94	25,760.97	84,846.00	59,085.03	30 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	52,531.00	152,165.90	551,760.00	399,594.10	28 %
	Account Group Total:	52,531.00	152,165.90	551,760.00	399,594.10	28 %
46000	Interest Revenue					
46000	Interest Revenue	2,117.16	12,650.98	0.00	-12,650.98	%
46012	Fire Transfers from Cap Reserve	0.00	0.00	102,025.00	102,025.00	0 %
46151	Refund/Adjustments	83.33	156.07	0.00	-156.07	%
46153	Plan Check Fees and Inspections	0.00	2,548.50	4,000.00	1,451.50	64 %
	Account Group Total:	2,200.49	15,355.55	106,025.00	90,669.45	14 %
	Fund Total:	56,540.43	193,282.42	742,631.00	549,348.58	26 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	16,167.33	46,815.51	170,438.00	123,622.49	27 %
	Account Group Total:	16,167.33	46,815.51	170,438.00	123,622.49	27 %
46000	Interest Revenue					
46000	Interest Revenue	1,344.86	13,727.43	0.00	-13,727.43	%
46100	Realized Earnings	-256.85	1,733.15	0.00	-1,733.15	%
46150	Miscellaneous Income	0.00	150.00	0.00	-150.00	%
46151	Refund/Adjustments	9.26	17.34	0.00	-17.34	%
	Account Group Total:	1,097.27	15,627.92	0.00	-15,627.92	%
	Fund Total:	17,264.60	62,443.43	170,438.00	107,994.57	37 %
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	0.00	18,418.02	0.00	-18,418.02	%
40900	Wastewater Sales	101,528.29	604,898.68	1,266,778.00	661,879.32	48 %
40901	Riverzone Surcharge	1,551.70	9,310.20	18,388.00	9,077.80	51 %
40910	Wastewater Late Charges	2,099.16	11,224.02	0.00	-11,224.02	%
	Account Group Total:	105,179.15	643,850.92	1,285,166.00	641,315.08	50 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	8,191.06	24,657.24	86,090.00	61,432.76	29 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
	Account Group Total:	8,191.06	24,657.24	86,090.00	61,432.76	29 %
46000	Interest Revenue					
46000	Interest Revenue	8,054.89	53,942.70	0.00	-53,942.70	%
46003	CWSRF Grants	0.00	0.00	400,000.00	400,000.00	0 %
46014	Wastewater Transfers from Cap Reserve	0.00	0.00	600,000.00	600,000.00	0 %
46100	Realized Earnings	1,892.88	10,161.37	0.00	-10,161.37	%
46150	Miscellaneous Income	0.00	1,412.10	0.00	-1,412.10	%
46151	Refund/Adjustments	86.42	14,422.51	0.00	-14,422.51	%
46155	Will Serve Processing Fees	200.00	200.00	0.00	-200.00	%
46200	Wastewater Receiving	0.00	89,280.00	145,000.00	55,720.00	62 %
	Account Group Total:	10,234.19	169,418.68	1,145,000.00	975,581.32	15 %
	Fund Total:	123,604.40	837,926.84	2,516,256.00	1,678,329.16	33 %
50 WATER DEPARTMENT						
41000	Water Sales					
41000	Water Sales	82,003.43	563,949.35	1,033,489.00	469,539.65	55 %
41001	Water Connection Fees	0.00	18,381.73	0.00	-18,381.73	%
41003	Water Surcharge	45.00	270.00	400.00	130.00	68 %
41005	Water Late Charges	1,942.55	10,783.23	0.00	-10,783.23	%
41010	Water Meter Fees	0.00	966.00	0.00	-966.00	%
	Account Group Total:	83,990.98	594,350.31	1,033,889.00	439,538.69	57 %
46000	Interest Revenue					
46000	Interest Revenue	1,255.52	9,175.56	0.00	-9,175.56	%
46006	IRWM Grants	0.00	270,000.00	0.00	-270,000.00	%
46015	Water Transfers from Cap Reserve	0.00	0.00	65,000.00	65,000.00	0 %
46100	Realized Earnings	64.15	453.55	0.00	-453.55	%
46150	Miscellaneous Income	0.00	2,827.70	0.00	-2,827.70	%
46151	Refund/Adjustments	123.45	231.22	0.00	-231.22	%
46155	Will Serve Processing Fees	200.00	200.00	0.00	-200.00	%
	Account Group Total:	1,643.12	282,888.03	65,000.00	-217,888.03	435 %
	Fund Total:	85,634.10	877,238.34	1,098,889.00	221,650.66	80 %
60 SOLID WASTE DEPARTMENT						
46000	Interest Revenue					
46000	Interest Revenue	515.08	3,106.19	0.00	-3,106.19	%
46005	Franchise Fees	4,637.78	28,021.30	43,936.00	15,914.70	64 %
46150	Miscellaneous Income	0.00	240.56	0.00	-240.56	%
46151	Refund/Adjustments	6.17	11.55	0.00	-11.55	%
	Account Group Total:	5,159.03	31,379.60	43,936.00	12,556.40	71 %
	Fund Total:	5,159.03	31,379.60	43,936.00	12,556.40	71 %

Grand Total: 288,202.56 2,002,270.63 4,572,150.00 2,569,879.37 44 %

Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT	56,540.43	193,282.42	742,631.00	549,348.58	26 %
30 STREET LIGHTING DEPARTMENT	17,264.60	62,443.43	170,438.00	107,994.57	37 %
40 WASTEWATER DEPARTMENT	123,604.40	837,926.84	2,516,256.00	1,678,329.16	33 %
50 WATER DEPARTMENT	85,634.10	877,238.34	1,098,889.00	221,650.66	80 %
60 SOLID WASTE DEPARTMENT	5,159.03	31,379.60	43,936.00	12,556.40	71 %
Grand Total:	288,202.56	2,002,270.63	4,572,150.00	2,569,879.37	44 %

P12 2025 San Miguel CSD Operating Expenditures Actual vs Budget



Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
62000 Fire							
62000 Fire							
	105 Salaries and Wages	12,159.49	75,735.34	139,000.00	139,000.00	63,264.66	54%
	111 BOD Stipend	72.00	984.00	1,000.00	1,000.00	16.00	98%
	120 Workers' Compensation	0.00	10,330.99	44,000.00	44,000.00	33,669.01	23%
	121 Physicals	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
	125 Volunteer Firefighter Stipends	8,154.05	61,788.05	117,000.00	117,000.00	55,211.95	53%
	135 Payroll Tax - FICA/SS	489.87	3,665.79	7,500.00	7,500.00	3,834.21	49%
	140 Payroll Tax - Medicare	295.60	1,957.81	4,000.00	4,000.00	2,042.19	49%
	155 Payroll Tax - SUI	75.84	469.53	2,000.00	2,000.00	1,530.47	23%
	160 Payroll Tax - ETT	1.98	12.32	300.00	300.00	287.68	4%
	205 Insurance - Health	1,751.57	10,549.33	15,000.00	15,000.00	4,450.67	70%
	210 Insurance - Dental	75.93	413.39	800.00	800.00	386.61	52%
	215 Insurance - Vision	10.83	61.22	200.00	200.00	138.78	31%
	225 Retirement - PERS Expense	1,535.37	9,190.46	18,000.00	18,000.00	8,809.54	51%
	230 457 ER Contribution Benefit	9.98	6,341.55	4,000.00	4,000.00	-2,341.55	159%
	305 Operations & Maintenance	67.70	1,022.78	5,000.00	5,000.00	3,977.22	20%
	310 Phone & Fax Expense	0.00	296.38	1,200.00	1,200.00	903.62	25%
	315 Postage, Shipping & Freight	0.00	152.58	500.00	500.00	347.42	31%
	319 Legal: P.R.A.s - Professional Svcs	0.00	727.00	500.00	500.00	-227.00	145%
	320 Printing & Reproduction	0.00	0.00	500.00	500.00	500.00	0%
	321 IT Services - Professional Svcs	904.16	5,434.96	10,000.00	10,000.00	4,565.04	54%
	323 Auditor - Professional Svcs	0.00	2,700.00	5,000.00	5,000.00	2,300.00	54%
	325 Accounting - Professional Svcs	508.95	8,345.38	4,000.00	4,000.00	-4,345.38	209%
	326 Engineering - Professional Svcs	0.00	0.00	3,000.00	3,000.00	3,000.00	0%
	327 Legal: General - Professional Svcs	3,818.06	14,283.10	8,000.00	8,000.00	-6,283.10	179%
	328 Insurance - Prop & Liability	500.00	24,914.86	25,000.00	25,000.00	85.14	100%
	333 Legal: HR - Professional Svcs	1,457.96	7,507.10	2,500.00	2,500.00	-5,007.10	300%
	334 Maintenance Agreements	126.71	2,265.83	2,000.00	2,000.00	-265.83	113%
	335 Meals	0.00	0.00	500.00	500.00	500.00	0%
	340 Meetings and Conferences	0.00	520.00	3,500.00	3,500.00	2,980.00	15%
	341 Space Rental	40.50	431.25	1,000.00	1,000.00	568.75	43%
	345 Mileage Expense Reimbursement	0.00	0.00	500.00	500.00	500.00	0%
	348 Safety Equipment and Supplies	0.00	2,281.33	2,500.00	2,500.00	218.67	91%
	350 Repairs & Maint - Computers	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
	351 Repairs & Maint - Equip	940.04	5,464.14	5,000.00	5,000.00	-464.14	109%
	352 Repairs & Maint - Structures	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
	354 Repairs & Maint - Vehicles	0.00	792.16	5,000.00	5,000.00	4,207.84	16%
	359 Testing & Supplies - Other	0.00	0.00	500.00	500.00	500.00	0%
	370 Dispatch Services (Fire)	0.00	21,520.86	17,500.00	17,500.00	-4,020.86	123%
	375 Internet Expenses	211.74	1,679.40	2,000.00	2,000.00	320.60	84%
	376 Web Page - Upgrade/Maint	0.00	1,149.04	1,000.00	1,000.00	-149.04	115%
	380 Utilities - Alarm Service	38.00	190.00	500.00	500.00	310.00	38%
	381 Utilities - Electric	128.10	190.21	2,500.00	2,500.00	2,309.79	8%
	382 Utilities - Propane	325.30	456.81	2,500.00	2,500.00	2,043.19	18%
	384 Utilities - Water/Sewer	245.41	1,645.81	2,000.00	2,000.00	354.19	82%
	385 Dues and Subscriptions	0.00	4,806.55	8,500.00	8,500.00	3,693.45	57%
	386 Education and Training	0.00	60.00	7,000.00	7,000.00	6,940.00	1%
	393 Advertising and Public Notices	309.88	574.93	4,000.00	4,000.00	3,425.07	14%
	394 LAFCO Allocations	0.00	2,053.86	7,800.00	7,800.00	5,746.14	26%

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
395	Community Outreach	80.00	232.00	6,000.00	6,000.00	5,768.00	4%
405	Software	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
410	Office Supplies	0.00	144.13	2,000.00	2,000.00	1,855.87	7%
445	CPR/FIRST AID TRAINING MATERIAL	0.00	0.00	500.00	500.00	500.00	0%
450	EMS Supplies	0.00	768.07	3,000.00	3,000.00	2,231.93	26%
455	Fire Safety Gear & Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
456	Fire Grants	0.00	0.00	53,000.00	53,000.00	53,000.00	0%
457	CFF Grant - California Fire Grant	0.00	0.00	20,000.00	20,000.00	20,000.00	0%
458	Grants- Professional Services	0.00	637.50	7,000.00	7,000.00	6,362.50	9%
465	Cell phones, Radios and Pagers	280.79	1,511.85	1,000.00	1,000.00	-511.85	151%
470	Communication Equipment	0.00	823.03	2,000.00	2,000.00	1,176.97	41%
475	Computer Supplies & Upgrades	0.00	1,064.44	4,000.00	4,000.00	2,935.56	27%
485	Fuel Expense	254.87	2,740.25	6,500.00	6,500.00	3,759.75	42%
490	Small Tools & Equipment	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
495	Uniform Expense	305.66	2,055.77	4,000.00	4,000.00	1,944.23	51%
502	Capital Outlay- Fire	0.00	0.00	14,127.00	14,127.00	14,127.00	0%
503	Weed Abatement Costs	0.00	18.00	6,000.00	6,000.00	5,982.00	0%
510	Fire Station Renovation	0.00	0.00	4,000.00	4,000.00	4,000.00	0%
511	Fire- Temp Housing Unit	0.00	1,855.12	0.00	0.00	-1,855.12	0%
512	Fire- Escrow Temp Housing Unit	0.00	3,216.00	0.00	0.00	-3,216.00	0%
710	County Hazmat Dues	0.00	2,210.00	3,000.00	3,000.00	790.00	74%
820	Fireworks Clean Up	0.00	500.00	500.00	500.00	0.00	100%
949	Lease agreements	0.00	0.00	8,000.00	8,000.00	8,000.00	0%
960	Property Tax Expense	0.00	0.00	200.00	200.00	200.00	0%
981	Debt Svcs Equipt - Principle	0.00	36,397.19	38,000.00	38,000.00	1,602.81	96%
982	Debt Svcs Equipt - Interest	0.00	10,685.50	10,000.00	10,000.00	-685.50	107%
983	Debt Svcs Structure- Principle	0.00	6,486.41	24,000.00	24,000.00	17,513.59	27%
984	Debt Svcs Structure - Interest	0.00	3,663.20	11,000.00	11,000.00	7,336.80	33%
990	Retirement/Health Ins Liability	0.00	1,402.67	3,500.00	3,500.00	2,097.33	40%
	Account Total:	35,176.34	369,377.23	742,127.00	742,127.00	372,749.77	50%
	Account Group Total:	35,176.34	369,377.23	742,127.00	742,127.00	372,749.77	50%
	Fund Total:	35,176.34	369,377.23	742,127.00	742,127.00	372,749.77	50%
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000	Lighting						
105	Salaries and Wages	1,150.98	7,847.18	21,470.00	21,470.00	13,622.82	37%
111	BOD Stipend	9.00	114.00	144.00	144.00	30.00	79%
120	Workers' Compensation	0.00	88.21	50.00	50.00	-38.21	176%
121	Physicals	0.00	0.00	50.00	50.00	50.00	0%
135	Payroll Tax - FICA/SS	0.57	5.82	55.00	55.00	49.18	11%
140	Payroll Tax - Medicare	16.88	110.61	308.00	308.00	197.39	36%
155	Payroll Tax - SUI	0.33	3.48	73.00	73.00	69.52	5%
160	Payroll Tax - ETT	0.00	0.09	23.00	23.00	22.91	0%
205	Insurance - Health	214.86	1,293.57	3,260.00	3,260.00	1,966.43	40%
210	Insurance - Dental	12.87	53.31	137.00	137.00	83.69	39%
215	Insurance - Vision	0.82	5.99	21.00	21.00	15.01	29%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 25

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
225	Retirement - PERS Expense	134.90	1,044.94	2,311.00	2,311.00	1,266.06	45%
230	457 ER Contribution Benefit	3.18	235.67	400.00	400.00	164.33	59%
305	Operations & Maintenance	5.76	41.09	1,500.00	1,500.00	1,458.91	3%
310	Phone & Fax Expense	0.00	29.43	500.00	500.00	470.57	6%
315	Postage, Shipping & Freight	0.00	5.61	100.00	100.00	94.39	6%
319	Legal: P.R.A.s - Professional Svcs	0.00	0.00	150.00	150.00	150.00	0%
320	Printing & Reproduction	0.00	0.00	150.00	150.00	150.00	0%
321	IT Services - Professional Svcs	90.89	545.34	1,365.00	1,365.00	819.66	40%
323	Auditor - Professional Svcs	0.00	300.00	800.00	800.00	500.00	38%
325	Accounting - Professional Svcs	56.55	905.87	800.00	800.00	-105.87	113%
326	Engineering - Professional Svcs	505.00	505.00	5,000.00	5,000.00	4,495.00	10%
327	Legal: General - Professional Svcs	149.13	568.60	3,000.00	3,000.00	2,431.40	19%
328	Insurance - Prop & Liability	0.00	2,712.77	2,500.00	2,500.00	-212.77	109%
329	New Hire Screening	0.00	0.00	100.00	100.00	100.00	0%
330	Contract Labor	0.00	0.00	2,500.00	2,500.00	2,500.00	0%
331	Legal: SMEA - Professional Svcs	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
333	Legal: HR - Professional Svcs	0.00	161.26	1,500.00	1,500.00	1,338.74	11%
334	Maintenance Agreements	14.08	267.58	1,760.00	1,760.00	1,492.42	15%
335	Meals	0.00	0.00	150.00	150.00	150.00	0%
340	Meetings and Conferences	0.00	0.00	350.00	350.00	350.00	0%
341	Space Rental	4.50	47.25	150.00	150.00	102.75	32%
345	Mileage Expense Reimbursement	0.00	0.00	150.00	150.00	150.00	0%
348	Safety Equipment and Supplies	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
350	Repairs & Maint - Computers	0.00	0.00	150.00	150.00	150.00	0%
351	Repairs & Maint - Equip	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
352	Repairs & Maint - Structures	0.00	0.00	500.00	500.00	500.00	0%
353	Repairs & Maint - Infrastructure	0.00	9,514.56	18,000.00	18,000.00	8,485.44	53%
354	Repairs & Maint - Vehicles	0.00	0.00	500.00	500.00	500.00	0%
375	Internet Expenses	69.33	466.33	700.00	700.00	233.67	67%
376	Web Page - Upgrade/Maint	0.00	174.33	150.00	150.00	-24.33	116%
381	Utilities - Electric	1,424.77	8,363.24	20,000.00	20,000.00	11,636.76	42%
384	Utilities - Water/Sewer	178.36	2,859.21	7,500.00	7,500.00	4,640.79	38%
385	Dues and Subscriptions	0.00	281.73	800.00	800.00	518.27	35%
386	Education and Training	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
393	Advertising and Public Notices	0.00	0.00	500.00	500.00	500.00	0%
394	LAFCO Allocations	0.00	2,053.86	2,000.00	2,000.00	-53.86	103%
395	Community Outreach	0.00	0.00	150.00	150.00	150.00	0%
410	Office Supplies	0.00	13.55	500.00	500.00	486.45	3%
465	Cell phones, Radios and Pagers	16.59	104.12	250.00	250.00	145.88	42%
475	Computer Supplies & Upgrades	0.00	9.03	0.00	0.00	-9.03	0%
485	Fuel Expense	0.00	0.00	200.00	200.00	200.00	0%
490	Small Tools & Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
495	Uniform Expense	0.00	0.00	100.00	100.00	100.00	0%
500	Capital Outlay	0.00	0.00	50,000.00	50,000.00	50,000.00	0%
715	Licenses, Permits and Fees	0.00	0.00	200.00	200.00	200.00	0%
925	Bank Fees	0.00	0.00	25.00	25.00	25.00	0%
940	Bank Service Charges	0.00	0.00	50.00	50.00	50.00	0%
949	Lease agreements	110.00	660.00	2,500.00	2,500.00	1,840.00	26%
990	Retirement/Health Ins Liability	0.00	126.63	700.00	700.00	573.37	18%

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
	Account Total:	4,169.35	41,519.26	170,302.00	170,302.00	128,782.74	24%
	Account Group Total:	4,169.35	41,519.26	170,302.00	170,302.00	128,782.74	24%
	Fund Total:	4,169.35	41,519.26	170,302.00	170,302.00	128,782.74	24%
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
	105 Salaries and Wages	13,610.70	90,154.25	290,000.00	290,000.00	199,845.75	31%
	111 BOD Stipend	108.00	1,476.00	1,632.00	1,632.00	156.00	90%
	120 Workers' Compensation	0.00	9,395.33	15,000.00	15,000.00	5,604.67	63%
	121 Physicals	0.00	95.00	150.00	150.00	55.00	63%
	135 Payroll Tax - FICA/SS	6.69	73.59	1,151.00	1,151.00	1,077.41	6%
	140 Payroll Tax - Medicare	198.89	1,273.63	4,898.00	4,898.00	3,624.37	26%
	150 Payroll Tax - SDI	0.00	0.00	235.00	235.00	235.00	0%
	155 Payroll Tax - SUI	4.11	45.21	1,354.00	1,354.00	1,308.79	3%
	160 Payroll Tax - ETT	0.12	1.23	335.00	335.00	333.77	0%
	205 Insurance - Health	2,679.18	14,639.73	65,111.00	65,111.00	50,471.27	22%
	210 Insurance - Dental	162.45	703.20	2,843.00	2,843.00	2,139.80	25%
	215 Insurance - Vision	13.69	84.72	365.00	365.00	280.28	23%
	225 Retirement - PERS Expense	1,464.62	11,005.57	31,762.00	31,762.00	20,756.43	35%
	230 457 ER Contribution Benefit	55.62	2,388.25	2,090.00	2,090.00	-298.25	114%
	305 Operations & Maintenance	506.44	1,210.46	10,000.00	10,000.00	8,789.54	12%
	310 Phone & Fax Expense	0.00	312.30	1,200.00	1,200.00	887.70	26%
	315 Postage, Shipping & Freight	0.00	52.48	400.00	400.00	347.52	13%
	319 Legal: P.R.A.s - Professional Svcs	19.00	114.00	1,000.00	1,000.00	886.00	11%
	320 Printing & Reproduction	0.00	0.00	500.00	500.00	500.00	0%
	321 IT Services - Professional Svcs	887.28	5,234.48	14,700.00	14,700.00	9,465.52	36%
	323 Auditor - Professional Svcs	0.00	2,800.00	5,000.00	5,000.00	2,200.00	56%
	325 Accounting - Professional Svcs	527.80	8,449.00	5,000.00	5,000.00	-3,449.00	169%
	326 Engineering - Professional Svcs	35,395.87	60,950.99	20,000.00	20,000.00	-40,950.99	305%
	327 Legal: General - Professional Svcs	2,933.91	14,567.78	20,000.00	20,000.00	5,432.22	73%
	328 Insurance - Prop & Liability	0.00	23,621.87	27,000.00	27,000.00	3,378.13	87%
	329 New Hire Screening	0.00	0.00	100.00	100.00	100.00	0%
	330 Contract Labor	0.00	250.00	5,000.00	5,000.00	4,750.00	5%
	331 Legal: SMEA - Professional Svcs	0.00	216.12	3,500.00	3,500.00	3,283.88	6%
	333 Legal: HR - Professional Svcs	0.00	2,600.57	5,000.00	5,000.00	2,399.43	52%
	334 Maintenance Agreements	131.39	6,849.96	7,500.00	7,500.00	650.04	91%
	335 Meals	0.00	0.00	150.00	150.00	150.00	0%
	340 Meetings and Conferences	0.00	0.00	500.00	500.00	500.00	0%
	341 Space Rental	42.00	449.00	1,500.00	1,500.00	1,051.00	30%
	345 Mileage Expense Reimbursement	0.00	173.60	500.00	500.00	326.40	35%
	348 Safety Equipment and Supplies	0.00	1,175.70	2,000.00	2,000.00	824.30	59%
	349 Repairs & Maint - Mission Gardens	673.36	4,615.53	10,000.00	10,000.00	5,384.47	46%
	350 Repairs & Maint - Computers	0.00	0.00	1,600.00	1,600.00	1,600.00	0%
	351 Repairs & Maint - Equip	1,882.19	9,174.49	5,000.00	5,000.00	-4,174.49	183%
	352 Repairs & Maint - Structures	0.00	0.00	1,500.00	1,500.00	1,500.00	0%
	353 Repairs & Maint - Infrastructure	4,440.00	5,447.74	10,000.00	10,000.00	4,552.26	54%

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
354	Repairs & Maint - Vehicles	102.50	1,492.01	5,000.00	5,000.00	3,507.99	30%
355	Testing & Supplies (WWTP)	1,596.60	8,318.87	45,000.00	45,000.00	36,681.13	18%
361	Contract Operations	11,231.64	41,864.95	80,000.00	80,000.00	38,135.05	52%
374	CSD Utilities - Billing Services	344.93	1,703.79	4,250.00	4,250.00	2,546.21	40%
375	Internet Expenses	1,095.25	5,785.63	12,000.00	12,000.00	6,214.37	48%
376	Web Page - Upgrade/Maint	0.00	1,879.12	1,500.00	1,500.00	-379.12	125%
379	Utilities - Electric Mission	118.64	566.64	1,500.00	1,500.00	933.36	38%
380	Utilities - Alarm Service	55.00	275.00	850.00	850.00	575.00	32%
381	Utilities - Electric	7,813.32	59,922.00	125,000.00	125,000.00	65,078.00	48%
382	Utilities - Propane	0.00	38.00	150.00	150.00	112.00	25%
383	Utilities - Trash	59.65	357.90	1,000.00	1,000.00	642.10	36%
384	Utilities - Water/Sewer	93.00	533.01	3,500.00	3,500.00	2,966.99	15%
385	Dues and Subscriptions	0.00	2,629.48	5,000.00	5,000.00	2,370.52	53%
386	Education and Training	0.00	55.00	2,500.00	2,500.00	2,445.00	2%
393	Advertising and Public Notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
394	LAFCO Allocations	0.00	2,053.86	2,500.00	2,500.00	446.14	82%
395	Community Outreach	0.00	102.60	1,000.00	1,000.00	897.40	10%
396	Utilities - SoCal Gas	20.88	115.95	500.00	500.00	384.05	23%
410	Office Supplies	0.00	151.56	2,000.00	2,000.00	1,848.44	8%
432	Utility Rate Design Study	0.00	0.00	20,000.00	20,000.00	20,000.00	0%
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0%
465	Cell phones, Radios and Pagers	149.60	938.33	2,400.00	2,400.00	1,461.67	39%
475	Computer Supplies & Upgrades	0.00	851.06	1,000.00	1,000.00	148.94	85%
485	Fuel Expense	1,101.22	3,845.00	6,000.00	6,000.00	2,155.00	64%
490	Small Tools & Equipment	0.00	0.00	4,000.00	4,000.00	4,000.00	0%
495	Uniform Expense	0.00	79.36	1,500.00	1,500.00	1,420.64	5%
545	Sewer System Mgmt Plan (SSMP)	24,950.00	24,950.00	15,000.00	25,000.00	50.00	100%
546	Master Plans	0.00	10,643.75	65,000.00	65,000.00	54,356.25	16%
560	Sewer Line Repairs	0.00	0.00	50,000.00	50,000.00	50,000.00	0%
580	Mission Gardens Lift Station	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
582	WWTP Plant Maintenance	7,727.38	78,916.02	60,000.00	60,000.00	-18,916.02	132%
583	WWTF Drying Pond Maintenance	0.00	35,758.41	25,000.00	25,000.00	-10,758.41	143%
584	WWTP Perc Ponds	0.00	14,325.00	0.00	0.00	-14,325.00	0%
585	Sludge Removal Project	0.00	17,550.00	25,000.00	25,000.00	7,450.00	70%
587	WWTF Final Design/Construction	15,504.00	137,062.51	150,000.00	150,000.00	12,937.49	91%
651	Regulatory Compliance	0.00	23,781.88	80,000.00	80,000.00	56,218.12	30%
705	Waste Discharge Fees/Permits	32,832.50	34,200.00	45,000.00	45,000.00	10,800.00	76%
715	Licenses, Permits and Fees	627.00	1,601.50	6,000.00	6,000.00	4,398.50	27%
805	Refundable Water/Sewer/Hydrant	0.00	0.00	100.00	100.00	100.00	0%
908	Cash Over/Cash Short	0.00	-0.93	100.00	100.00	100.93	-1%
925	Bank Fees	0.00	77.00	100.00	100.00	23.00	77%
940	Bank Service Charges	0.00	0.00	100.00	100.00	100.00	0%
949	Lease agreements	990.00	5,940.00	18,000.00	18,000.00	12,060.00	33%
950	WWTF Exp MBR	0.00	0.00	500,000.00	500,000.00	500,000.00	0%
960	Property Tax Expense	0.00	0.00	150.00	150.00	150.00	0%
963	Collection System Projects	0.00	21,586.75	100,000.00	100,000.00	78,413.25	22%
964	Septic to Sewer Project	0.00	0.00	20,000.00	20,000.00	20,000.00	0%
970	WWTF Long Term Maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0%
971	Loan Principal Payment	0.00	0.00	150,000.00	150,000.00	150,000.00	0%
972	Loan Interest Payment	0.00	0.00	150,000.00	150,000.00	150,000.00	0%

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
990	Retirement/Health Ins Liability	0.00	11,889.38	40,000.00	40,000.00	28,110.62	30%
	Account Total:	172,156.42	831,442.17	2,515,776.00	2,525,776.00	1,694,333.83	33%
	Account Group Total:	172,156.42	831,442.17	2,515,776.00	2,525,776.00	1,694,333.83	33%
	Fund Total:	172,156.42	831,442.17	2,515,776.00	2,525,776.00	1,694,333.83	33%
50 WATER DEPARTMENT							
65000 Water							
65000	Water						
105	Salaries and Wages	19,341.54	129,838.94	221,238.00	221,238.00	91,399.06	59%
111	BOD Stipend	108.00	1,467.00	2,064.00	2,064.00	597.00	71%
120	Workers' Compensation	0.00	5,948.83	8,500.00	8,500.00	2,551.17	70%
121	Physicals	0.00	95.00	150.00	150.00	55.00	63%
135	Payroll Tax - FICA/SS	6.69	73.23	1,179.00	1,179.00	1,105.77	6%
140	Payroll Tax - Medicare	282.00	1,822.67	4,302.00	4,302.00	2,479.33	42%
150	Payroll Tax - SDI	0.00	0.00	250.00	250.00	250.00	0%
155	Payroll Tax - SUI	4.11	44.97	1,206.00	1,206.00	1,161.03	4%
160	Payroll Tax - ETT	0.12	1.23	237.00	237.00	235.77	1%
205	Insurance - Health	4,165.86	23,962.05	25,208.00	25,208.00	1,245.95	95%
210	Insurance - Dental	206.87	944.88	881.00	881.00	-63.88	107%
215	Insurance - Vision	20.01	120.49	152.00	152.00	31.51	79%
225	Retirement - PERS Expense	1,888.43	13,751.94	24,168.00	24,168.00	10,416.06	57%
230	457 ER Contribution Benefit	88.42	2,608.75	2,104.00	2,104.00	-504.75	124%
305	Operations & Maintenance	506.43	2,267.63	8,000.00	8,000.00	5,732.37	28%
310	Phone & Fax Expense	0.00	312.29	1,200.00	1,200.00	887.71	26%
315	Postage, Shipping & Freight	0.00	152.97	425.00	425.00	272.03	36%
319	Legal: P.R.A.s - Professional Svcs	0.00	38.00	500.00	500.00	462.00	8%
320	Printing & Reproduction	0.00	0.00	500.00	500.00	500.00	0%
321	IT Services - Professional Svcs	1,229.09	7,343.54	14,000.00	14,000.00	6,656.46	52%
323	Auditor - Professional Svcs	0.00	4,000.00	4,300.00	4,300.00	300.00	93%
324	GSA-GSP - Professional Svcs	0.00	0.00	25,000.00	25,000.00	25,000.00	0%
325	Accounting - Professional Svcs	754.00	12,002.50	4,500.00	4,500.00	-7,502.50	267%
326	Engineering - Professional Svcs	16,277.81	30,276.69	35,000.00	35,000.00	4,723.31	87%
327	Legal: General - Professional Svcs	2,179.05	8,900.56	25,000.00	25,000.00	16,099.44	36%
328	Insurance - Prop & Liability	0.00	34,472.93	26,000.00	26,000.00	-8,472.93	133%
329	New Hire Screening	0.00	0.00	100.00	100.00	100.00	0%
330	Contract Labor	0.00	250.00	5,000.00	5,000.00	4,750.00	5%
331	Legal: SMEA - Professional Svcs	0.00	216.12	3,500.00	3,500.00	3,283.88	6%
332	Legal: Steinbeck & Water -	25,607.03	77,725.66	25,000.00	25,000.00	-52,725.66	311%
333	Legal: HR - Professional Svcs	0.00	2,575.91	8,000.00	8,000.00	5,424.09	32%
334	Maintenance Agreements	187.70	7,856.99	6,500.00	6,500.00	-1,356.99	121%
335	Meals	0.00	0.00	100.00	100.00	100.00	0%
340	Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
341	Space Rental	60.00	614.00	1,500.00	1,500.00	886.00	41%
345	Mileage Expense Reimbursement	0.00	0.00	250.00	250.00	250.00	0%
348	Safety Equipment and Supplies	0.00	1,175.73	1,500.00	1,500.00	324.27	78%
350	Repairs & Maint - Computers	0.00	76.11	1,500.00	1,500.00	1,423.89	5%
351	Repairs & Maint - Equip	2,500.37	10,568.37	5,000.00	5,000.00	-5,568.37	211%

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
352	Repairs & Maint - Structures	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
353	Repairs & Maint - Infrastructure	0.00	19,200.56	50,000.00	50,000.00	30,799.44	38%
354	Repairs & Maint - Vehicles	102.50	1,528.04	4,500.00	4,500.00	2,971.96	34%
356	Testing & Supplies - Well #3	52.50	1,026.97	3,500.00	3,500.00	2,473.03	29%
357	Testing & Supplies - Well #4	948.50	3,212.50	3,500.00	3,500.00	287.50	92%
358	Testing & Supplies - SLT Well	334.50	2,427.97	5,000.00	5,000.00	2,572.03	49%
359	Testing & Supplies - Other	1,208.00	5,734.22	6,000.00	6,000.00	265.78	96%
361	Contract Operations	3,495.00	21,781.61	80,000.00	80,000.00	58,218.39	27%
362	Cross-Connection Control Srvcs.	0.00	1,422.50	1,500.00	1,500.00	77.50	95%
374	CSD Utilities - Billing Services	344.95	1,703.85	4,000.00	4,000.00	2,296.15	43%
375	Internet Expenses	3,212.34	11,313.63	14,000.00	14,000.00	2,686.37	81%
376	Web Page - Upgrade/Maint	0.00	2,450.46	1,500.00	1,500.00	-950.46	163%
380	Utilities - Alarm Service	55.00	275.00	1,000.00	1,000.00	725.00	28%
381	Utilities - Electric	5,047.90	41,951.62	75,000.00	75,000.00	33,048.38	56%
382	Utilities - Propane	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
383	Utilities - Trash	59.66	357.96	600.00	600.00	242.04	60%
384	Utilities - Water/Sewer	235.56	1,279.94	2,000.00	2,000.00	720.06	64%
385	Dues and Subscriptions	0.00	3,756.40	6,500.00	6,500.00	2,743.60	58%
386	Education and Training	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
393	Advertising and Public Notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
394	LAFCO Allocations	0.00	2,053.86	1,800.00	1,800.00	-253.86	114%
395	Community Outreach	0.00	102.60	1,200.00	1,200.00	1,097.40	9%
396	Utilities - SoCal Gas	48.66	254.26	1,000.00	1,000.00	745.74	25%
405	Software	0.00	7,022.20	0.00	0.00	-7,022.20	0%
410	Office Supplies	0.00	155.78	1,000.00	1,000.00	844.22	16%
465	Cell phones, Radios and Pagers	149.30	937.21	2,250.00	2,250.00	1,312.79	42%
475	Computer Supplies & Upgrades	0.00	887.22	2,500.00	2,500.00	1,612.78	35%
481	Chemicals- Well #3	0.00	1,322.88	4,000.00	4,000.00	2,677.12	33%
482	Chemicals- Well #4	0.00	1,441.08	5,000.00	5,000.00	3,558.92	29%
483	Chemicals- SLT Well	0.00	523.05	3,000.00	3,000.00	2,476.95	17%
485	Fuel Expense	137.11	1,352.67	5,000.00	5,000.00	3,647.33	27%
490	Small Tools & Equipment	0.00	0.00	3,000.00	3,000.00	3,000.00	0%
495	Uniform Expense	0.00	79.36	1,500.00	1,500.00	1,420.64	5%
516	Water Projects Well 3	0.00	6,096.09	0.00	0.00	-6,096.09	0%
517	Water Projects Well 4	0.00	6,272.50	0.00	0.00	-6,272.50	0%
518	Water Projects SLT Well	0.00	6,096.09	0.00	0.00	-6,096.09	0%
520	Water Main Valves Replacement	0.00	0.00	25,000.00	25,000.00	25,000.00	0%
525	Water Meter Replacement	0.00	11,949.39	20,000.00	20,000.00	8,050.61	60%
535	Water Lines Repairs	9,160.00	9,160.00	0.00	0.00	-9,160.00	0%
546	Master Plans	0.00	4,292.00	65,000.00	65,000.00	60,708.00	7%
605	USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0%
651	Regulatory Compliance	5,441.37	8,591.19	60,000.00	60,000.00	51,408.81	14%
705	Waste Discharge Fees/Permits	3,373.32	3,373.32	0.00	0.00	-3,373.32	0%
715	Licenses, Permits and Fees	2,508.00	3,482.50	7,000.00	7,000.00	3,517.50	50%
805	Refundable Water/Sewer/Hydrant	0.00	0.00	100.00	100.00	100.00	0%
925	Bank Fees	0.00	75.00	100.00	100.00	25.00	75%
930	Interest Fees	0.00	21,423.03	60,000.00	60,000.00	38,576.97	36%
940	Bank Service Charges	0.00	0.00	100.00	100.00	100.00	0%
949	Lease agreements	990.00	5,940.00	12,000.00	12,000.00	6,060.00	50%
961	SLT Tank and Booster Pump Project	0.00	351.68	0.00	0.00	-351.68	0%

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
962	0.65 MG Tank	0.00	0.00	0.00	24,979.00	24,979.00	0%
966	Reimbursable Engineering	203.50	2,309.00	0.00	0.00	-2,309.00	0%
990	Retirement/Health Ins Liability	0.00	12,395.90	36,125.00	36,125.00	23,729.10	34%
	Account Total:	112,521.20	618,869.07	1,099,289.00	1,124,268.00	505,398.93	55%
	Account Group Total:	112,521.20	618,869.07	1,099,289.00	1,124,268.00	505,398.93	55%
	Fund Total:	112,521.20	618,869.07	1,099,289.00	1,124,268.00	505,398.93	55%
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
66000 SOLID WASTE							
105	Salaries and Wages	1,089.11	7,436.02	13,500.00	13,500.00	6,063.98	55%
111	BOD Stipend	3.00	59.00	144.00	144.00	85.00	41%
120	Workers' Compensation	0.00	84.69	100.00	100.00	15.31	85%
121	Physicals	0.00	0.00	50.00	50.00	50.00	0%
135	Payroll Tax - FICA/SS	0.18	2.76	55.00	55.00	52.24	5%
140	Payroll Tax - Medicare	15.81	104.16	285.00	285.00	180.84	37%
155	Payroll Tax - SUI	0.12	1.74	75.00	75.00	73.26	2%
160	Payroll Tax - ETT	0.00	0.00	21.00	21.00	21.00	0%
205	Insurance - Health	200.86	1,204.04	2,954.00	2,954.00	1,749.96	41%
210	Insurance - Dental	12.30	50.18	125.00	125.00	74.82	40%
215	Insurance - Vision	0.71	5.28	20.00	20.00	14.72	26%
225	Retirement - PERS Expense	129.90	1,013.25	2,144.00	2,144.00	1,130.75	47%
230	457 ER Contribution Benefit	2.80	233.87	400.00	400.00	166.13	58%
305	Operations & Maintenance	5.77	36.55	1,500.00	1,500.00	1,463.45	2%
310	Phone & Fax Expense	0.00	29.43	500.00	500.00	470.57	6%
315	Postage, Shipping & Freight	0.00	3.75	75.00	75.00	71.25	5%
319	Legal: P.R.A.s - Professional Svcs	0.00	0.00	50.00	50.00	50.00	0%
320	Printing & Reproduction	0.00	0.00	50.00	50.00	50.00	0%
321	IT Services - Professional Svcs	60.98	365.88	1,500.00	1,500.00	1,134.12	24%
323	Auditor - Professional Svcs	0.00	200.00	800.00	800.00	600.00	25%
325	Accounting - Professional Svcs	37.70	609.75	500.00	500.00	-109.75	122%
327	Legal: General - Professional Svcs	58.52	491.24	4,000.00	4,000.00	3,508.76	12%
328	Insurance - Prop & Liability	0.00	1,808.51	2,500.00	2,500.00	691.49	72%
329	New Hire Screening	0.00	0.00	50.00	50.00	50.00	0%
331	Legal: SMEA - Professional Svcs	0.00	0.00	500.00	500.00	500.00	0%
333	Legal: HR - Professional Svcs	0.00	136.59	500.00	500.00	363.41	27%
334	Maintenance Agreements	9.38	183.65	1,600.00	1,600.00	1,416.35	11%
341	Space Rental	3.00	33.50	150.00	150.00	116.50	22%
345	Mileage Expense Reimbursement	0.00	0.00	50.00	50.00	50.00	0%
348	Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0%
350	Repairs & Maint - Computers	0.00	0.00	200.00	200.00	200.00	0%
351	Repairs & Maint - Equip	0.00	7,697.24	250.00	250.00	-7,447.24	3079%
352	Repairs & Maint - Structures	0.00	0.00	100.00	100.00	100.00	0%
353	Repairs & Maint - Infrastructure	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
354	Repairs & Maint - Vehicles	0.00	0.00	150.00	150.00	150.00	0%
375	Internet Expenses	68.44	465.45	600.00	600.00	134.55	78%
376	Web Page - Upgrade/Maint	0.00	158.22	150.00	150.00	-8.22	105%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 25

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
385	Dues and Subscriptions	0.00	187.82	550.00	550.00	362.18	34%
386	Education and Training	0.00	0.00	200.00	200.00	200.00	0%
393	Advertising and Public Notices	0.00	115.84	150.00	150.00	34.16	77%
394	LAFCO Allocations	0.00	2,053.85	1,800.00	1,800.00	-253.85	114%
395	Community Outreach	80.00	233.00	250.00	250.00	17.00	93%
410	Office Supplies	0.00	9.04	50.00	50.00	40.96	18%
465	Cell phones, Radios and Pagers	16.59	104.24	275.00	275.00	170.76	38%
475	Computer Supplies & Upgrades	0.00	6.02	150.00	150.00	143.98	4%
485	Fuel Expense	0.00	0.00	100.00	100.00	100.00	0%
490	Small Tools & Equipment	0.00	0.00	100.00	100.00	100.00	0%
495	Uniform Expense	0.00	0.00	150.00	150.00	150.00	0%
940	Bank Service Charges	0.00	0.00	25.00	25.00	25.00	0%
949	Lease agreements	110.00	660.00	1,325.00	1,325.00	665.00	50%
990	Retirement/Health Ins Liability	0.00	84.42	650.00	650.00	565.58	13%
	Account Total:	1,905.17	25,868.98	43,923.00	43,923.00	18,054.02	59%
	Account Group Total:	1,905.17	25,868.98	43,923.00	43,923.00	18,054.02	59%
	Fund Total:	1,905.17	25,868.98	43,923.00	43,923.00	18,054.02	59%
	Grand Total:	325,928.48	1,887,076.71	4,571,417.00	4,606,396.00	2,719,319.29	41%

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 12/25

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10205 OPERATING CASH - 5 STAR	106,539.68	54,423.27	820.82	0.00	35,866.57	125,917.20
10215 OP CASH MMKT - 5 STAR	252,113.41	880.03	0.00	0.00	0.00	252,993.44
10255 PAYROLL - 5 STAR	6,812.08	0.00	24,632.51	0.00	24,632.51	6,812.08
10345 OPERATIONAL RESERVE - 5	107,909.15	376.66	0.00	0.00	0.00	108,285.81
10355 CAPITAL RESERVE - 5 STAR	246,510.89	860.47	0.00	0.00	0.00	247,371.36
Total Fund	719,885.21	56,540.43	25,453.33		60,499.08	741,379.89
30 STREET LIGHTING DEPARTMENT						
10205 OPERATING CASH - 5 STAR	162,230.01	16,326.59	0.00	0.00	4,155.32	174,401.28
10215 OP CASH MMKT - 5 STAR	260,325.62	908.69	0.00	0.00	0.00	261,234.31
10255 PAYROLL - 5 STAR	205.34	0.00	1,544.39	0.00	1,544.39	205.34
10345 OPERATIONAL RESERVE - 5	64,324.27	224.53	0.00	0.00	0.00	64,548.80
10355 CAPITAL RESERVE - 5 STAR	48,330.91	168.70	0.00	0.00	0.00	48,499.61
10459 CAMBRIDGE INV- LIGHT RESV	169,082.81	75.74	0.00	0.00	0.00	169,158.55
10460 CAMBRIDGE INV- LIGHT CAP	400,409.58	31.35	0.00	321.00	0.00	400,119.93
Total Fund	1,104,908.54	17,735.60	1,544.39	321.00	5,699.71	1,118,167.82
40 WASTEWATER DEPARTMENT						
10000 CASH DRAWER	250.00	0.00	0.00	0.00	0.00	250.00
10205 OPERATING CASH - 5 STAR	637,326.18	115,254.28	609.24	0.00	172,504.27	580,685.43
10215 OP CASH MMKT - 5 STAR	913,801.28	3,189.71	0.00	0.00	0.00	916,990.99
10255 PAYROLL - 5 STAR	1,315.94	0.00	18,304.07	0.00	18,304.07	1,315.94
10265 LONG TERM MAINT. - 5 STAR	10,842.50	37.85	0.00	0.00	0.00	10,880.35
10345 OPERATIONAL RESERVE - 5	351,467.12	1,226.83	0.00	0.00	0.00	352,693.95
10355 CAPITAL RESERVE - 5 STAR	332,482.53	1,160.57	0.00	0.00	0.00	333,643.10
10451 CALTRUST	731,690.06	2,425.37	0.00	0.00	0.00	734,115.43
10457 CAMBRIDGE INV- WW CAPITAL	344,319.94	2,539.04	0.00	0.00	0.00	346,858.98
10458 CAMBRIDGE INV- WW LT MAINT	861,267.18	14.56	0.00	646.16	0.00	860,635.58
Total Fund	4,184,762.73	125,848.21	18,913.31	646.16	190,808.34	4,138,069.75
50 WATER DEPARTMENT						
10000 CASH DRAWER	250.00	0.00	0.00	0.00	0.00	250.00
10150 Cash in SLO County	19,987.35	0.00	0.00	0.00	0.00	19,987.35
10205 OPERATING CASH - 5 STAR	355,123.33	95,890.79	2.20	368.15	116,158.95	334,489.22
10215 OP CASH MMKT - 5 STAR	148,542.66	518.50	0.00	0.00	0.00	149,061.16
10255 PAYROLL - 5 STAR	1,379.31	0.00	26,112.05	0.00	26,112.05	1,379.31
10345 OPERATIONAL RESERVE - 5	94,505.07	329.88	0.00	0.00	0.00	94,834.95
10355 CAPITAL RESERVE - 5 STAR	39,382.30	137.47	0.00	0.00	0.00	39,519.77
10405 USDA RESERVE - 5 STAR	73,937.82	258.08	0.00	0.00	0.00	74,195.90
10456 CAMBRIDGE INV- W CAPITAL	169,082.81	75.74	0.00	0.00	0.00	169,158.55
Total Fund	902,190.65	97,210.46	26,114.25	368.15	142,271.00	882,876.21
60 SOLID WASTE DEPARTMENT						
10205 OPERATING CASH - 5 STAR	42,250.08	4,643.95	0.00	0.00	1,910.10	44,983.93
10215 OP CASH MMKT - 5 STAR	46,425.39	162.05	0.00	0.00	0.00	46,587.44
10255 PAYROLL - 5 STAR	18.95	0.00	1,454.79	0.00	1,454.79	18.95
10345 OPERATIONAL RESERVE - 5	76,891.71	268.40	0.00	0.00	0.00	77,160.11
10355 CAPITAL RESERVE - 5 STAR	24,245.37	84.63	0.00	0.00	0.00	24,330.00
Total Fund	189,831.50	5,159.03	1,454.79		3,364.89	193,080.43

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
71 PAYROLL CLEARING FUND						
10255 PAYROLL - 5 STAR	72.20	0.00	74,101.81	72,989.57	1,112.24	72.20
73 CLAIMS CLEARING FUND						
10200 *OPERATING CASH - PREMIER	53.17	0.00	0.00	0.00	0.00	53.17
10205 OPERATING CASH - 5 STAR	5,158.70	0.00	257,115.14	57,199.28	0.00	205,074.56
Total Fund	5,211.87		257,115.14	57,199.28		205,127.73
Totals	7,106,862.70	302,493.73	404,697.02	131,524.16	403,755.26	7,278,774.03

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

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

SAN MIGUEL CSD Investment Portfolio Report - MONTHLY

12/31/2025



	SECURITY	TYPE	PRICE	COUPON	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	3.50%	\$ 11,291.82	3.50%	\$ 395.21				\$ 11,291.82	0.6%
	Insured Bank MMKT	CASH	\$ 1.00	0.05%	\$ 0.06	0.05%	\$ -				\$ 0.06	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	\$ 185,172.05	9.5%
	BMW Bank NA	CD	\$ 100.00	4.60%	\$ 200,000.00	4.60%	\$ 9,200.00	3/10/2028	35141	3/10/2028	\$ 203,656.00	10.3%
	total:										\$ 400,119.93	
Lighting- Reserve	Fidelity Govt MMKT	CASH	\$ 1.00	3.50%	\$ 4,209.68	3.50%	\$ 147.34				\$ 4,209.68	0.2%
	Insured Bank MMKT	CASH	\$ 1.00	0.05%	\$ 0.02	5.00%	\$ -				\$ 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	\$ 164,948.85	8.5%
	total:										\$ 169,158.55	
Wastewater- LT Mnt	Fidelity Govt MMKT	CASH	\$ 1.00	3.50%	\$ 5,308.45	3.50%	\$ 185.80				\$ 5,308.45	0.3%
	Insured Bank MMKT	CASH	\$ 1.00	0.05%	\$ 0.03	0.05%	\$ -				\$ 0.03	0.0%
	State Bank of India NY FNMA	CD	\$ 100.00	3.75%	\$ 114,000.00	3.75%	\$ 4,275.00	9/30/2030	33682	9/26/2025	\$ 113,451.66	5.9%
	AMEX Bank	CD	\$ 100.00	4.10%	\$ 224,000.00	4.10%	\$ 9,184.00	4/30/2030	N/A	4/30/2025	\$ 226,186.24	11.5%
	Fed. Home Loan Bank	AGCY	\$ 100.47	4.75%	\$ 310,000.00	4.64%	\$ 14,725.00	2/6/2029	N/A	2/9/2024	\$ 310,049.60	16.0%
		total:										\$ 860,635.58
Wastewater - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	3.50%	\$ 5,893.83	3.50%	\$ 206.28				\$ 5,893.83	0.3%
	Insured Bank MMKT	CASH	\$ 1.00	0.05%	\$ 2,490.97	0.05%	\$ 1.25				\$ 2,490.97	0.1%
	FHLMC	AGCY	\$ 99.77	4.25%	\$ 230,000.00	4.30%	\$ 9,775.00	5/20/2030	N/A	5/20/2025	\$ 230,213.90	11.9%
	Morgan Stanley Bank NA	CD	\$ 100.00	4.60%	\$ 108,000.00	4.60%	\$ 4,968.00	6/6/2030	32292	6/6/2025	\$ 108,260.28	5.6%
	total:										\$ 346,858.98	
Water - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	3.50%	\$ 4,209.68	3.50%	\$ 147.34				\$ 4,209.68	0.2%
	Insured Bank MMKT	CASH	\$ 1.00	0.05%	\$ 0.02	0.05%	\$ -				\$ 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	\$ 164,948.85	8.5%
	total:										\$ 169,158.55	
Total & Average:					\$ 1,939,404.56	4.30%	\$ 84,066.47				\$ 1,945,931.59	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:

6/30/2026

Kelly Dodds, General Manager SMCSD

Michelle Hido, Financial Officer SMCSD

SAN MIGUEL CSD Investment Portfolio Report - QUARTERLY

QUARTER 4 2025



	SECURITY	TYPE	PRICE	COUPON	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	Q3 MARKET VALUE	MARKET VALUE AS OF REPORT	PORTFOLIO %
Fire - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	4.19%	\$ -	4.19%	\$ 106.53				\$ -	\$ -	0.0%
	Insured Bank MMKT	CASH	\$ 1.00	0.45%	\$ 115.66	0.45%	\$ -				\$ 115.66	\$ -	
	Fed. Home Loan Bank	AGCY	\$ 100.00	5.02%	\$ -	5.02%	\$ 5,020.00	3/13/2026	N/A	4/12/2024	\$ -	\$ -	0.0%
total:											\$ 115.66	ACCOUNT CLOSED	
Lighting - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	4.19%	\$ 2,640.90	4.19%	\$ 1,616.44				\$ 2,649.57	\$ 11,291.82	0.1%
	Insured Bank MMKT	CASH	\$ 1.00	0.45%	\$ -	0.45%	\$ -				\$ -	\$ 0.06	
	FHLMC	CD	\$ 100.00	5.25%	\$ 185,000.00	5.25%	\$ 7,245.00	8/15/2028	628	8/15/2023	\$ 184,568.95	\$ 185,172.05	9.7%
	BMW Bank NA	CD	\$ 100.00	4.60%	\$ 200,000.00	4.60%	\$ 9,200.00	3/10/2028	35141	3/10/2028	\$ 202,976.00	\$ 203,656.00	10.5%
total:											\$ 390,194.52	\$ 400,119.93	
Lighting- Reserve	Fidelity Govt MMKT	CASH	\$ 1.00	4.19%	\$ 683.31	4.19%	\$ 493.81				\$ 683.31	\$ 4,209.68	0.0%
	Insured Bank MMKT	CASH	\$ 1.00	0.45%	\$ -	0.45%	\$ -				\$ -	\$ 0.02	
	Morgan Stanley Bank NA	CD	\$ 100.00	5.05%	\$ 165,000.00	5.05%	\$ 7,575.00	3/10/2028	32992	3/10/2028	\$ 164,491.80	\$ 164,948.85	8.7%
total:											\$ 165,175.11	\$ 169,158.55	
Wastewater- LT Mnt	Fidelity Govt MMKT	CASH	\$ 1.00	4.19%	\$ 882.77	4.19%	\$ 251.09				\$ 882.77	\$ 5,308.45	0.0%
	Insured Bank MMKT	CASH	\$ 1.00	25.00%	\$ 759.54	25.00%	\$ 0.94				\$ 759.54	\$ 0.03	
	People's Bank	cCD	\$ 100.00	4.55%	\$ 100,000.00	4.55%	\$ 4,550.00	9/20/2029		9/20/2024	\$ 100,007.00	\$ 113,451.66	5.3%
	FNMA	AGCY	\$ 99.55	4.375%	\$ 205,000.00	4.48%	\$ 8,968.75	8/6/2029	N/A	8/6/2024	\$ 204,719.15	\$ 205,639.60	10.8%
	AMEX BANK	AGCY	\$ 99.56	5.00%	\$ 224,000.00	5.10%	\$ 10,000.00	4/17/2029	N/A	4/17/2024	\$ 224,400.96	\$ 226,186.24	11.8%
	Fed. Home Loan Bank	AGCY	\$ 100.47	4.75%	\$ 310,000.00	4.64%	\$ 14,725.00	2/6/2029	N/A	2/9/2024	\$ 310,440.20	\$ 310,049.60	16.3%
total:											\$ 841,209.62	\$ 860,635.58	
Wastewater - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	4.19%	\$ 978.40	4.19%	\$ 1,150.83				\$ 978.40	\$ 5,893.83	0.1%
	Insured Bank MMKT	CASH	\$ 1.00	25.00%	\$ -	0.45%	\$ 1.06				\$ -	\$ 2,490.97	
	FHLMC	CD	\$ 100.00	5.00%	\$ 230,000.00	5.00%	\$ 10,000.00	5/18/2028	16571	5/18/2023	\$ 229,464.10	\$ 230,213.90	12.1%
	Morgan Stanley Bank NA	CD	\$ 100.00	5.00%	\$ 108,000.00	5.00%	\$ 5,150.00	5/24/2028	57449	3/8/2023	\$ 108,005.40	\$ 108,260.28	5.7%
total:											\$ 338,447.90	\$ 346,858.98	
Water - Capital	Fidelity Govt MMKT	CASH	\$ 1.00	4.19%	\$ 683.31	4.19%	\$ 493.81				\$ 683.31	\$ 4,209.68	0.0%
	Insured Bank MMKT	CASH	\$ 1.00	0.45%	\$ -	0.45%	\$ -				\$ -	\$ 0.02	
	FHLMC	CD	\$ 100.00	5.05%	\$ 165,000.00	5.05%	\$ 7,575.00	3/10/2028	34221	3/10/2023	\$ 164,491.80	\$ 164,948.85	8.7%
total:											\$ 165,175.11	\$ 169,158.55	
Total & Average:					\$ 1,898,743.89	4.40%	\$ 94,123.26				\$ 1,900,317.92	\$ 1,945,931.59	100%

SMCSD STATEMENTS OF INFORMATION:

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

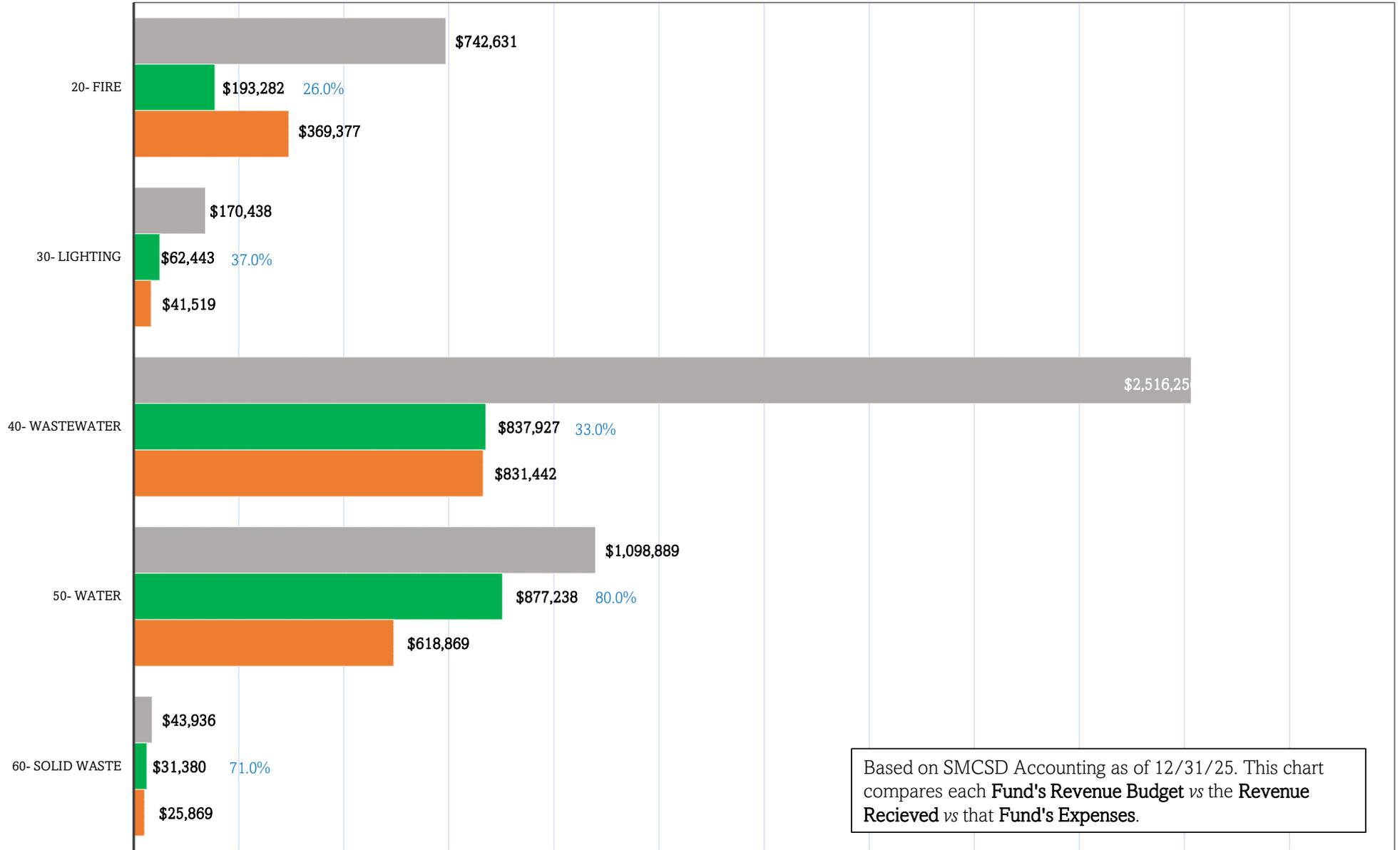
As of this report date the District has the ability to meet it's expenditure requirements.

Kelly Dodds, General Manager SMCSD

Michelle Hido, Financial Officer SMCSD

San Miguel CSD Operating Revenue, Expected Revenue and Expenditures 2025/26 Mid Fiscal Year

\$- \$250,000 \$500,000 \$750,000 \$1,000,000 \$1,250,000 \$1,500,000 \$1,750,000 \$2,000,000 \$2,250,000 \$2,500,000 \$2,750,000 \$3,000,000



Based on SMCSO Accounting as of 12/31/25. This chart compares each Fund's Revenue Budget vs the Revenue Recieved vs that Fund's Expenses.

■ ESTIMATED REVENUE BUDGET ■ RECEIVED OPERATING REVENUE YTD ■ EXPENDITURE YTD % RECEIVED OF REVENUE BUDGET

**Board of Directors
Staff Report**

January 22, 2026

AGENDA ITEM: 10.2

SUBJECT: Continuation of 10/23/2025 Board Meeting
Adopt a District Bill Payment Policy. RESOLUTION 2026-XX (**Approve by 3/5 vote**) (Pg. 150-165)

SUGGESTED ACTION: Review and adopt Resolution 2026-XX adopting a Bill Payment Policy for the District.

DISCUSSION:

This item is being continued from the October 23rd, 2025, Board meeting with added language per the Boards request.

The proposed Bill Payment Policy is being proposed to clarify and codify procedure for acceptance of payment against debts owed to the district. Though the District offers multiple ways to pay debts owed to the District, some payment attempts fail due to non-sufficient funds, incorrect information or simply failure to comply with agreed upon payment arrangements.

The proposed policy: Provides procedures for acceptance of payments for debts owed to the District; Establishes a comprehensive policy for District billing practices and provide customers notice of their payment duties and obligations; Facilitates timely payment from District customers to meet the District's financial obligations; Ensures that customers that meet their obligation of timely payment do not bear the additional cost of those who do not; and Establishes enforcement mechanisms to obtain payment when a customer refuses to pay or cannot be found.

Adoption of this policy will clarify and solidify the options available to the customer as well as the actions the District will take if a payment fails for any reason.

Exhibit A: 2026 Bill Payment Policy (SMCSD)

FISCAL IMPACT:

Minimal cost to administer policy. Implementation of the proposed policy will reduce staff cost through a reduction of handling of repeated failed payments by the same customers.

PREPARED BY: Kelly Dodds



San Miguel Bill Payment Policy
Effective as of ~~October 23rd~~ January 22,
November 20th, 20265

The San Miguel Board of Directors has instituted this policy as a mechanism to reduce the cost of customers who provide invalid or insufficient payment to those customers who do provide valid and prompt payments.

The District understands there may be circumstances which arise from time to time causing a payment to become invalid or insufficient. The District has and will continue to work with all customers whom may need assistance to satisfy their debts to the District in a manner consistent with District policy and state law which does not unduly burden other District customers with the cost to do so.

Section 1. Policy Purpose and Application

The Board of Directors adopts this policy to:

- a. Provide procedures for acceptance of payments for debts owed to the District;
- b. Establish a comprehensive policy for District billing practices and provide customers notice of their payment duties and obligations;
- c. Facilitate timely payment from District customers to meet the District's financial obligations;
- d. Ensure that customers that meet their obligation of timely payment do not bear the additional cost of those who do not; and
- e. Establish enforcement mechanisms to obtain payment when a customer refuses to pay or cannot be found.

Section 2. Payment Due

All payments shall be due upon receipt. Penalties and Late fees will be assessed on all past due balances based on this policy unless otherwise stated in another District policy

Section 3. In Person Payments

Debts to the District may be paid in person at the District's billing office during normal business hours. Acceptable payment methods include: Cash, Check, Money Order or Credit/Debit Card.

However, permit, connection fees and other invoicing by the District may not be paid by Credit or Debit Cards.

Section 4. Online Payments through Online Payment Portal

Regular Water or Wastewater bills to the District may be paid online through the District's authorized Online payment portal using an Electronic-check ("E-Check") or Credit/ Debit Card.

Online payments are currently available only for regular monthly Water and Wastewater service bills. Other types of District debts cannot be paid through the online portal at this ~~time-time~~.

Section 5. Returned Checks and E-Check Payments for Non-Sufficient Funds

If a payment is made in person by check or online by E-Check and that payment is returned due to Non-Sufficient Funds ("NSF") two (2) times within a six (6) month period, District will prohibit that person/customer from paying by check or E-check for a period of twelve (12) months from the date of the second returned payment. During this twelve (12) month suspension, the customer/person must use another forms of payment (ie: cash, money order or credit/ debit card) to pay any amounts due.

Section 6. Returned Online Payments

If an online payment by E-Check or credit/ debit card where the payment is returned due to bad account or unable to locate account errors after two (2) such failed online payments within a six (6) month period, the District will prohibit the customer's/person's ability to use the Online payment portal for a period of twelve (12) months from the date of the second returned payment received. During this twelve (12) month suspension, the customer/person must use another form of payment (ie: cash, money order or credit/ debit card) to pay any amounts due.

Section 7. Remedying Returned Payments

When a payment is returned or rejected, the District will notify the customer of the returned payment. A person/customer will have two (2) business days from the date of the notification to provide a replacement payment in an acceptable form for a payment that was returned to the District as NSF, or unable to locate. If the customer/person replaces the returned payment within two (2) business days, the account will not be considered delinquent as a result of the returned item. If a replacement payment is not received within two (2) business days, the account will be treated as unpaid as of the original due date and may incur late fees or other penalties.

Section 8: Fees and Penalties

a. Late Fees/ Penalties

Any debt that is not paid by its due date is subject to late payment charges. In accordance with Government Code §61115, subd. (a)(3)(C), the District imposes a one-time penalty of ten percent (10%) of the unpaid balance of any debt that remains unpaid after the due date (unless otherwise satisfied under terms of Section 6 and 7 of this policy).

If a balance remains unpaid in subsequent billing periods, the District will assess an additional penalty of one percent (1%) per month on the outstanding amount for each month

it remains delinquent. These additional penalties are cumulative, meaning they are added on top of the initial ten percent (10%) penalty for as long as the balance remains unpaid.

However, for any residential customer/person who demonstrate that their household income is below 200% of the federal poverty level, the District will waive interest charges (the 1% monthly penalty) on delinquent bills for water service once every 12 months, as required by Health & Safety code §116914. All customers are encouraged to contact the District if they are having difficulty paying, so that late penalties might be avoided through payment arrangements (See Section 9 below).

b. Bank Fees

If the District incurs a bank fee or other processing charge because a payment was returned or denied as unpayable (i.e. NSF), that actual fee amount will be passed on to the customer/person. The customer's/person's account will be charged an amount equal to the fee the District was charged by its bank or payment processor. This charge is in addition to any late fees or penalties described above, and simply recovers the external cost caused by the returned payment. The District does not add any extra surcharge beyond the actual cost.

Section 9: Payment Arrangements (“PA”)

The District offers Payment Arrangements (“PA”) to help customers pay off past-due balances over time and avoid immediate penalties or disconnection.

a. Water and Wastewater service accounts are eligible for payment arrangement if they have a past-due amount.

A payment arrangement is a written agreement between the account holder and the District that allows a past-due amount to be paid in installments over an extended period, while the customer/person continues to pay new bills as they come due. Entering into a PA can prevent further late fees and service disconnection as long as the customer/person honors the agreement.

b. Terms of the Payment Arrangement

- 1) The installment schedule ~~will~~ may be ~~set-requested~~ for up to a maximum duration of twelve (12) months ~~or less~~, at the District’s discretion. The past-due balance will be divided into monthly installments to be paid over the agreed period.
- 2) In addition to paying the installment amount, the account holder will continue to pay all new charges in full by their regular due dates during the arrangement period.
- 3) PA must be signed by the property owner, or the tenant **and** property owner (if the tenant is the account holder).
- 4) Later fees and penalties will not be charged on past due amounts as long as the PA payments are made.

c. Failure to maintain the PA

- 1) If the account holder misses one (1) of the agreed upon scheduled installment payments the account holder will be given a written warning that their PA may be rescinded. If another payment is missed, the account holder will be given two (2) business days to make the missed payment.
- 2) If the account holder fails to make two (2) of the agreed upon installment payments, the ~~District will~~ District will terminate the PA, and the balance owed will be due in full within five (5) business days of notifying the account holder. If payment is not received

within five (5) business days, the District will begin the process for service disconnection, pursuant to Section 6 of the District Billing Policy. Any additional fees incurred as part of the disconnection process will be added to the balance owed and will be due prior to restoring service.

- 3) If a PA is formally terminated for non-compliance, the account holder who failed to comply with a PA will not be eligible for a new payment arrangement for a period of twelve (12) months from the date of default of the previous PA.

Section 10: Appeals to General Manager

- a. Any customer of the District may file a written request with the General Manager disputing any fee or charge assessed, or decision derived through the implementation of this policy by the District within five (5) days of the debt becoming due.
- b. Within thirteen (13) days of submitting the request disputing any fee or charge, or decision derived through the implementation of this policy in writing, the customer may make a request for an extension of the payment period of a bill asserted to be beyond the means of the customer to pay in full during the normal period for payment.
- c. The General Manager shall review all written requests for relief and either deny the request or grant the relief requested or a portion thereof. Factors for consideration shall include:
 1. Payment history for prior 12 months;
 2. Any other factor deemed relevant by the General Manager.

Section 11: Appeals to the Board of Directors

- a. If a customer of the District disagrees or disputes the General Manager's final decision under section 10 of this policy, the customer may appeal the decision by filing a written "Notice of Appeal" with the District no later than fifteen (15) days from the date of the General Manager's final decision. Appeals of the General Manager's decision shall be heard by the Board of Directors.
- b. No customer shall be entitled to an appeal hearing before the Board of Directors without first having sought relief from the General Manager, pursuant to Section 10.
- c. The Notice of Appeal shall set forth the basis for the appeal and include all facts or documentation upon which the appeal is based.
- d. Within fifteen (15) days of receiving the Notice of Appeal, the General Manager shall notify the appellant in writing of the date, time, and location for the Board of Directors hearing. The General Manager shall provide notice of the hearing to the appellant no later than fourteen (14) days prior to the appeal hearing.
- e. At the appeal hearing, the customer may present evidence demonstrating that the bill is inaccurate, or the amount owed is improper. The General Manager may present evidence that demonstrates the accuracy of the utility bill and evidence that justifies the amount of the bill or justification for any District decision. Board members may ask questions of both the customer and the staff during the hearing.
- f. The Board of Directors may affirm the amounts assessed by the General Manager, reduce any portion of the delinquent amount or penalties, or find that the imposition of the

penalty is not warranted. When reducing the amount sought by the bill, the Board shall make a finding on the record that the reduction is in the public interest.

- g. The Board of Directors' decision shall be final, and outstanding balances shall be due immediately, unless otherwise extended by the Board of Directors.
- h. The Board of Directors may offer the customer an option to have the appeal heard by a neutral arbitrator instead of by the Board in the public meeting. Costs of the arbitrator will be split evenly between the District and the customer. The arbitrator's decision will be presented to the Board to adopt as final. If the customer does not agree to arbitration, the appeal will proceed with a standard Board hearing as described above.
- i. By requesting an appeal to the Board of Directors, the customer acknowledges that the details of their account and dispute will become part of the public record. The customer thereby waives any confidentiality of their utility billing information, usage history or any other information that may be used for or against them in the public hearing. If the matter is handled by arbitration, the proceedings are not public, but the outcome may still be referenced in a public Board resolution. Customers should be aware that appealing to the Board means the matter is no longer private.

Section 12. Collection of Delinquent Charges via Tax Roll

For delinquent water or wastewater service charges only, any amount that remains outstanding thirty (30) days after the appeal hearing or any amount that becomes final and unappealable may be collected on the tax roll in the same manner as property taxes, pursuant to Government Code §61115. The General Manager shall prepare and file a written report for the Board of Directors describing the affected property and the amount of charges and delinquencies for the year. The General Manager shall publish notice of the filing of the report and of the time and place for a public hearing in a newspaper of general circulation once (1) a week for two (2) weeks at least fourteen (14) days prior to the public hearing.

At the public hearing, the Board of Directors shall hear and consider any objections or protests from property owners or other interested persons regarding the proposed tax roll charges from the report. At the conclusion of the public hearing, the Board of Directors may adopt or revise the charges and penalties prior to adopting the final report. The Board of Directors determination on each affected parcel and its determinations shall be final.

After the Board of Directors adopts the final report, the General Manager shall submit the final report to the County of San Luis Obispo Clerk Recorder each year, and the delinquent charges shall become an assessment against each affected parcel and collected in the same manner as property taxes.

Section 13. Collection via Third-Party Debt Collector (all bill types)

For delinquent debts that are not secured by property or suitable for tax roll collection, the District may use an external third-party collection agency as an enforcement method. The District, at its option, may sell or assign any delinquent debt to a professional debt collection agency after thirty (30) days of delinquency.

Section 14. Severability

If any part of this policy, or the application thereof to any person or circumstance, is held invalid, it shall not affect the validity of the remaining portions of the policy. The remainder of the policy and its application to other persons or circumstances shall continue in full force and effect, as the provisions of this policy are severable.



**San Miguel Bill Payment Policy
Effective as of January 22, , 2026**

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- f. The Board of Directors may affirm the amounts assessed by the General Manager, reduce any portion of the delinquent amount or penalties, or find that the imposition of the penalty is not warranted. When reducing the amount sought by the bill, the Board shall make a finding on the record that the reduction is in the public interest.

- g. The Board of Directors' decision shall be final, and outstanding balances shall be due immediately, unless otherwise extended by the Board of Directors.
- h. The Board of Directors may offer the customer an option to have the appeal heard by a neutral arbitrator instead of by the Board in the public meeting. Costs of the arbitrator will be split evenly between the District and the customer. The arbitrator's decision will be presented to the Board to adopt as final. If the customer does not agree to arbitration, the appeal will proceed with a standard Board hearing as described above.
- i. By requesting an appeal to the Board of Directors, the customer acknowledges that the details of their account and dispute will become part of the public record. The customer thereby waives any confidentiality of their utility billing information, usage history or any other information that may be used for or against them in the public hearing. If the matter is handled by arbitration, the proceedings are not public, but the outcome may still be referenced in a public Board resolution. Customers should be aware that appealing to the Board means the matter is no longer private.

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At the public hearing, the Board of Directors shall hear and consider any objections or protests from property owners or other interested persons regarding the proposed tax roll charges from the report. At the conclusion of the public hearing, the Board of Directors may adopt or revise the charges and penalties prior to adopting the final report. The Board of Directors determination on each affected parcel and its determinations shall be final.

After the Board of Directors adopts the final report, the General Manager shall submit the final report to the County of San Luis Obispo Clerk Recorder each year, and the delinquent charges shall become an assessment against each affected parcel and collected in the same manner as property taxes.

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For delinquent debts that are not secured by property or suitable for tax roll collection, the District may use an external third-party collection agency as an enforcement method. The District, at its option, may sell or assign any delinquent debt to a professional debt collection agency after thirty (30) days of delinquency.

Section 14. Severability

If any part of this policy, or the application thereof to any person or circumstance, is held invalid, it shall not affect the validity of the remaining portions of the policy. The remainder of the policy and its application to other persons or circumstances shall continue in full force and effect, as the provisions of this policy are severable.

RESOLUTION NO. 2026-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT ESTABLISHING BILL
PAYMENT POLICY**

WHEREAS, San Miguel Community Services District (“District”) is a community services district formed under California Government Code section 61000 et. seq. to provide community services within the District’s service area, including water, sewer, lighting, solid waste, and fire protection services; and

WHEREAS, the District Board of Directors (“Board”) desires to standardize the District’s procedures for acceptance of payments for debts owed to the district and provide District customers with notice of their payment options and obligations; and

WHEREAS, District staff has prepared a Bill Payment Policy, attached hereto as Exhibit A and incorporated herein by this reference, which sets forth the procedures and guidelines for facilitating payments from District customers, ensures that customers that meet their payment obligations in a timely manner do not bear the additional cost of those who do not, and establishes enforcement mechanisms to obtain payment when a customer refuses to pay or cannot be located; and

WHEREAS, the Board has reviewed the proposed policy and determined that its adoption is in the best interest of the District and the community to ensure proper financial administration and legal compliance.

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, find and declare that:

1. The Board hereby approves and adopts the Bill Payment Policy attached as Exhibit A to this Resolution.
2. The Board hereby authorizes the General Manager to make non-substantive edits to the formatting or numbering of the Policy if needed for clarity, so long as the content and intent remain as approved by the Board.
3. The Board finds that adoption of the Bill Payment Policy is necessary for the prudent management of District finances and to comply with state law. The Board further finds that the procedures set forth in the Policy are fair and in the public interest.
4. This Resolution shall take effect immediately upon its adoption.

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:

Tamara Parent
Board Clerk

Christina M. Pritchard,
Deputy General Counsel

EXHIBIT A
Bill Payment Policy

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 10.3

SUBJECT: Policy for appointing persons to vacant Board of Director seats. **(Discuss and provide direction to staff)** (Pg. 166-169)

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.

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.

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.
 - 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 voter 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.
 - After interviewing the interested parties, 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.

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 March and November.
- 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.

**Board of Directors
Staff Report**

January 22, 2026

AGENDA ITEM: 10.4

SUBJECT: Waive First Reading, Read by Title Only, and Introduce and An Ordinance of the San Miguel Community Services District Board of Directors adopting the 2025 California Fire Code, 2025 California Building Code, 2025 California Wildland-Urban Interface Code, and Local Ordinance 01-2026. **(Approve by 3/5 vote)(Pg. 170-183)**

SUGGESTED ACTION:

Waive First Reading, Read by Title Only, and Introduce and An Ordinance of the San Miguel Community Services District Board of Directors adopting the 2025 California Fire Code, 2025 California Building Code, 2025 California Wildland-Urban Interface Code, and Local Ordinance 01-2026.

DISCUSSION:

The purpose of this ordinance is to formally adopt the 2025 California Fire Code including Amendments, Errata, Appendix's, 2025 California Building Code Chapter 7A including related reference sections, 2025 Wildland-Urban Interface Code, and Local Ordinance 01-2026 as the bases for all Fire, Life & Safety items for the purpose of ratification by the County of San Luis Obispo Board of Supervisors.

The District has been operating on the 2022 California Fire Code including Local Ordinance 01-2023. It is the District's responsibility to adopt use of the California Fire Code every three (3) years, and as necessary throughout the code cycles. The District must include any Local Ordinances at the time of current Code adoption. The purpose of adopting Local Ordinances is to assure that the Fire, Life & Safety issues directly related to the Agency Having Jurisdiction (AHJ) are properly mitigated to the best of the AHJ's ability.

In order to remain in compliance with current County and State Regulations it is necessary to adopt the current California Fire Code in its entirety including all Amendments, Errata, Appendix's A-N and Local Ordinance 01-2026.

FISCAL IMPACT:

Fiscal impact is limited to Staff, & Legal Counsel time including costs for required notifications.

PREPARED BY: Scott Young

ORDINANCE NO. 01-2026
AN ORDINANCE OF THE BOARD OF DIRECTORS OF
THE SAN MIGUEL COMMUNITY SERVICES DISTRICT
ADOPTING AND AMENDING THE 2025 EDITION OF
THE CALIFORNIA FIRE CODE 2025 CALIFORNIA BUILDING CODE SECTION 7A,
THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE, LOCAL
ORDINANCE 01-2025, AND RELATED REFERENCE SECTIONS INCLUDING
ARTICALS, APPENDICES, ERRATA AND LOCAL ORDINANCES.

WHEREAS, the San Miguel Community Services District (“District”) Board of Directors (“Board”) finds that modifications need to be made to the District’s current Fire Code; and

WHEREAS, the District’s Fire Code was updated and adopted in 2023, and requires revisions as the law has changed over time; and

BE IT ORDAINED by the Board of Directors of the San Miguel Community Services District as follows:

Section 1. Purposes and Authority.

The Board of Directors of the San Miguel Community Services District (“District”) hereby adopts the 2025 Edition of the California Fire Code (“CFC”), which includes Articles, Appendices and Errata, with certain amendments and exceptions. The amendments and exceptions as outlined in Section 5 of this Code, are for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion. Each and all of the regulations, provisions, conditions, and terms of the “California Fire Code”, 2025 Edition, on file in the District Office, are hereby referred to and made a part hereof as if fully set out in this Ordinance, except as otherwise provided in this Ordinance.

Section 2. Repeal of Any Previously Adopted Ordinance

Ordinance No. 01-2023, and or any previously adopted Ordinance adopted by the Board of Directors of the San Miguel Community Services District is hereby repealed in their entirety.

Section 3. Establishment and Duties of Bureau of Fire Prevention.

The California Fire Code shall be enforced by the San Miguel Community Services District’s Fire Department (“Fire Department”). The Bureau of Fire Prevention is hereby established and shall operate under the supervision of the District’s Fire Chief. The Fire Chief may assign qualified members of the Department as inspectors as necessary.

Section 4. Amendments and Exceptions to the 2025 Edition of the California Fire Code.

Pursuant to Ordinance No.01-2026, the Board found that because of certain local climatic, geological and topographical conditions existing within the District, more stringent building

standards relating to Fire, Life and Safety than those standards adopted by the State of California Fire Marshal and contained in the California Building Standards Code are necessary for fire protection within the District. Ordinance 01-2026 , and the findings contained therein, are hereby incorporated by reference. The following amendments and exceptions to the 2023 California Fire Code, are therefore hereby made:

1) ESTABLISHMENTS OF LIMITS IN WHICH STORAGE OF EXPLOSIVES AND BLASTING AGENTS IS TO BE PROHIBITED.

Storage of explosives and blasting agents are prohibited in the District boundaries. Chapter 56 of the 2025 California Fire Code provides specific limitations.

2) ESTABLISHMENT OF LIMITS IN WHICH STORAGE OF LIQUIFIED PETROLEUM GASES IS PROHIBITED.

The installation of any liquid petroleum gas tank over five hundred (500) gallons (1893 liters) water capacity is prohibited within the District boundaries.

3) ESTABLISHMENT OF LOCAL FIRE PREVENTION CODE ENFORCEMENT FOR STATE MANAGED TRAILER PARKS WITHIN JURISDICTIONAL BOUNDARIES

Per Health & Safety Code Section §1302 San Miguel Fire elects to assume the responsibility for local fire prevention code enforcement in parks within its jurisdictional boundaries.

4) ESTABLISHMENT OF TWO-STORY BUILDING HEIGHT LIMIT

Due to the current inability to perform immediate life rescue and perform rooftop fire operations above two stories in height all structures shall be limited to the following height restrictions.

- a) Maximum height of a habitable space from ground level to second floor level shall be no greater than 132 inches.
- b) Maximum height for a second floor opening to be utilized as an emergency egress shall be no greater than 176 inches from ground level.
- c) Maximum height from ground level to roof eaves shall be no greater than 216 inches from ground level.
- d) Floor Area Ratios (FAR) examples as stated within the 2016 San Miguel Community Plan page 3-17 Figure 3-H are acceptable examples of building construction FAR examples with the exception of FAR=.75 example 2 that does not conform to emergency services standards for immediate life rescue

5) LOCATION WHERE ABOVEGROUND TANKS ARE PROHIBITED

Storage of Class I and Class II liquids in aboveground tanks outside and/or inside of buildings are prohibited within the District boundaries.

a) Exception: Tanks for emergency power generators, which are integrated into the generator assembly, may be above ground. These installations must be reviewed and approved by Fire Chief prior to installation.

6) FIRE PROTECTION SYSTEM AND EQUIPMENT

The District Fire Chief or designee shall designate the type and number of fire appliances to be installed and maintained in and upon all buildings and premises within the District's jurisdiction other than in private dwellings. This shall be done according to the relative severity of probable fire, including the rapidity with which it may spread. All determinations shall be made based on the California Fire Code Section 9; however, the Fire Chief or his or her designee may determine that additional device may be deemed necessary due to a specific condition on the property such as access issues or a specific hazard. Such appliances shall be of a type suitable for the probable class of fire associated with such building or premises and shall have approval of the District Fire Chief. Portable fire extinguishers shall be in accordance with 2025 California Fire Code Chapter 9. The minimum fire extinguisher requirement shall be one (1) 2A10BC fire extinguisher for every seventy-five feet (75') of floor travel. Location of the fire extinguisher is to be determined by the Fire Chief.

7) AUTOMATIC FIRE EXTINGUISHING SYSTEMS.

In addition to the requirements of 2025 California Fire Code, Chapter 9 an automatic fire extinguishing system shall be installed in the occupancies and locations as set forth below:

- a) New Construction. An automatic fire extinguishing system shall be installed and maintained in all new buildings in "A," "B," "C," "E," "F," "H," "I," "M," "R," "S" and "U" (when "U" structure is attached to an "R") occupancies as defined by the California Uniform Building Code, regardless of type of construction or floor area, for which any Building Permit is issued after the effective date of this Ordinance.
- b) Modular homes and or mobile property use as a dwelling shall be equipped with automatic fire sprinklers.

Exception:

Detached Group B, C, M occupancies not exceeding five hundred (500) square feet and located at least ten (10) feet from adjacent buildings and five (5) feet from adjacent property lines;

Note: "U" occupancies converted to conditioned habitable space will be required to install an automatic fire extinguishing system.

- c) Existing Construction. Unless the 2025 California Fire Code is more restrictive, an automatic fire extinguishing system shall be installed in all existing buildings or structures where proposed or ongoing additions, seismic retrofit, alterations, or repairs commenced over a two-year period, which meet one or more of the following:
 - i) Increases total floor area of structure by more than 25%,
 - ii) Having a total floor area exceeding two thousand five hundred (2,500) square feet,

- iii) When a second story or higher is added.,
- iv) When occupancy changes increase fire risk or hazard.
- v) When the proposed changes increase fire risk or hazard.
- vi) When substantial electrical, and or mechanical alterations are made requiring a building permit.
- vii) When commercial equipment requires a building permit is installed.
- viii) When 25% of the existing sheetrock is replaced.

EXCEPTIONS

- i) When a proposed addition is less than 25% of current total floor area of existing building in all occupancies
 - ii) In single family residences of less than 2,500 square feet the proposed addition can be 25% of current floor area.
- d) Regardless of additions, alterations, or repairs in existing sprinklered buildings, sprinkler coverages shall remain as per the 2022 California Fire Code and the National Fire Protection Association 13, 13R, or 13D standards, whichever are applied by the Fire Chief.
- e) Plans for Automatic Fire Extinguishing Systems. Plans for all automatic fire extinguishing systems shall be required to be reviewed and certified by a third-party Fire Protection Engineer (at the individual's cost) and submitted for approval by the District Fire Department prior to installation. Plans are subject to all plan check and inspection fees as per the current fee schedule. The automatic fire extinguishing system shall conform to the most current requirements of the California Fire Code, State Fire Marshal regulations and requirements of the National Fire Protection Association Codes and Standards (NFPA 13, 13R or 13D).
- f) All automatic fire extinguishing systems shall be supervised by a U.L. approved central, proprietary or remote station service or a local alarm that provides an audible signal at a constantly attended location.
- g) All mechanical equipment located in a concealed space shall have a 200-degree pilot head located at an elevation no more than 18 inches below the highest elevation of the concealed space above the unit and no further than 3 feet away from the unit. Any piping located above the building insulation level shall be insulated.

Exceptions:

Isolated specialty systems such as a paint spray booth or other small systems as approved by the Fire Chief, unless the entire occupancy is equipped with an automatic fire extinguishing system.

8) VENTILATING HOOD AND DUCT SYSTEMS

A type 1 ventilating hood and duct system shall be installed and maintained, in accordance with the California Fire Code Chapter 6, California Mechanical Code and National Fire

Protection Association 96 for commercial-type food heating processing equipment that produces grease-laden vapors. Cooking facilities in existing occupancies shall be required to be in compliance of this section when building alterations, which require a building permit, occur.

a) **PROTECTION OF EXISTING NON-U.L. 300 LISTED FIRE PROTECTION SYSTEMS.**

A fire extinguisher listed and labeled for Class K fires shall be installed within thirty (30) feet of existing commercial deep fat frying equipment. An approved U.L. three hundred (300) listed fire-protection system shall be installed in an existing facility when one or more of the following is met:

- i) Change in cooking medium,
- ii) Change of ownership,
- iii) Any modification to system,
- iv) Any system that cannot be serviced due to unavailability of parts, or
- v) Any system that has lost its rating.

b) **NEW HOOD EXTINGUISHING SYSTEMS**

Prior to the installation of any new hood extinguishing system, the owner or contractor shall submit the plans of the proposed installation to the San Miguel Fire Department for approval. Plans are subject to a plan check and inspection fees as per the current fee schedule, which may be amended by the Board from time to time. Plans for all hood-extinguishing systems shall be required to be reviewed and certified by a Fire Protection Engineer prior to being submitted to the Fire Department. The information required to be included in the plans must include:

- i) Make and model of system;
- ii) Site location of system and type of chemical used;
- iii) Size of Hood;
- iv) Number, type, and location of appliances covered;
- v) Number, type, and location of nozzles;
- vi) Number and location of heat detectors;
- vii) Location and length of run piping and conduit;
- viii) Type, size, and location of gas shut-off valve;
- ix) Location of manual pull station including elevation of installation;
- x) Location of emergency exits;
- xi) Location of hood within the structure;
- xii) Manufactures specifications information for all items and devices being installed;
- xiii) Manufactures specifications for all appliances (except electric ovens); and
- xiv) Location of class “K” extinguisher if applicable.

Plans are required prior to modification of an existing system. A description of the modified plans shall be submitted prior to the commencement of any modifications or alterations to the system to the Fire Department for approval. Plans are subject to a plan check and inspection fees as per the current fee schedule.

Upon completion of installation of a new hood extinguishing system, a system test is required. The test shall be what is commonly referred to as a “Balloon Test”, or what is recommended by the system manufacturer if a “Balloon Test” is not feasible. In any case, the test shall check the operation of the manual pull station, if installed, the mechanical pneumatic or electric energy shut-off valve, and the piping, distribution and nozzle system.

9) FIRE RETARDANT ROOFING MATERIALS REQUIRED

Because of local climatic conditions, it is necessary that roof coverings for all new buildings and for any re-roofing of existing buildings within the District be no less than Class A per 2025 California Building Code Chapter 7A Section 705A , 2025 California Building Code Chapter 15,

10) FIRE APPARATUS ACCESS ROADS - GRADE.

The District shall conform with 2025 California Fire Code Chapter 5 Section 503.2.1 through 503.2.8 and Appendix “D”; however, portions of these sections shall be revised to read as follows:

The standard grade for all roads, streets and driveways shall not exceed twelve percent (12%). The District Fire Chief or his/her designee may approve grades between twelve percent (12%) and twenty percent (20%) with a “non-skid” asphalt or concrete surface, which shall not exceed 500 feet in length.”

11) FIRE DEPARTMENT ACCESS ROADS

When required, approved signs or other approved notices shall be provided and maintained for fire apparatus access roads to identify such roads and prohibit the obstruction thereof. All signage shall include the California Vehicle Section and San Luis Obispo County Roads signage standards allowing for enforcement.

- a) Traffic Calming Devices shall be prohibited unless approved by the Fire Code Official as per 2025 California Fire Code 503.4.1.

12) KEY BOXES.

When access to or within a structure or an area is unduly difficult because of secured openings, or where immediate access is necessary for lifesaving or firefighting purposes, the District Fire Chief is authorized to require a key box (“Knox Box”) to be installed in an accessible location. This box is to contain the keys necessary to gain access for lifesaving or firefighting purposes.

13) FIRE HYDRANTS.

The requirements of 2025 California Fire Code Chapters 1, 5, and 9 as well as Appendix C & CC shall apply to fire hydrants. The type of hydrant to be used shall be determined and installed pursuant to District water standards for installation of a fire hydrant.

- a) All fire hydrants are to be identified in the roadway by “blue” reflective markers with a minimum dimension of three (3) inches (“Botz Dot”). [UFC/CFC 901.4.3]
- b) Curb faces shall be painted safety red 3 feet from center of fire hydrants in each direction.
- c) Public Hydrants. All barrels are to be safety yellow in color. The tops and nozzle caps shall be painted with the following capacity-indicating color scheme to provide simplicity and consistency with colors used in signal work for safety, danger, and intermediate condition.
 - Class AA-Light Blue - Rated capacity of 1500 gallons per minute (gpm) or greater
 - Class A-Green - Rated capacity of 1000-1499 gpm
 - Class B-Orange - Rated capacity of 500-999 gpm
 - Class C-Red - Rated capacity of less than 500 gpm
 Colors to be “Safety” colors
- d) Classifications. The classification and marking of hydrants provided herein anticipate determination based on individual flow test. Where a group of hydrants may be used at time of fire, some special marking designating group flow capacity may be desirable.
- e) Private Hydrants/on-site fire supply systems. On-site private hydrants and fire supply systems shall meet standards set forth in the San Miguel Fire Department’s and San Miguel Community Services District’s Standards, Specifications and Drawings, unless otherwise approved by Fire Chief. All barrels, tops and nozzle caps shall be painted safety red in color. All underground piping supplying fire sprinkler systems shall be minimum class two hundred (200) piping.
- f) Clear space around hydrants and fire protection equipment. A minimum three (3) foot clear space shall be maintained around the circumference of any fire hydrant, fire department connection or fire protection control valve, or any other fire protection system component

14) PREMISE IDENTIFICATION.

Approved numbers or addresses shall be placed on all new and existing buildings or premises in such a manner and position as to be plainly visible and legible from the street or road fronting the property. Numbers shall be at least four (4) inches in height for residential applications and at least six (6) inches in height for commercial and multifamily applications. Each unit of a commercial or multifamily complex must be independently addressed. Numbers and letters shall contrast with their background and be reflective or illuminated. In some cases, addresses may be required to be placed at the street and on individual structures.

15) BUILDING OR PROPERTY DAMAGED BY FIRE

An owner, occupant or other person, having under his/her control any property or materials on property damaged by fire, when access by the public is possible, shall secure the property

by boarding up all openings, fencing, barricading or other appropriate measures as directed by the Fire Chief or the Fire Prevention Officer within forty- eight (48) hours after the incident.

Within thirty (30) days after written notice to do so has been served, all debris and/or materials shall be removed from the property or proof furnished that contractual arrangements have been made for demolition, replacement or repair of all fire damaged structures remaining on the property involved in the fire.

16) WILDLAND URBAN INTERFACE

When determined by the Fire Chief or designated Fire Prevention Officer, structures built in potentially high-risk fire areas shall comply with 2025 California Fire Code Chapter 49, 2025 California Building Code Chapter 7A, 2025 Wildland-Urban Interface Code, and Local Ordinance 01-2025 either in full or in part as deemed appropriate.

- a) Local Ordinance 01-2025. The San Miguel Community Services District adopted the 2025 Fire Hazard Severity Zone Maps as recommended by the California State Fire Marshal including the Local Response Area (LRA) designation. Additionally, the San Miguel Community Services District designated all properties within the San Miguel Community Services District Boundaries outside the State Response Area (SRA) with the designation of Moderate.
- b) All new construction and substantial remodels within areas designated as Moderate, High, or Verry High shall comply the the Wildland-Urban Interface construction standards and Defensible Space requirements.
- c) All modular homes and or mobile structures used as a dwelling shall be constructed post 2011 and shall conform with all Wildland Urban Interface requirements as per 2025 California Fire Code Chapter 49, 2025 California Building Code Chapter 7A, and 2025 California Wildland-Urban Interface Code either in full or in part as deemed appropriate.
- d) Any modular home and or mobile structure constructed prior to 2011 to be utilized as a dwelling shall not be permitted for installation and or placed within the District boundaries.

17) ITEMS REQUIRING PLAN SUBMITTAL AND OR INSPECTIONS

- a) Plot Plans for any proposed housing tracts, multifamily housing project, commercial or educational facility.
- b) Fire Sprinkler Plans for any single-family dwelling, multifamily housing projects, commercial or educational facility.
- c) Any modifications to an existing fire sprinkler system.
- d) Any new fire sprinkler system installation.
- e) Any new fire alarm systems being installed, or any existing fire alarm system being modified.
- f) Any new commercial ventilation hood system being installed or modified.
- g) New commercial or residential photovoltaic systems.

All items requiring submittal or inspections are subject to fees as set forth in the current Fee

Schedule.

18) SALE AND USE OF “SAFE AND SANE” FIREWORKS

2025 California Fire Code chapter 56 are hereby modified in the following respect: the possession, storage for purposes of sale at retail and use only, sale at retail and use of “Safe and Sane” fireworks within the District is permitted in accordance with the rules and regulations set forth in the following:

a) REGULATIONS AND RULES PERTAINING TO THE RETAIL SALE AND USE OF “SAFE AND SANE” FIREWORKS.

The possession, storage for purposes of sale at retail and use only, sale at retail and use of “Safe and Sane” fireworks within the District is allowed subject to the following rules and regulations:

i) Definition of “Safe and Sane” Fireworks

“Safe and Sane” Fireworks shall mean those fireworks defined as “Safe and Sane” in California health and Safety Code Section 12529 and classified by the State Fire Marshall as “Safe and Sane” in accordance with Section 12562 of the Health and Safety code.

ii) Application

No permits for sale of “Safe and Sane” fireworks will be issued to any person, firm, or corporation except those non-profit associations or corporations organized primarily for veteran, patriotic, welfare, civic betterment, or charitable purposes. Proof of nonprofit status shall be required by producing copies of documents of incorporation as registered with the Secretary of the State of California.

All permits for the sale of “Safe and Sane” fireworks for for-profit organizations’ or individuals’ applications will be rejected. Only non-profit organizations located within the District boundaries are eligible for these permits. Previous permittees shall have first right of refusal. Any organization whose charter or by-laws requires their funds to enhance the community they serve and desiring to sell at retail “Safe and Sane” fireworks within the District must first make written application for a permit to the Fire Chief.

Applications for permits shall be made in writing and submitted to the District up to 60 days once the annual fireworks resolution has been approved by the Board. If the 60-day period falls on a Saturday or Sunday, then the filing period will be extended to the next business day. A maximum of three (3) permits will be issued annually. The District retains the right to maintain a list of additional applicants should a permittee fail to perform. Applicants shall be advised of status no later than ten (10) business days after the application period.

iii) License as a Prerequisite

The Fire Chief shall not accept an application for a permit from any person who does not possess, and present at the time of application, evidence of a valid license to perform those acts specified on the application for a permit, as such license is defined in Health and Safety Code Section 12517. The applicant must be at least 21 years of age or older.

iv) Investigation and Report

The Fire Chief shall undertake an investigation and prepare a report of his/her findings and determination concerning the issuance of each permit, together with the reasons thereof.

v) Grant or Denial of Permit

The Fire Chief may grant or deny the permit, subject to such reasonable conditions, if any, as he/she shall prescribe. Such conditions shall include, but not be limited to:

- 1) The permittee shall deposit a clean-up fee in an amount set by resolution of the District Board of Directors which may be refunded in whole or in part, as determined by the District, if the sale location, San Miguel park and other areas as determined by the Fire Chief at which “Safe and Sane” fireworks are used, are free of used and spent fireworks, and related materials by July 5, as determined by the District;
- 2) The permittee must provide each purchaser of “Safe and Sane” fireworks with a copy of the restrictions and safety guidelines for the use of “Safe and Sane” fireworks in the District and sign a receipt of acknowledgement agreeing to said provisions. Each purchaser also agrees that she/he is eighteen (18) years of age or older and such fireworks will not be used by anyone less than 18 years of age without adult supervision.
- 3) Notwithstanding any other provision of law, the permittee shall furnish to the Fire Chief a policy of public liability and property damage insurance, with no deductible, with limits and terms set by resolution of the Board. The District and its officers, directors, and employees shall be named as additional insured under such public liability policy. A certificate of insurance shall be presented consistent with the above prior to sale and shall provide that the insurer will not cancel the coverage without fifteen (15) days prior written notice to the Fire Chief.
- 4) There shall be a non-refundable permit fee set by resolution of the Board to cover the District’s reasonable costs in administering and enforcing the provisions of this section of the ordinance.

vi) Designation of Location for Sale of “Safe and Sane” Fireworks.

Any permit issued under subparagraph (e) above shall designate the location at which the permittee may sell at retail “Safe and Sane” fireworks.

vii) Duration of Permit.

The term of the permit shall coincide with the valid period of the license. This provision shall not prohibit the revocation of the permit by the Fire Chief for just cause where a fire nuisance exists or where personal injury may occur.

viii) Salespersons

No person under the age of eighteen (18) shall sell or handle for sale, any “Safe and Sane” fireworks.

ix) Location of Use of “Safe and Sane” Fireworks.

“Safe and Sane” fireworks may be used within the District’s boundaries, and may only be discharged when the following conditions are met:

- 1) There is a fifty (50) foot radius clear of all combustible materials.
- 2) There is an adequate water supply provided, consisting of a least a 5/8” garden hose with an adjustable pressure nozzle charged.

x) Violations.

In addition to any other violations provided by law, the following shall constitute violations related to the possession, storage, sale and use of “Safe and Sane” fireworks within the District:

- 1) It is unlawful for any person to sell or offer for sale “Safe and Sane” fireworks at any time outside the period established by resolution of the District Board of Directors.
- 2) It is unlawful for any person to discharge fireworks at any time outside the period established by the District Board of Directors.
- 3) It is unlawful for any person to store any “Safe and Sane” fireworks without having in his/her possession a valid permit as required by this Ordinance.
- 4) It is unlawful for any person to store or possess any “Safe and Sane” fireworks for which a license is required, and which has been revoked or surrendered or any license, which has not been renewed, and such storage or possession is held beyond the period provided for in Section 12604 of the Health and Safety Code.
- 5) It is unlawful for any person to store, sell, or discharge any “Safe and Sane” fireworks in or within one hundred (100) feet of a location where gasoline or any other class 1 flammable liquids are stored or dispensed.
- 6) It is unlawful for any person to place, throw, discharge or ignite, or fire “Safe and Sane” fireworks at any person or group of persons where there is a likelihood of injury to any such person.
- 7) It is unlawful for any person to sell or transfer any “Safe and Sane” fireworks to a consumer or user thereof other than at a fixed place of business of a retailer for which a license and permit have been issued.
- 8) It is unlawful for any person to allow or permit a fire nuisance, as defined in Section 12510 of the Health and Safety Code, to exist on any premises where any “Safe and Sane” fireworks are sold or stored.
- 9) It is unlawful for any person to conduct a public display without possessing a valid permit for this purpose.
- 10) It is unlawful for any person to advertise to sell “Safe and Sane” fireworks without a valid license and permit.
- 11) It is unlawful for any person to sell, give or deliver any “Safe and Sane” fireworks to a person who is under 18 years of age.
- 12) It is unlawful for any person to perform any act, or transact or attempt to transact

any business, with an expired license or an expired permit where a license or permit is required for the performance of such act or transaction.

xi) Penalties.

Except as provided in Section 12702 of the Health and Safety Code, any person who violates any provision of Section 4 of this Ordinance, or any regulations issued pursuant thereto, is guilty of misdemeanor, and upon conviction shall be punished by a fine of not less than Five Hundred Dollars (\$500.00) and no more than One Thousand Dollars (\$1,000.00), and/or by imprisonment in the San Luis Obispo County Jail not exceeding one year.

In addition to all other penalties, the Fire Chief may deny an application to sell “Safe and Sane” fireworks if the applicant violated any provision of Section 4 of this Ordinance, or any regulations issued pursuant thereto, in a prior year.

xii) Persons in possession of “Illegal Fireworks” are subject to seizure as per 2025 California Fire Code 5601.7

xiii) Signage

Any approved retail location that sells “Safe and Sane” Fireworks will be required to post a banner which shall read, “This booth is sponsored by (name of organization) located in (City or District organization is headquartered).” The banner shall be made of a minimum of 12” wide, white vinyl-type material with 6” solid black-block letters (lettering to have a professional appearance). The banner design shall be approved by the Fire Chief prior to granting permission to sell “Safe and Sane” Fireworks. The banner shall be posted above the retail area of the booth and shall be posted during the hours of retail operation.

17) Open Burning within District Boundaries

Open Burning as defined in 2025 CFC Section 202 is prohibited within the District Boundaries. The open burning of green waste, dimensional lumber, or garbage shall be prohibited within the District Boundaries.

Exemptions:

- i) Properties 10 acres or larger outside of the Urban Reserve Line, but within the District Boundaries, zoned Agricultural may be approved for Open Agricultural or Backyard Burning on a case-by-case basis, provided that a proper Air Pollution Control District, Agricultural Burning or Backyard Burning Permit has been obtained and all rules applicable to Open Burning of Agricultural Products are followed.

Section 5. Inconsistency.

To the extent that the terms and provisions of this Ordinance may be inconsistent or in conflict with the terms or conditions of any prior District ordinance, resolution, rule or regulation governing the same subject, the terms of this Ordinance shall

prevail with respect to the subject matter thereof and such inconsistent or conflicting provisions of prior ordinances, resolutions, rules or regulations are hereby repealed.

Section 6. Severability.

If any provision of this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The Board declares that it would have adopted this ordinance, and each and every section, subsection, sentence, clause, or phrase no declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

Section 7. Posting.

The District Clerk shall post a copy of this Ordinance in three public places in the District within ten (10) days after its adoption. Within fifteen (15) days after its passage, this ordinance or summary thereof shall be published at least once in a newspaper of general circulation published and circulated within the San Miguel Community Services District.

Section 8. Effective Date.

This Ordinance shall take effect thirty (30) days after its adoption.

This Ordinance was introduced at a regular meeting of the Board of Directors of the San Miguel Community Services District, held on the 22nd day of January, 2026, and given its first reading at said meeting. Said Ordinance was given a second reading and adopted at a meeting of the Board of Directors held on the 26th day of March 2026, and after such reading, Director , who moved its adoption, seconded by Director , and said ordinance was thereupon adopted by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Vacancy:

San Miguel Community Services District

**Board of Directors
Staff Report**

January 22, 2026

AGENDA ITEM: 10.5

SUBJECT: Authorize the General Manager to execute a contract with The Engineering Partners Inc. for Street Lighting Design Services in an amount not to exceed \$87,890 by RESOLUTION 2026-XX including necessary budget adjustment. **(Approve by 3/5 vote)** (Pg. 184-276)

SUGGESTED ACTION: Authorize the General Manager to execute a contract with The Engineering Partners Inc. for Street Lighting Design Services per the circulated RFP in an amount not to exceed \$87,890 by resolution including necessary budget adjustment.

DISCUSSION:

The Board of directors authorized the release of an RFP for Street Lighting Design Services at the October 23rd, 2025, Board meeting.

The RFP was circulated to all known interested parties as well as plan rooms and clearing houses as is currently required. Two firms, The Engineering Partners Inc.(EPI) bid (\$87,890), and MNS Engineers bid (\$132,615), indicated that they were interested in proposing on the RFP and subsequently requested additional information and provided proposals by the November 20th, 2025, deadline.

Both proposals were reviewed the the District and District Engineer and deemed responsive to the RFP. Both firms have the experience and ability to perform the requested design service to the District.

After review and discussion, it is recommended that the Board approve a not to exceed contract with The Engineering Partners Inc in an amount not to exceed \$87,890, authorize the General Manager to execute the contract and approve a Budget Adjustment to the FY 25-26 Budget in the same amount.

Attached to this report are the recommendation by the District Engineer, Proposal from The Engineering Partners and approving resolution.

FISCAL IMPACT:

Proposed contract will result in an additional expense of \$87,890 from the streetlighting fund.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2026-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING AND
AUTHORIZING THE GENERAL MANAGER TO CONTRACT WITH THE
ENGINEERING PARTNERS INC AND ASSOCIATED BUDGET ADJUSTMENTS**

WHEREAS, the San Miguel Community Services District (“District”) is responsible for street lighting within the community; and

WHEREAS, a Board and Community priority is to increase the streetlighting within the community for safety; and

WHEREAS, the District circulated an RFP for the design and permitting of additional streetlighting at various locations throughout the community and received two proposals. The Engineering Partners Inc submitted a proposal which met all necessary requirements of the RFP and provides the best value to the District.

NOW THEREFORE, BE IT RESOLVED, the Board of Directors of the San Miguel Community Services District hereby;

- 1 Authorize the General Manager to contract with The Engineering Partners Inc to: Prepare plans, specifications, and permitting assistance for the installation of additional streetlighting infrastructure throughout the community as identified by the RFP.
- 2 Approve a budget adjustment to the Fiscal Year 2025-2026 budget: Increasing expense object 30-326 by \$87,890 to the to be paid with unrestricted funds

PASSED AND ADOPTED by the Board of Directors on a motion to approve this resolution by Director _____, seconded by Director _____, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

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

Kelly Dodds, General Manager

Ashley Sangster, President Board of Directors

ATTEST:

APPROVED AS TO FORM:

Tamara Parent, Board Clerk

Christina M. Pritchard, Deputy General Counsel



RE: Street Lighting Design Proposal Review

December 3, 2025

**San Miguel
Community Services
District**
Kelly Dodds
General Manager

Dear Kelly Dodds,

This letter recommends awarding Street Lighting Design Services to Engineering Partners Inc. The project’s Request for Proposals/ Qualification (RFP/Q) was issued on October 23, 2025. The proposals were due on November 07, 2025. San Miguel Community Services District received proposals from the following two consultants:

1. The Engineering Partners Inc. (EPI)
2. MNS

The proposals were evaluated against the following criteria as outlined in the RFP/Q: project understanding and approach, team qualifications, project schedule, responsiveness to the RFP, and local presence.

Proposal Evaluation

Project Understanding & Approach

Both EPI and MNS include a thorough understanding and approach to the project. Both firms propose a similar approach, including starting with a site visit to confirm existing conditions and verify proposed street lighting locations. Both firms will establish design criteria to comply with SMCSO standards and the Illuminating Engineers Society of North America (IESNA) and Caltrans standards and recommendations. Both firms propose to manage coordination with PG&E and SLO County to obtain appropriate permits, while EPI recommends initiating coordination early to mitigate risks. Both firms highlight their Quality Assurance/Quality Control for deliverables.

Team Qualifications

Both EPI and MNS propose a team with previous experience similar to this project, including the design of street lighting along existing or new pathways and roadways.

Project Schedule

Both firms proposed an approximately 6-month schedule to complete design and permitting.

Responsiveness to the RFP

All proposers are responsive to the RFP and include the proposal requirements.

Local Presence

MNS has a local office located in San Luis Obispo. EPI is located in San Diego.

Proposal Costs

The table below summarizes the proposed hours and total fee for the street lighting design services by consultant. Both firms have a similar number of hours for the design.

SMCSD BOOSTER PUMP STATION DESIGN FEE		
Consultant	Total Hours, without Subconsultants	Total Fee
EPI	574	\$87,890
MNS	604	\$132,615

Conclusion

WSC finds both EPI and MNS to have the necessary qualifications and an appropriate approach to complete the project. We recommend awarding the project to EPI for the best value, with an overall project cost of \$87,890.

Sincerely,
Water Systems Consulting, Inc.



Heather Freed, PE
District Engineer



SAN MIGUEL COMMUNITY SERVICES District

November 7, 2025

PROPOSAL TO PROVIDE Street Lighting Design Services

SMCSD.250608



November 7, 2025

San Miguel Community Service District
Attention: Kelly Dodds, General Manager
1765 Bonita Place
San Miguel, CA 93451

SUBJECT: Request for Qualifications/Proposals SMCSD Street Lighting Design Services

Dear Mr. Dodds,

MNS Engineers, Inc. (MNS) is pleased to provide a proposal for Street Lighting Design Services for the San Miguel Community Service District (SMCSD).

MNS understands that SMCSD intends to enhance public and traffic safety by adding new street lighting throughout key areas of San Miguel. SMCSD and PG&E currently share ownership and maintenance responsibilities for the existing streetlights, with SMCSD maintaining those along portions of Mission Street. The proposed improvements will focus on expanding lighting coverage in areas with limited visibility and pedestrian activity, improving safety for both motorists and pedestrians.

MNS has extensive experience delivering lighting design services for public infrastructure projects throughout California. Our team will work closely with SMCSD and PG&E to develop a coordinated and cost-effective street lighting design that aligns with existing standards and long-term maintenance practices. By leveraging our technical expertise and understanding of agency coordination, MNS will support SMCSD in achieving a well-illuminated, safer environment for the San Miguel community.

MNS has reviewed the EJCDC E-500 agreement template. Should SMCSD modify this agreement and upon selection, MNS will request the opportunity to discuss suggested edits for consistency with our insurance policies and industry standards. We are confident we can reach mutually agreeable contract language.

MNS is devoted to providing quality service to not only provide a successful outcome, but an enjoyable experience throughout the life of the project. We look forward to working with SMCSD. Please contact me at breyes@mnsengineers.com or **951.532.4510** with any questions. Thank you for your consideration and we look forward to hearing from you.

Sincerely,
MNS Engineers, Inc.



Brandon Reyes, PE
Vice President, Principal-in-Charge

MNS DETAILS

LEGAL NAME

MNS Engineers, Inc.

FIRM OWNERSHIP TYPE

C-Corporation

ESTABLISHED

1962

CALIFORNIA

DEPARTMENT OF INDUSTRIAL RELATIONS

DIR No. 1000003564

CORPORATE OFFICE

201 N. Calle Cesar Chavez
Suite 300
Santa Barbara, CA 93103
805.692.6921 Office/Fax
mnsengineers.com

LOCAL OFFICE

811 El Capitan Way
Suite 130
San Luis Obispo, CA 93401
805.692.6921

PROJECT CONTACT

Tony Salas
Project Manager
909.963.6233
tsalas@mnsengineers.com

AUTHORIZED

SIGNATURE

Brandon Reyes
Vice President
951.532.4510
breyes@mnsengineers.com

STATEMENT

The cover letter constitutes certification by the Consultant, under penalty of perjury, that MNS complies with nondiscrimination requirements of the State and Federal Government.

CONTENTS



TECHNICAL PROPOSAL		Page
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Section 2.	Project Team/Qualifications	3
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APPENDIX		
APPENDIX A	Resumes	
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APPENDIX C	Billing Rates	
SEPARATE ATTACHMENT		
SEPARATE	Cost Proposal	

SECTION 1

PROJECT UNDERSTANDING AND APPROACH



Project Understanding

MNS understands that the San Miguel Community Services District (SMCSD) is seeking qualified firms to provide street lighting design services to enhance public and traffic safety throughout key areas of San Miguel, CA. San Miguel is an unincorporated community in northern San Luis Obispo County with approximately 2,820 residents and is served by SMCSD, which provides fire protection, utilities, and lighting services. Both SMCSD and PG&E currently own and maintain existing streetlights, with SMCSD responsible for those along the west side of Mission Street between 11th and 14th Streets. The proposed project will add new streetlights at select locations identified in the District's Lighting Atlas Map, including high-priority areas such as pedestrian paths, intersections, and roadway segments with limited visibility, as well as up to four additional intersections within San Miguel.

MNS recognizes that coordination with both San Luis Obispo County and PG&E will be essential to the success of this project. SMCSD is seeking a consultant to assist with the County encroachment permit process and to manage coordination efforts required to obtain PG&E service connections and permits for new lighting installations. As part of this process, MNS understands that SMCSD also intends to clarify ownership and maintenance responsibilities for existing and proposed

luminaires to ensure consistent long-term operation and maintenance.

Approach

MNS will approach this project with a structured, standards-based process focused on safety, consistency, and efficient coordination. Using the San Miguel C.S.D. Lighting Atlas Map as a foundation, our team will confirm existing conditions and field-verify locations identified for additional lighting. Site reviews will assess roadway characteristics, potential obstructions, and opportunities for optimal pole placement while ensuring compliance with required setbacks and visibility guidelines. Coordination with SMCSD staff will occur early to confirm their preferences and verify all proposed lighting locations align with community needs and long-term maintenance plans.

Our design will adhere to the SMCSD Street Light Design Standards, incorporating illumination levels established by the Illuminating Engineers Society of North America (IESNA) for urban areas and Caltrans Traffic Manual guidance for rural conditions. MNS will recommend appropriate fixture types, such as galvanized steel poles with cobra-head luminaires for overhead systems or Type 15 standards for underground service, based on existing infrastructure and power availability. As part of the design effort, MNS will assist SMCSD in coordinating with PG&E to clearly define ownership and maintenance

responsibilities for new and existing luminaires, ensuring consistency in operations, billing, and long-term upkeep. Photometric analysis will be used to evaluate light distribution, minimize glare, and support SMCSD's Night Sky and residential light-spill objectives. Where feasible, solar-powered fixtures will also be considered, particularly in rural or isolated areas where extending electrical service may not be cost-effective.

MNS will manage coordination with PG&E for new service connections, meters, and electrical clearances, and will assist SMCSD with obtaining the necessary San Luis Obispo County encroachment permits. Lighting plans will include all required construction notes per SMCSD standards. Through collaboration with SMCSD, the County, and PG&E, MNS will deliver a cost-effective, fully compliant design that enhances public safety and preserves the character of the San Miguel community.

In alignment with the objectives outlined in the upcoming section on the scope of services, our team will implement a structured and methodical approach to ensure completion of the project. This will involve:

- **Assessment and Analysis.** Initially, we will conduct a thorough review of the project's requirements, including existing lighting fixtures, previous experience dealing with PG&E, and relevant regulatory guidelines. This assessment will help identify any key challenges and opportunities, allowing us to tailor the project plan to meet the objectives.

- **Collaborative Planning.** We will engage with SMCSD throughout the project, ensuring that all objectives are clearly understood and aligned with the project goals. Regular meetings will be scheduled to confirm that project milestones are on track.
- **Implementation Strategy.** Using our experience and technical expertise, we will implement solutions based on best practices and innovative approaches. Key project tasks will be broken down into phases with specific deliverables and deadlines, ensuring efficiency and timely completion.
- **Quality Assurance/Quality Control (QA/QC).** To ensure objectives are met, we will integrate quality control measures throughout the process. Regular progress checks and independent reviews will be conducted to ensure accuracy, compliance, and performance standards are consistently achieved.
- **Ongoing Monitoring and Adjustments.** As the project progresses, we will closely monitor outcomes and make adjustments as necessary to stay aligned with the project's goals and objectives. This ensures the final outcome not only meets but exceeds expectations.

By employing this multi-faceted approach, we are confident in our ability to accomplish the objectives outlined in the scope of services efficiently, on time, and within budget.

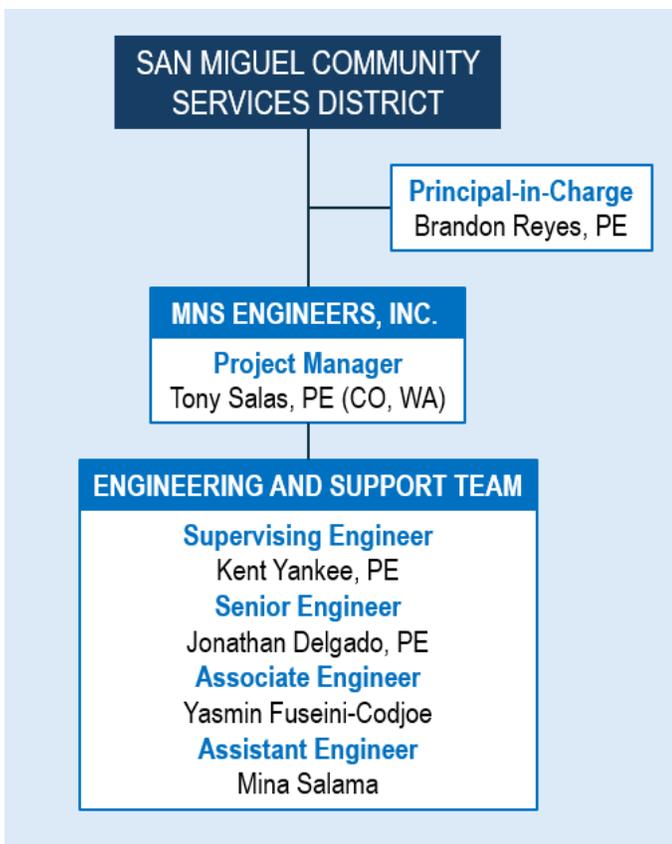
SECTION 2

Project Team/Qualifications

Project Team Organization

The key to a successful project is a highly qualified and well-managed team. We offer SMCS D a cohesive, talented team of professionals. Our objectives include quality service and project deliverables, time and budget efficiency, adherence to quality assurance standards, constant communication, and application of technical and practical expertise.

Resumes are provided in Appendix A.



Team Availability

The MNS team is committed to providing quality service and project deliverables throughout the duration of this project.

Team Member	Availability
Brandon Reyes, PE <i>Principal-in-Charge</i>	20%
Tony Salas, PE (CO, WA) <i>Project Manager</i>	50%
Kent Yankee, PE <i>Supervising Engineer</i>	50%
Jonathan Delgado, PE <i>Senior Engineer</i>	60%
Yasmin Fuseini-Codjoe <i>Associate Engineer</i>	75%
Mina Salama <i>Assistant Engineer</i>	90%

Key Personnel

Brandon Reyes, PE	Yrs Exp	17
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Role/Firm Principal-in-Charge | MNS

Licensing Professional Civil Engineer, CA No. 79226

Certifications Caltrans Temporary Pedestrian Access Routes

Education BS, Civil Engineering, California State Polytechnic University, Pomona, CA



Mr. Reyes has over 17 years of experience in large transportation projects involving a breadth of staffing disciplines, Caltrans, agencies, and local governments throughout California. Having managed projects worth nearly \$500M in construction dollars, Brandon is a solutions-based professional engineer who is actively involved in design strategies, schedule and cost adherence management, and quality assurance. From a project's inception, he applies a big-picture methodology, allowing him to have a broader project understanding of potential risks and solutions, impacts to project stakeholders, and creative design approaches.

Tony Salas, PE (CO, WA)	Yrs Exp	14
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Role/Firm Project Manager | MNS

Licensing Professional Civil Engineer, WA No. 20101200

Education BS, Civil Engineering/Transportation, California State Polytechnic University, Pomona, CA



Mr. Salas will serve as SMCS D's primary point-of-contact and will oversee the project team. Tony specializes in traffic engineering design and has advanced his

expertise through a variety of infrastructure design projects including traffic signals, street lighting, intelligent transportation systems and tolling. He has been involved in every stage of the design process, including planning, analysis, design, and construction support. He actively manages projects to meet both technical and financial goals.

Kent Yankee, PE	Yrs Exp	20
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Role Supervising Engineer | MNS

Licensing Professional Civil Engineer, CA No. 74570

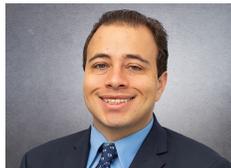
Education BS, Architectural Engineering, California Polytechnic State University, San Luis Obispo, CA



Mr. Yankee is a proficient design engineer with a high level of skill in creating site and grading plans sets, project specifications and estimates (PS&E). Kent's skills and background

in PS&E production and structural design offer a great combination of services. He is also competent in all aspects of field work including construction observation, and with his background in materials testing, has a keen eye on projects as they progress. Kent has excelled at roles in project management by handling the contract documentation and project implementation of a wide variety of complex projects and meeting time sensitive project deadlines. His expertise also includes coordination with PG&E and design of lighting infrastructure.

Jonathan Delgado, PE		Yrs Exp	12
Role	Senior Engineer MNS		
Licensing	Professional Civil Engineer, CA No. 91490		
Education	BS, Civil Engineering, University of California, Irvine, CA		



Mr. Delgado has over 12 years of experience in transportation engineering, specializing in managing and delivering Intelligent Transportation Systems (ITS),

lighting, traffic signal design, traffic control, and signing and striping projects. He has prepared plans, specifications, and estimates (PS&Es) in compliance with agency standards, such as the California Manual on Uniform Traffic Control Devices (CA MUTCD) and Caltrans, while leading multidisciplinary teams to ensure efficient project completion. His skills include ITS Master Plan development, signal timing optimization using Synchro software, field reviews for design verification, and coordinating closely with clients throughout all project phases. Additionally, Jonathan provides construction support services, including Request for Information (RFI) responses and contractor shop drawing reviews. Dedicated to improving transportation systems through innovative solutions and collaboration, he actively engages with industry professionals to stay current on best practices and emerging technologies.

Yasmin Fuseini-Codjoe		Yrs Exp	6
Role	Associate Engineer MNS		
Education	MS, Civil Engineering - Transportation, University of Southern California, Los Angeles, CA; BA, Physics, Clark University, Worcester, MA		



Ms. Fuseini-Codjoe's focus is active transportation, roadway design and data analyses. Yasmin has experience in complete streets, active transportation, traffic

engineering and signal design, street lighting, roadway and transit, and master planning and cost estimating projects.

SECTION 3

RELEVANT PROJECT EXPERIENCE

Relevant Project Experience

Ortega Hill – N. Jameson Lane Bike Path Lighting

Client County of Santa Barbara

Dates February 2025 to Present

This project is developing PS&E for the extension of an existing bicycle path in Montecito. MNS assessed current lighting conditions along the existing bike path and proposed extension area to design an enhanced lighting system that improves safety and visibility for users while minimizing light spill and reducing disturbance to adjacent residential areas. The assessment involved detailed measurements of environmental light across the site to determine factors such as optimal spacing for new light fixtures. Two distinct lighting systems were identified: one owned and maintained by Southern California Edison (SCE), and another managed by the County, requiring extensive coordination with both agencies. MNS recommended upgrading to new LED luminaires closely matching the design of the existing fixtures. This ensures a smooth visual transition between old and new lights while meeting modern lighting standards.

Hollister Avenue H.A.W.K. Signal

Client County of Santa Barbara

Dates 2025 - current

This project involves the design and development of PS&E for a new High-Intensity Activated Crosswalk (HAWK) signal along Hollister Avenue to provide a safer, more controlled crossing for pedestrians. MNS performed detailed survey and mapping to support curb ramp re-design and ensure ADA compliance, along with extensive utility research and coordination to accommodate the new signal infrastructure. Coordination with Southern California Edison (SCE) was required for the installation of a new service pedestal and meter to power the HAWK system.

Signing and striping plans were updated to integrate the new crossing treatment and to enhance driver awareness and pedestrian visibility. The completed design will improve pedestrian safety, accessibility, and traffic operations while maintaining consistency with Caltrans and MUTCD standards.

Dockweiler Drive Extension

Client City of Santa Clarita

Dates June 2019 to Present

This \$40M Secondary Arterial—Dockweiler Drive from Sierra Highway to Railroad Avenue—will provide an important north-south connection for the City, a new entrance to the Master’s University, and a secondary emergency access point for the Placerita Canyon community. The roadway extension and widening will go through an existing railroad crossing, business district, hilly terrain, and the Master’s University property.

MNS is providing preliminary and final design engineering services. Preliminary engineering services include traffic modeling, roundabout analysis and simulation, renderings, intersection, and roadway and bikeway alternatives. Final engineering services include roadway, bike lanes, bike path, multi-use path bike bridge over Newhall Creek and roundabout design, traffic calming, at-grade railroad crossing and Metro/SCRRA/PUC permitting, traffic signals, street lighting, landscaping, 0.5 mile of new storm drain system and stormwater treatment (including detention basins, infiltration trenches, and bioretention areas), mass grading, environmental permitting, and extensive public outreach.

Prior to Joining MNS: Interstate 10 Express Lanes**Client** San Bernardino Transportation Authority**Dates** 2019 - 2024

Tony Salas led the electrical design and engineering services on the Interstate 10 Corridor Express Lanes Project. This project widened approximately six miles of Interstate 10. Responsible for design and oversight for all Caltrans ITS and SBCTA tolling infrastructure and roadway lighting, toll zone lighting and toll pad lighting for the 15-mile stretch of Interstate 10. Coordination with Caltrans was also essential for developing the temporary lighting infrastructure to maintain a safe environment for workers and drivers throughout the construction cycle.

SECTION 4

SCOPE OF SERVICES

Scope of Work

The scope of work for this project includes providing professional engineering and design services to support SMCS D in the development of new street lighting improvements throughout the community of San Miguel. MNS will perform all necessary tasks to prepare construction-ready design documents, coordinate with San Luis Obispo County and PG&E, and assist SMCS D through permitting and implementation.

Our team is committed to maintaining open communication and delivering high-quality work that aligns with SMCS D's objectives and expectations.

TASK 1 PROJECT MANAGEMENT

Project Kick-off Meeting, and Additional Project Meetings. MNS Project Manager, Tony Salas, PE (CO, WA), will lead internal and external project management activities during all phases of the work including communicating regularly with the project team, ensuring resources are available to accomplish the work, and verifying appropriate QA/QC reviews are completed for every deliverable. Tony will communicate regularly with SMCS D on project progress, concerns, and coordination issues. Also, monthly invoices will be submitted with all supporting documentation in a format acceptable to SMCS D.

MNS will coordinate and lead, as needed, during advancement of the work to be completed for the Project. We assume the following meetings will be conducted:

- Project kick-off meeting
- Up to four project development team (PDT) meetings

MNS will prepare a meeting agenda and provide meeting minutes within five working days of each meeting. All meetings, except site visits, are anticipated to be conducted virtually via a video conferencing platform. Informal calls and video meetings will be conducted as part of normal project development activities.

Task 1 Deliverables

- Meeting agendas
- Meeting minutes

TASK 2 SITE VISIT

MNS will conduct a comprehensive site visit to take note of all existing streetlight luminaires, poles, pull boxes, conduits, conductors, service meter cabinets and photograph all existing conditions.

Task 2 Deliverable

- Photographs and field notes, as requested by SMCS D

TASK 3 PERFORM 50% PLANS AND ESTIMATES

MNS will prepare detailed drawings for the project clearly defining the work to be completed. Drawings will be prepared in AutoCAD. The following thirteen plan sheets are anticipated:

- Title Sheet, Key Map and General Notes (1 Sheet)
- Street Lighting (9 Sheets)
- Wiring Diagram (2 Sheets)
- Detail Sheet

The street lighting plans will show all existing and proposed conduit, poles and mast arms, service cabinet, pull boxes, conduit and conductor schedules.

MNS will prepare specifications and itemized quantity take-off calculations and an Engineer's Opinion of

Probable Cost for the street lighting system construction. The cost estimate will be prepared using available recent projects of similar size and scope, cost estimating manuals, communication with contractors, and other resources – adjusted for local price indices.

Task 4 Deliverables

- 50% lighting plans, specifications, and estimates

TASK 4 PERFORM 90% PS&E

Following receipt of SMCS D’s consolidated 50% design comments, we will hold a design review meeting with SMCS D staff to discuss the comments, as needed. MNS will address and incorporate the 50% design review comments and prepare 90% PS&E for SMCS D’s review. We will prepare a response matrix summarizing each County comment and identifying how each comment is addressed in the submittal.

Quality Review. A California-registered MNS civil engineer who is not directly involved in the initial design of the improvements will perform an independent quality review of the plans, specifications and estimate following our quality management plan (QMP).

Task 4 Deliverables

- 90% lighting plans, specifications, and estimates

TASK 5 PERFORM 100% PS&E

Following receipt of SMCS D’s consolidated 90% design comments, if necessary, we will hold a design review meeting with SMCS D staff to discuss the comments, as needed. MNS will prepare final PS&E documents which will include complete plans and details for the proposed work suitable for public bidding. These plans will include changes based upon the review comments and discussion from the previous submittal. We will prepare a response matrix summarizing each SMCS D comment, identifying how each comment is addressed in the final submittal.

The PS&E package will be stamped and signed by a professional engineer registered in the State of California.

The SMCS D will provide final reproduction of the bid package for prospective bidders.

Task 5 Deliverables

- 100% lighting plans, specifications, and estimates

TASK 6 COUNTY ENCROACHMENT PERMIT

MNS will prepare and submit all required documentation to obtain a County of San Luis Obispo encroachment permit for streetlight installations.

Task 6 Deliverables

- County of San Luis Obispo Encroachment Permit

TASK 7 PG&E CONTACT PERMIT

MNS will assist SMCS D with PG&E permit applications and related service requests. MNS will also support during the permitting review process and respond to agency comments as necessary.

Task 7 Deliverables

- PG&E Coordination and Permit

*SECTION 5***CONFLICT OF INTEREST**

MNS does not have any personal or professional financial, business, or other relationships with the SMCSO that may have an impact on the outcome of this contract or any resulting project. MNS does not have any current clients who may have a financial interest in the outcome of this contract.

SECTION 6 PROJECT SCHEDULE

MNS is committed to completing the scope of work in a diligent manner. We are prepared to begin work after January 5, 2026. Based on this start date, we prepared the following schedule:



MNS Engineers, Inc. - Schedule
SMCSD Lighting Design Services- Final PS&E

Task Descriptions	Week of	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026
		1/5 1/12 1/19 1/26	2/2 2/9 2/16 2/23	3/2 3/9 3/16 3/23 3/30	4/6 4/13 4/20 4/27	5/4 5/11 5/18 5/25	6/1 6/8 6/15 6/22 6/29
Task 1: Project Management		[Blue bar spanning all weeks]					
1.1 Project Management		[Blue bar spanning all weeks]					
1.2 Project Meetings and Communications		[Blue bar spanning all weeks with green triangles at 1/12, 3/23, 4/27]					
Task 2: Site Visit & Data Collection		[Blue bars for 2.1 and 2.2]					
2.1 Site Visit		[Blue bar from 1/12 to 1/19]					
2.2 Data Log (Field Notes, Photos)		[Blue bar from 1/19 to 2/2]					
Task 3: 50% Design Plans, Specs & Estimate		[Blue bar for 3.1]					
3.1 50% Lighting Plans and Estimates		[Blue bar from 1/26 to 2/23 with red bar from 2/23 to 3/2 and diamond at 2/23]					
Task 4: 90% Design PS&E		[Blue bar for 4.1]					
4.1 90% PS&E - Lighting Plans, Specs and Estimates		[Blue bar from 3/23 to 4/20 with red bar from 4/20 to 4/27 and diamond at 4/20]					
Task 5: 100% Design PS&E		[Blue bar for 5.1]					
5.1 100% PS&E - Lighting Plans, Specs and Estimates		[Blue bar from 4/27 to 5/25 with diamond at 5/25]					
Task 6: County Encroachment Permit		[Blue bar for 6.1]					
6.1 County Encroachment Permit		[Blue bar from 3/23 to 6/29]					
Task 7: PG&E Contact Permit		[Blue bar for 7.1]					
7.1 PG&E Contact Permit & Coordination		[Blue bar from 3/23 to 6/29]					

- Legend:**
- Work Completed by MNS
 - SMCSD Review
 - ▲ Kick-Off Meeting/Comment Resolution Meeting
 - ◆ Milestone Submittal

APPENDIX A
RESUMES



Name	Role	Page
Brandon Reyes, PE	Principal-in-Charge	A-2
Tony Salas, PE (CO, WA)	Project Manager	A-4
Kent Yankee, PE, QSD/QSP	Supervising Engineer	A-6
Jonathan Delgado, PE	Senior Engineer/Quality Control	A-8
Yasmin Fuseini-Codjoe	Associate Engineer	A-10

Brandon Reyes, PE
Principal-in-Charge



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Multidisciplinary team management
- Project management
- Design strategy
- Complex project scheduling
- Third party coordination
- Caltrans

Years of Experience

- 17

Licensing

- Professional Civil Engineer, CA No. 79226

Certification

- Caltrans Temporary Pedestrian Access Routes

Education

- BS, Civil Engineering, California Polytechnic State University, Pomona, CA

Affiliation

- American Society of Civil Engineers, Riverside/San Bernardino, Past President

Mr. Reyes has over 17 years of experience in large transportation projects involving a breadth of staffing disciplines, Caltrans, agencies, and local governments throughout California. Having managed projects worth nearly \$500M in construction dollars, Brandon is a solutions-based professional engineer who is actively involved in design strategies, schedule and cost adherence management, and quality assurance. From a project's inception, he applies a big-picture methodology, allowing him to have a broader project understanding of potential risks and solutions, impacts to project stakeholders, and creative design approaches. Brandon's project involvement ranges from conceptual design through to Project Initiation Document (PID), Project Approval/Environmental Documents (PA/ED), and plans, specifications, and estimate (PS&E) phases throughout his experience on multiple significant Southern California projects. His experience includes:

Pennsylvania Avenue Grade Separation Project, City of Beaumont, CA. *Program Manager.* Brandon represents the city in the management of the consultant teams preparing environmental and engineering plans for the grade separation. Caltrans, Union Pacific Railroad (UPRR), and various third-party utility owners are involved on this project.

Infrastructure Improvements, San Bernardino County Transportation Authority (SBCTA), City of Ontario, CA. *Principal-in-Charge.* The project entails multimodal infrastructure improvements at multiple sites to connect future affordable housing developments with nearby transit, public amenities, and pedestrian and bicyclist infrastructure. MNS is providing comprehensive design services to assist SBCTA and the city in completing all necessary pre-construction activities including concept development for a proposed cross-section that will show bicycle and sidewalk enhancements that are most feasible for the existing conditions and right-of-way (R/W). Services also include environmental studies and permitting including a fully approved CEQA document, a feasibility study to assess the implementation of bicycle facilities along Adobe Road, and final PS&E.

Infrastructure Improvements, San Bernardino County Transportation Authority (SBCTA), City of Twentynine Palms, CA. Principal-in-Charge. The project entails multimodal infrastructure improvements at multiple sites to connect future affordable housing developments with nearby transit, public amenities, and pedestrian and bicyclist infrastructure. MNS is providing comprehensive design services to assist SBCTA and the city in completing all necessary pre-construction activities including concept development for a proposed cross-section, environmental studies and permitting including a fully approved CEQA document, a feasibility study to assess bicycle and pedestrian facilities along North Allyn Avenue and Bon View Avenue and final PS&E.

Interstate 10/Cherry Valley Interchange, County of Riverside, Calimesa, CA. *Project Manager.* Brandon is responsible for the day-to-day management of the PS&E phase of the project, after managing both the PID and P&ED phases. Brandon led the multidisciplinary team, solving key environmental issues associated with the project, including biological resources, noise, cultural, and air quality. He also led the design of Geometric Approval Drawings (30%) of a DDI type interchange working with the Caltrans District 8 oversight team. Brandon and team are currently developing the final design plans for the interchange.

Interstate 15 Corridor Freight and Express Lanes, San Bernardino County Transportation Authority (SBCTA), CA. *Project Manager.* Brandon managed daily operations of the contract and ensuring successful project delivery with SBCTA. This involved direct communication with Caltrans District 8, Riverside County Transportation Commission (RCTC), and various rail authorities. His responsibilities included selecting and assigning staff, reviewing invoices from subconsultants, handling invoices and progress reports for the SBCTA, and overseeing all project performance in relation to both schedule and budget. Brandon oversaw a team of over 50 engineers from various design disciplines during the traditional PS&E delivery phase, which included roadway, traffic, drainage, landscape, maintenance of traffic (MOT), intelligent transportation systems (ITS), electrical, structures, and broadband.

Interstate 10/Jefferson Street Overcrossing County of Riverside, CA. *Project Manager.* Brandon managed the daily operations of the contract during the construction phase of the project. Additionally, he provided design support and represented a multidisciplinary design team. Brandon, the design team, and the construction manager worked closely with the Caltrans Resident Engineer and Inspection team on the complex interchange construction. Key modifications included replacing and relocating the Jefferson Street/Interstate 10 overcrossing, adding loop on-ramps, and realigning Jefferson Street. During the PA&ED phase, he coordinated the alternative analysis and design, roadway design, traffic studies, drainage studies, and advance planning studies for structures. Additionally, Brandon coordinated the revisions to all project documents and facilitated circulation of the environmental document in coordination with the Federal Highway Administration (FHWA), Caltrans, the County of Riverside, and the City of Indio.

State Route 60/Archibald Avenue Interchange, San Bernardino County Transportation Authority (SBCTA), CA. *Project Manager (PA/ED AND PS&E) and Project Engineer (PSR/PDS).* Brandon managed the daily operations of the contract, developed the PSR-PDS deliverable, and executed the PA&ED phase and the PS&E deliverable package. He coordinated and collaborated with Caltrans throughout all project phases to carefully plan construction staging that would allow local businesses along Archibald Avenue to continue their daily operations. The project faced several utility conflicts, requiring careful coordination and design in collaboration with Southern California Edison (SCE), SoCalGas (SCG), Frontier, and Charter. Brandon collaborated closely with the City of Ontario on aesthetics, lighting, and traffic circulation impacts. He led the project team from the PA/ED phase through construction support.

Tony Salas, PE

Project Manager



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Caltrans
- Traffic design
- Traffic control
- Roadway, Street and Path lighting
- Signal improvements
- Plans, specifications and estimates (PS&E)
- Design-build projects
- Photometric analysis.

Years of Experience

- 14

Licensing

- Professional Civil Engineer, CO No. PE.0057443
- Professional Civil Engineer, WA No. 20101200

Education

- BS, Civil Engineering/Transportation, California State Polytechnic University, Pomona, CA

Affiliations

- Institute of Transportation Engineers (ITE)
- Orange County Traffic Engineering Council (OCTEC)

Mr. Salas is a well-rounded engineer who understands the key aspects of traffic engineering design for plans, specifications and estimates (PS&Es) phase. His responsibilities include design management of all areas of traffic engineering design for Caltrans and local agencies. His expertise is composed of design in pavement delineation, signing, overhead sign design, traffic control, traffic handling, stage construction, traffic signal design, traffic signal communication, ITS, tolling, Middle Mile Broadband Network, ramp metering, roadway lighting, street lighting and photometric analysis. Furthermore, he has general knowledge in traffic signal synchronization before and after studies, signal timing, traffic signal warrants, speed surveys, trip generation tech memos, synchro analysis, thru-traffic analysis and sight distance analysis. His experience includes:

Orgeta Hill – North Jameson Lane Bike Path Lighting, County of Santa Barbara, CA. *Project Manager.*

This project is developing plans and PS&E for the extension of an existing bicycle path in Montecito. Tony's responsibilities include project management for the lighting along the bicycle path. He is overseeing technical work from photometric analysis; voltage drop calculations to plan development and SCE coordination as well as identifying state of the art lighting technology that is efficient and aesthetically pleasing.

Hollister Avenue H.A.W.K Signal, County of Santa Barbara, CA. *Project Manager.*

The H.A.W.K signal will provide a safer way for pedestrians to cross Hollister Avenue. The project includes survey and mapping for ramp re-design, utility coordination, SCE coordination for new service pedestal and meter, and signing and striping.

West Street Road Diet - Traffic Signal Improvements, City of Soledad, CA. *Task Lead.*

As part of a road diet, the city is looking to add bike lanes and reconfigure the lanes to include a buffer. The lane configuration impacts the traffic signal vehicle detection and vehicle heads. The design consists of converting from vehicle loops to video detection on all legs of the intersection, and relocation of vehicle heads to line up to the new lane configuration. As

part of an on-call contract, Tony was the lead on this task order.

Interstate 10/Cherry Valley Interchange, City of Calimesa, CA. *Signing and Pavement Delineation Lead.* This project develops PS&E for the upgrade and reconfiguration of the existing diamond interchange to a diverging diamond interchange (DDI) at the Interstate 10/Cherry Valley Interchange, which is a major thoroughfare of the South end of the City of Calimesa and the City of Beaumont. The traffic volume in the intersection has increased in the surrounding area due to the combination of newer and established residential/housing, the Marketplace at Calimesa, and the Cherry Valley Logistics Center. The interchange was recently upgraded with traffic signals and minor turning lane additions. These additions have provided some relief but will not support long-term regional growth.

PS&E for Interstate 10/Jackson Street Interchange Project, City of Indio/Caltrans, CA. *Traffic Lead.* This project developed plans, specifications, and estimates PS&E for the upgrade of the existing interchange along Interstate 10 and Jackson Street for the City of Indio. Improvements included new ramps, two new bridges and local street widening. Tony's responsibilities included coordinating with Caltrans and local agencies and providing design oversight for Signing, pavement delineation, maintenance of traffic, traffic signals, ramp metering, lighting, ITS and all temporary electrical elements PS&E packages.

PS&E for Interstate 10/Monroe Street Interchange Project, City of Indio/Caltrans, CA. *Traffic Lead.* This project developed plans, specifications, and estimates (PS&E) for the upgrade of the existing interchange along Interstate 10 and Monroe Street for the City of Indio. Improvements included new ramps, two new bridges and local street widening. Tony's responsibilities included coordinating with Caltrans and local agencies and providing design oversight for signing, pavement delineation, maintenance of traffic, traffic signals, ramp metering, lighting, ITS and all temporary electrical elements PS&E packages.

PS&E for State Route 60/World Logistics Center Parkway Interchange Pkwy Interchange Project, City of Moreno Valley, CA. *Traffic Lead.* This project developed PS&E for the upgrade of the existing interchange along State Route 60 and World Logistics Center Parkway for the City of Moreno Valley. Improvements included new ramps, two new bridges and local street widening. Tony's responsibilities included coordinating with Caltrans and local agencies and providing design oversight for signing, pavement delineation, maintenance of traffic, traffic signals, ramp metering, and roadway lighting.

Interstate 10 Design-Build, San Bernardino County Transportation Authority/Caltrans, CA. *Traffic Design Lead.* Provided design and engineering services on the Interstate 10 Corridor Express Lanes Project. This project widened approximately 6 miles of Interstate 10. Responsible for design and oversight for all Caltrans ITS and SBCTA tolling infrastructure for the 15-mile stretch of Interstate 10. The project included the installation of a new fiber optic communication plan, CCTV's, TMS, Weigh-in-motion system, ramp metering, irrigation controller cabinets, and data nodes at each intersection. In addition, a separate fiber communication system with redundancy for the toll collection system as well as the design of the toll pads and lighting for toll pads and toll zones. The toll collection system included CCTV's, count stations, 16 tolling CMS, and 8 toll collection points. Coordination with Caltrans was also essential for developing the Temporary ITS concept (PTP/PTMP wireless communication plan) and the final ITS equipment location.

Highway Safety Improvement Program (HSIP) Cycle 9 Traffic Signal Modifications, City of Indio, CA. *Task Manager.* Lead the design of traffic signal modifications. The project involved 15 signalized intersections and development of final design plans to address dilemma zone related accidents. Implemented advanced dilemma zone detection systems and signal modification plans, and updated signal timing. Prepared specifications (SSPWC and city template). Assisted city with Caltrans Local Assistance procedures and successfully received E-76 for construction.

Kent Yankee, PE, QSD/QSP
Supervising Engineer



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Street Improvement Projects
- Infrastructure Design

Years of Experience

- 20

Licensing

- Professional Civil Engineer, CA No. 74570

Education

- BS, Architectural Engineering, California Polytechnic State University, San Luis Obispo, CA

Affiliation

- Institute of Transportation Engineers
- American Public Works Association

Mr. Yankee is a proficient design engineer with a high level of skill in creating site and grading plans, construction plan sets, project specifications and estimates (PS&E). Kent's skills and background in PS&E production and structural design offer a great combination of services. He is also competent in all aspects of field work including construction observation, and with his background in materials testing, has a keen eye on projects as they progress. Kent has excelled at roles in project management by handling the contract documentation and project implementation of a wide variety of complex projects and meeting time sensitive project deadlines. His experience includes PG&E coordination and design of lighting infrastructure. His experience also includes:

New Mexico Avenue Pavement and Intersection Repair, Vandenberg Space Force Base, CA. *Lead Engineer.*

A Vandenberg Control Facility Study (ECF) determined the existing road condition needed rehabilitation. In addition to road repair, a portion of the A3 powerline was reconfigured along with the lighting at the intersection with Pine Canyon Road. Kent was the designer of record to update the intersection layout to accommodate the turn movements of heavy truck traffic which required removal and modification of existing medians and reconfiguring lane design, and complete update of the electrical system to provide adequate street lighting. Environmental aspects and protection of sensitive habitat will be key to project success as there are vernal pools along the roadway and a storm drain system to remain.

Greenbelt Pedestrian Lighting Project, Oxnard, CA. *Lead Engineer.*

Kent provided quality control and project management with the MNS team and the Electrical Engineer to create the PS&E package for installation of 40 pedestrian lights. Coordination of demolition of existing and the structural and safety concerns were driving forces in the course of the work. Meeting City standards and coordination with the utility provider allowed for a smooth project.

Avenue of Flags Median 2 Parking Improvements, City of Buellton, CA. *Deputy City Engineer.* Kent worked integrally with City staff to create the City's Avenue of Flags Specific Plan; this parking area is the flagship project of that plan. As the Lead Design Engineer, Kent coordinated with multiple disciplines including Landscape Architect and Electrical Engineer to create a beautified parking area in the core downtown area providing business parking and pedestrian safety features. Highlights of the work included intense coordination with PG&E due to existing fixtures in the area as well as stormwater solutions as the entire unimprovement median was being changed to a parking area to promote economic growth in the area. Due to the high scrutiny of the location and implementation of the Avenue of Flags Plan, Kent worked with his team to present multiple iterations of design to Planning Commission and City Council throughout the design process. Kent then assisted with bid and award and was the project engineer during construction. Kent was able to work with the Contractor and the City to bring the vision to fruition.

Pedestrian Safety Improvements, City of Buellton, CA. *Deputy City Engineer.* Kent led a coordinated effort to apply and be awarded an ATP Cycle 3 Grant utilizing concept plans created by MNS to improve the needed safety of crossing State Route 246. The project involves many traffic calming devices and coordination efforts with Caltrans to create a Safe Routes to School crossing. Once funds were allocated, Kent implemented multiple phases of safety improvements along the residential corridor split by State Route 246. The project culminated in installing a flashing beacon system at Sycamore Drive. Kent was a Lead Designer creating plans, specifications and estimates as well as attaining a Caltrans encroachment permit and working through construction as the Project Manager. Kent performed all reported necessary for grant funding as well as before and after studies as required through Caltrans Local Assistance. The project was opened and incorporated not only the flashing beacons but many other safety elements such as curb bulb outs, curb ramps, and signage and striping.

State Route 246 Pedestrian Lighting, City of Buellton, CA. *Deputy City Engineer.* Working in close coordination with a Caltrans CAPM project correcting and adding

deficient features of the main thoroughfare through Buellton, Kent directed the installation of much needed pedestrian lighting. Collaboration between Caltrans and their contractor was pertinent for the success of the project as well as clear communication with PG&E. In the same project, the City was able to advocate updating the existing highway lanes to consider complete streets. Kent led the team that created striping plans with designated bike lanes and proper signage and striping at intersections on a very tight timeline.

Union Valley Parkway Extension, City of Santa Maria, CA. *Project Engineer.* This \$2.5M project designed an extension of Union Valley Parkway, a four-lane secondary arterial. Project elements included a signalized intersection, roadway lighting, landscape architecture, realigned frontage road, roadway median, drainage facilities regulating storm flows to pre-project levels and promoting maintenance of existing wetlands, and pedestrian and bicycle facilities. This project required extensive utility coordination and County and Caltrans encroachment permits. Close coordination was required for all aspects of the project to meet stringent requirements from the City of Santa Maria, County of Santa Barbara, and Caltrans. Responsibilities included preparing specifications, and estimates; processing the Caltrans encroachment permit; assisting with the plans; and utility coordination and dealing with many underground services and their needed relocation due to proposed drainage structures.

Industrial Way/State Route 246 Signalization, City of Buellton, CA. *Project Engineer.* This project installed a new four-way signal at the intersection of State Route 246 and Industrial Way. MNS provided oversight and coordination with the City during development of the bid package; Caltrans encroachment permit procurement; constructability review; and coordination with PG&E on behalf of the City for service point connection. In addition to the signalization, restriping, and loop detection installation along State Route 246, the corners required modification to meet Caltrans standards for handicap access ramp standards. Responsible for preparing plans, specifications, and estimates.

Jonathan Delgado, PE
Senior Engineer/Quality Control



Firm

- MNS Engineers, Inc.

Areas of Expertise

- ITS Design and Master Plan
- Signal Design
- Lighting Design
- Signing & Striping Plans
- Traffic Control Plans
- Plans, specifications, and estimates (PS&E)

Years of Experience

- 12

Licensing

- Professional Civil Engineer, CA No. 91490

Education

- BS, Civil Engineering, University of California, Irvine, CA

Affiliations

- Institute of Transportation Engineers (ITE) Southern California Section, Co-Scribe (2018 to Present)
- Orange County Traffic Engineering Council (OCTEC), Member (2018 to Present)

Mr. Delgado has over 12 years of experience in transportation engineering, specializing in managing and delivering Intelligent Transportation Systems (ITS), lighting, traffic signal design, traffic control, and signing and striping projects. He has prepared plans, specifications, and estimates (PS&Es) in compliance with agency standards, such as the California Manual on Uniform Traffic Control Devices (CA MUTCD) and Caltrans, while leading multidisciplinary teams to ensure efficient project completion. His skills include ITS Master Plan development, signal timing optimization using Synchro software, field reviews for design verification, and coordinating closely with clients throughout all project phases. Additionally, Jonathan provides construction support services, including Request for Information (RFI) responses and contractor shop drawing reviews. Dedicated to improving transportation systems through innovative solutions and collaboration, he actively engages with industry professionals to stay current on best practices and emerging technologies. His experience includes:

Prior to MNS

Locust Avenue Widening and Reconstruction Street Lighting, City of Rialto, CA. Deputy Project Manager.

The City of Rialto is widening Locust Avenue from Casmalia Street to Riverside Avenue, adding in new travel lanes, sidewalks, and signing and striping. As part of this project, new LED luminaires and poles would be installed along Locust Avenue on both sides of the roadway. Jonathan worked with the team on the plans, specifications, and estimates, using the City's standard drawings to determine where the standard poles should be located relative to the curb face. He also used the City's standard drawings to determine the pole height, luminaire mast arm length, pole spacing, the configuration (i.e., staggered versus opposed), LED color temperature, lumens, wattage, and the preferred manufacturer. Finally, he designed where the service enclosures would be located for the new LED luminaires.

Cathedral Canyon Drive at Canyon Shores Drive Traffic Signal Project, City of Cathedral City, CA.

Deputy Project Manager. This project involved completing a traffic signal warrant analysis to determine if a new

traffic signal or high-intensity activated crosswalk (HAWK) signal could be installed at the intersection. CV Link connects to the intersection and is a 40-mile transportation corridor and recreation pathway that will allow bicyclists, pedestrians, and low-speed electric vehicle users to travel from Palm Springs to Coachella. Jonathan's responsibilities included performing the field work, examining the existing field conditions, and writing the traffic signal warrant analysis report. When it was determined that a new traffic signal or HAWK signal was unwarranted, he worked with the City to create plans, specifications, and estimates (PS&E) to install a temporary signal at the intersection along with new striping. Subsequently, Jonathan went to the City's public works yard to select salvaged traffic signal poles, mast arms, and luminaire arms to be reused at the intersection. New warning lights and signs would be installed on the poles, new LED luminaires would be used, and a new signal cabinet would be installed.

Cook Street and Market Place Drive Traffic Signal Improvements Project, City of Palm Desert, CA.

Deputy Project Manager. The City of Palm Desert desired a new traffic signal to be installed at the intersection of Cook Street and Market Place Drive. New signing and striping and communications improvements were also installed. In addition, new curb ramps that met Americans with Disabilities Act (ADA) standards were also installed at the new continental crosswalk. Jonathan attended meetings with the client and completed the traffic signal and communication design plans. The signal and communication improvements included a new signal cabinet and signal controller, ethernet switch, fiber patch panel, signal poles with LED luminaires, fiber optic cable, closed-circuit television (CCTV) camera, video detection cameras, a Bluetooth/Wi-Fi Cellular Vehicle-to-Everything (C-V2X) roadside units (RSUs), and service enclosure. He also coordinated with Southern California Edison (SCE) to provide new service to the traffic signal and coordinated with CVAG to integrate the fiber optic cable with the CVAG Regional Traffic Signal Synchronization Program (RTSSP) project on Cook Street. Jonathan wrote the protected left-turn study, proving a protected left turn should be provided for vehicles traveling northbound. Additionally, he was involved in the construction support

process, approving or rejecting shop drawings, and answering questions from the contractor.

Traffic Signal Modification Highway Safety Improvement Program (HSIP) Cycle 9 Project at 10 Locations, City of Cathedral City, CA. Project Engineer.

As part of this project, multiple signals in Cathedral City were modified with new signal and communications equipment. New signal cabinets, signal controllers, signal mast arm poles, LED luminaires, signal heads, video detection cameras with dilemma zones, and wireless radios were installed at signalized intersections along Vista Chino, Date Palm Drive, Landau Boulevard, Dinah Shore Drive, and Gerald Ford Drive. Jonathan's responsibilities included inspecting the existing signal and communications equipment in the field, along with designing and drafting the signal modification plans. He also completed the estimates and the specifications for the project. Finally, he completed the project description for environmental coordination for Caltrans to approve the project and continue providing Cathedral City with HSIP grant funding.

Traffic Signal Improvements Highway Safety Improvement Program (HSIP) Cycle 8 Project at 14 Intersections, City of Palm Springs, CA. Project Engineer.

This project involved modifications for various signals in the City of Palm Springs. New signal mast arm poles, LED luminaires, signal heads, video detection cameras with dilemma zones, signal controllers, and closed-circuit television (CCTV) cameras were installed at signalized intersections along Palm Canyon Drive, Indian Canyon Drive, and Vista Chino. Jonathan's responsibilities included inspecting the existing signal equipment in the field, along with designing and drafting the signal modification plans. He also coordinated with Caltrans regarding the signals on State Route 111 (Palm Canyon Drive and Vista Chino).

Yasmin Fuseini-Codjoe

Associate Engineer



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Active transportation
- Complete streets
- Traffic engineering, signal and lighting design.

Years of Experience

- 6

Education

- MS, Civil Engineering - Transportation, University of Southern California, Los Angeles, CA
- BA, Physics, Clark University, Worcester, MA

Affiliations

- Organization for Women in Science for the Developing World (OWSD)
- National Society of Black Engineers (NSBE)

Ms. Fuseini-Codjoe's focus is active transportation, roadway design and data analyses. Yasmin has experience in complete streets, active transportation, traffic engineering and signal design, roadway and transit, and master planning and cost estimating projects. Her experience includes:

Orgeta Hill – North Jameson Lane Bike Path Lighting, County of Santa Barbara, CA. *Design Engineer.*

This project is developing plans and PS&E for the extension of an existing bicycle path in Montecito. Yasmin's responsibilities include design and voltage drop calculations for the lighting along the bicycle path. She is responsible for the plan production and ensuring compliance with County and state compliance.

West Street Road Diet - Traffic Signal Improvements, City of Soledad, CA. *Associate Engineer.*

As part of a road diet, the city is looking to add bike lanes and reconfigure the lanes to include a buffer. The lane configuration impacts the traffic signal vehicle detection and vehicle heads. The design consists of converting from vehicle loops to video detection on all legs of the intersection, and relocation of vehicle heads to line up to the new lane configuration.

Hollis Street Transit and Pedestrian Improvements, City of Emeryville, CA. *Associate Engineer.*

MNS is providing land surveying and design services along the Hollis Street corridor between 40th and Powell Street. The project removed a channelized right-turn lane and required traffic signal modification. The design consists of removing two existing signal poles, installing new signal poles and push button posts, and confirming ADA compliance of pedestrian push button locations. Additional elements include bicycle and pedestrian improvements such as bulbout sidewalks, bus pads, dedicated loading areas to improve transit safety and efficiency, and pavement and utility upgrades.

40th Street Transit-Only Lanes and Multimodal Enhancements, City of Emeryville, CA. *Associate Engineer.*

The project is a new major transit-oriented corridor at 40th Street/San Pablo Avenue that includes a two-way separated bikeway on the north side of 40th Street, an additional eastbound transit-only lane,

conversion of a westbound travel lane into a transit-only lane, and project limits that extended to a commercial business entry. As a subconsultant, MNS is providing field survey and mapping and final design services including geometrics, intersection design, signing and striping, construction staging and traffic handling. The overall project scope includes:

- Multimodal Treatments (two-way separated Class IV bikeway, East/West Transit-only Lanes, multimodal intersection improvements, and transit stop improvements)
- Streetscape improvements and public art opportunities

Interstate 10/Cherry Valley Interchange, City of Calimesa, CA. *Associate Engineer.* This project develops PS&E for the upgrade and reconfiguration of the existing diamond interchange to a diverging diamond interchange (DDI) at the Interstate 10/Cherry Valley Interchange, which is a major thoroughfare of the South end of the City of Calimesa and the City of Beaumont. The traffic volume in the intersection has increased in the surrounding area due to the combination of newer and established residential/housing, the Marketplace at Calimesa, and the Cherry Valley Logistics Center. The interchange was recently upgraded with traffic signals and minor turning lane additions. These additions have provided some relief but will not support long-term regional growth.

State Route 132—Needham Street to Gates Road/Paradise Road Phase 2: Plans, Specifications, and Estimate (PS&E), Stanislaus County Council of Governments, Modesto, CA. *Associate Engineer.* This project will complete PS&Es, right-of-way (R/W) engineering, and supplemental project approvals for the State Route 132 Phase 2 project. This project widens State Route 132 from two to four lanes from Dakota to State Route 99 in the City of Modesto. The improvements include braided ramps at State Route 132/State Route 99 interchange, partial interchange at State Route 132/Carpenter Road, and the replacement of Kansas Ave overcrossing (OC).

As a subconsultant, MNS is supporting all major design submittals and performs periodic checks of the deliverables against the project schedule and scope. The

project scope of work includes technical reports and design submittals required to deliver the final plans, specifications, and estimates. The project team also provides project management, topographic surveying and base mapping, supplemental environmental and project approvals, R/W engineering, bidding, and construction services. This project requires coordination between the consulting team, StanCOG, Caltrans District 10, City of Modesto and Stanislaus County representatives, and other regulatory agencies. MNS implemented the established Quality Assurance (QA) Procedures, which included performing Quality Control (QC) and QA Audits for the project. MNS is also conducting QA/QC reviews for all the design submittals.

Engineering Services for Country Club T-Main Traffic Control Plans, Golden State Water Company, CA. *Associate Engineer.* MNS is providing project management, QA/QC, and traffic control plans for Golden State Water Company.

Santa Monica Wilshire Boulevard Safety Analysis, City of Santa Monica, CA. *Assistant Engineer.* Yasmin assisted the development of 30% design deliverables for the recommended improvements to the 34 intersections along the 2.5-mile Wilshire Boulevard corridor. Yasmin also helped present the recommendations to the Santa Monica Planning Commission.

Santa Maria Active Transportation Plan, Santa Maria, CA. *Assistant Engineer.* Yasmin was responsible for researching and compiling the recommendations and countermeasures presented in the Santa Maria Active Transportation Plan. The Plan helps Santa Maria realize a network of comfortable and convenient facilities for people walking, bicycling, and taking transit.

Fresno Systemic Safety Analysis Report (SSAR), Fresno, CA. *Assistant Engineer.* Yasmin used crash data analyses to research and compile pedestrian and bicycle engineering countermeasures, as well as general non-engineering recommendations presented in the Fresno Systemic Safety Analysis Report. This effort serves to increase pedestrian, bicycle, and motor vehicle safety in the City of Fresno.

APPENDIX B

REFERENCES

Reference	Project Details
<p>City of Santa Clarita Carla Callahan, Senior Engineer 23920 Valencia Boulevard, Santa Clarita, CA 91355 661.286.4130 ccallahan@santa-clarita.com</p>	<p>Length of Time Services Were Provided 2023 - current</p> <p>Description of Services MNS is providing preliminary and final design engineering services for the Dockweiler Drive Extension including new Traffic signals, Fiber Optic communication and street lighting design.</p>
<p>County of Santa Barbara Mark K. Friedlander, Alternative Transportation 105 E Anapamu Street Santa Barbara, CA 93101 805.568.3576 mkfriedlander@countyofsb.org</p>	<p>Length of Time Services Were Provided 2025 - current</p> <p>Description of Services MNS is providing PS&E for a H.A.W.K. signal along Hollister Avenue.</p>
<p>County of Santa Barbara Daniel Garcia-Gonzalez, PE, Project Manager 105 E Anapamu Street Santa Barbara, CA 93101 805.803.8771 dggarcia@countyofsb.org</p>	<p>Length of Time Services Were Provided 2025 - current</p> <p>Description of Services MNS is providing PS&E and lighting design for a pedestrian and bicycle path along Jameson Lane.</p>

APPENDIX C BILLING RATES

2026 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge.....	\$395
Senior Project/Program Manager.....	355
Project/Program Manager.....	305
Assistant Project/Program Manager.....	280
Senior Project Coordinator.....	220
Project Coordinator.....	185

ENGINEERING

Principal Engineer.....	\$340
Lead Engineer.....	300
Supervising Engineer.....	285
Senior Project Engineer.....	255
Project Engineer.....	230
Associate Engineer.....	210
Assistant Engineer.....	195

SURVEYING

Principal Surveyor.....	\$310
Lead Surveyor.....	300
Supervising Surveyor.....	255
Senior Project Surveyor.....	230
Project Surveyor.....	205
Associate Project Surveyor.....	195
Assistant Project Surveyor.....	180
Party Chief (PW).....	210
Chainperson (PW).....	180
One-Person Survey Crew (PW).....	250

TECHNICAL SUPPORT

CADD Manager.....	\$220
Supervising Technician.....	195
Senior Technician.....	185
Engineering Technician.....	150

CONSTRUCTION MANAGEMENT

Principal Construction Manager.....	\$375
Senior Construction Manager.....	325
Senior Resident Engineer.....	300
Resident Engineer.....	285
Structure Representative.....	285
Construction Manager.....	250
Assistant Resident Engineer.....	230
Sr. Construction Inspector (PW).....	215
Construction Inspector (PW).....	200
Senior Office Administrator.....	175
Office Administrator.....	145

PLANNING

Practice Lead.....	\$315
Senior Technical Specialist.....	275
Technical Specialist.....	250
Principal Planner/Scientist.....	210
Senior Planner/Scientist.....	195
Associate Planner/Scientist.....	165
Assistant Planner/Scientist/Monitor.....	140
Planning Technician/Field Monitor.....	115
Senior GIS Technician.....	185
GIS Technician.....	140
Labor Compliance Officer.....	165
Labor Compliance Analyst.....	125
Senior Housing Manager.....	235
Housing Manager.....	195
Principal Housing Analyst.....	175
Senior Housing Analyst.....	145
Housing Analyst.....	115

GOVERNMENT SERVICES

City Engineer.....	\$295
Deputy City Engineer.....	260
Assistant City Engineer.....	245
Plan Check Engineer.....	205
Permit Engineer.....	195
City Inspector.....	185
Senior City Inspector (PW).....	215
City Inspector (PW).....	200
Principal Stormwater Specialist.....	250
Senior Stormwater Specialist.....	220
Stormwater Specialist.....	190
Stormwater Technician.....	170
Building Official.....	285
Senior Building Inspector.....	220
Building Inspector.....	195
Senior Grant Writer.....	210
Grant Writer.....	200
Associate Grant Writer.....	180
Assistant Grant Writer.....	160

ADMINISTRATIVE SUPPORT

Senior Management Analyst.....	\$220
Management Analyst.....	190
IT Technician.....	155
Graphics/Visualization Specialist.....	165
Administrative Assistant.....	115

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate.

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law and are subject to increases per DIR.

ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to 5% annual escalation or the most recent US Bureau of Labor Statistics Consumer Price Index, whichever is higher.

OVERTIME

Overtime for non-exempt employees will be charged at 1.5 x hourly rate; overtime for exempt employees and other classifications will be charged at 1 x hourly rate.

Rev. 11/3/2025



PROPOSAL TO PROVIDE
**San Miguel Community Services District –
Street Lighting Design Services**

November 7, 2025

Submitted to
San Miguel Community
Services District



November 7, 2025

Kelly Dodds, General Manager
San Miguel Community Services District
1765 Bonita Place
San Miguel, CA 93451

Subject: **San Miguel Community Services District - Street Lighting Design Services**

Dear Ms. Dodds,

The Engineering Partners, Inc. (EPI) is pleased to submit our proposal to provide professional engineering and design services for the San Miguel Community Services District (SMCSD) Street Lighting Design project. EPI brings over four decades of successful experience designing and delivering municipal lighting, utility coordination, and infrastructure projects across California. We are excited for the opportunity to partner with SMCSD to create a safer, better lit, and more connected community.

Lighting the Path to Safer, Smarter Communities

At EPI, we take pride in helping communities design lighting systems that improve safety, visibility, and long-term maintainability. Our team combines technical precision with a practical, utility-focused approach that streamlines project delivery from concept through energization.

This project represents an opportunity to enhance public safety, pedestrian access, and the visual identity of San Miguel through efficient, well-coordinated lighting design. Drawing on lessons learned from recent projects with the **City of Encinitas, City of San Marcos, San Diego Gas & Electric (SDG&E), Southern California Edison (SCE), and Pacific Gas & Electric (PG&E)** we will apply proven best practices to ensure every fixture location, conduit route, and service connection aligns with SMCSD and **PG&E** requirements.

Our Key Personnel

Benedick Balisi, P.E. - Project Manager.

Benedick is a licensed Electrical Engineer with over 32 years of experience and will lead the overall design and coordination effort. He brings direct experience managing large-scale lighting and streetscape projects, including the award-winning **North Coast Highway 101 Streetscape Improvements** in Encinitas. Benedick's deep background in utility coordination with both **SDG&E and PG&E** ensures efficient permitting, conflict resolution, and timely energization.

Chris Falk - Electrical Designer.

Chris brings 14 years of experience in power distribution and lighting design, including his work on the **North Coast Highway 101 Streetscape Improvements** in Encinitas, where he managed photometric modeling, utility coordination, and Title 24 compliance. Chris will serve as the **primary electrical designer**, responsible for plan production, fixture specifications, and integration of District lighting standards.

Mary Gaunt - Lighting Design Lead.

Mary is a skilled drafter and design coordinator with strong command of AutoCAD and lighting layout detailing. She will serve as **Lead for Lighting**, managing fixture placement, mapping, and document control. Mary's attention to detail ensures that every lighting element is accurately reflected and ready for construction documentation.



Our Differentiators

Utility Coordination Expertise - The Cornerstone of Our Success

EPI's strength lies in our ability to bridge engineering design with utility operations. For more than 40 years, we have worked hand-in-hand with **SDG&E, SCE and PG&E** on lighting, undergrounding, and infrastructure projects, giving us a deep understanding of each utility's processes, design standards, and approval pathways.

We routinely lead efforts to secure encroachment and contact permits, prepare service connection drawings, and resolve field coordination challenges before they impact schedule or cost. Our engineers are fluent in PG&E, SCE and SDG&E technical requirements—from load calculations and circuit planning to pole spacing and trench routing.

On the **City of Encinitas' North Coast Highway 101 Streetscape Project**, EPI coordinated with SDG&E to install 243 decorative acorn lights, resolving clearance issues, power distribution conflicts, and aesthetic considerations while maintaining cost and schedule. This level of proactive coordination is precisely what we bring to SMCSD—ensuring smooth collaboration with PG&E and seamless delivery from 50% design through final energization.

Lighting Design Expertise

Our portfolio includes citywide lighting upgrades, streetscape illumination, and solar lighting systems for agencies across California. We excel at integrating functional and aesthetic design—balancing photometric performance, fixture efficiency, and architectural character.

Local and Utility Familiarity

Our ongoing work with PG&E, SCE and SDG&E positions EPI to navigate agency processes quickly. We understand encroachment permitting through both **San Luis Obispo County** and PG&E's service planning portal which will expedite approvals and reduce project delays.

Collaborative Project Management

EPI's project structure emphasizes responsiveness, transparency, and direct communication. Benedick Balisi will serve as the single point of contact for SMCSD, supported by an agile in-house design team with full QA/QC oversight by licensed engineers.



Our Commitment

EPI is committed to delivering a design that enhances safety, reduces operational costs, and complements SMCSD's community aesthetic. We bring a balance of technical precision, field experience, and collaborative coordination that ensures a streamlined path from design through implementation.

We appreciate the opportunity to submit this proposal and look forward to partnering with SMCSD on this important community project. Should you have any questions or require additional information, please contact **Benedick Balisi, P.E.**, Project Manager, at (858) 824-1761 or benedick@engineeringpartners.com.

Thank you for your consideration.

Sincerely,

Benedick Balisi, PE, Proposal Manager

The Engineering Partners, Inc.

10620 Trenea Street., Suite 300

San Diego, CA 92131

(858) 824-1761



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1 Project Understanding and Approach



Project Understanding

The Engineering Partners, Inc. (EPI) understands that the San Miguel Community Services District (District) seeks a qualified engineering team to provide comprehensive street lighting design services that enhance public safety, pedestrian visibility, and community comfort. The project encompasses new lighting design at the four priority locations identified in Attachment A of the RFP, along with up to four additional intersections within San Miguel.

EPI will evaluate District-owned versus utility-owned lighting options, perform detailed photometric analysis to confirm with the SMCS District Street Light Design Standards including requirements from IES Lighting Handbook, and prepare bid-ready construction documents meeting all applicable permitting requirements.

Successful delivery will require close coordination with the serving utility to address service connections and contact requirements, as well with the County of San Luis Obispo to secure permits. EPI will ensure that all design elements minimize light pollution, incorporate dark-sky principles, and complement community aesthetics goals, while maintaining cost-effectiveness and long-term maintainability suitable for a small, rural community setting.

Approach to Project Delivery

1. Project Planning and Preparation

A successful street lighting project begins with thorough planning to define objectives, technical requirements, and implementation strategies. EPI listed below key steps and approach that are important in meeting the goal of this project:

- **Define project scope and objectives:** Identify the road categories (arterial, secondary, residential), lighting levels, and sustainability targets.
- **Establish design criteria:** Follow San Miguel Community Services District Street Light Design Standards and Illuminating Engineers Society of North America (IESNA) lighting handbook.
- **Prepare a project schedule:** Establishing a project execution plan with clear milestones and decision points.

Project tracker: Issue tracking, and document control throughout the project.

2. Data Collection and Site Survey

Accurate data is critical to ensure the design is context-appropriate and cost-effective. EPI will conduct visual inspection of the project sites and will provide accurate field notes identifying the following:

- Placement of existing street lighting poles
- Mark up existing utilities and overhead obstructions.
- Assess traffic density, road width, pedestrian activity, and ambient lighting conditions.
- Evaluate power availability or potential for solar deployment.

3. Teamwork & Collaboration

Our project team is structured to leverage the strengths of both EPI and our subconsultant, Aark Engineering (structural engineering), ensuring seamless and collaborative delivery. We will:

- Conduct a kickoff meeting to confirm goals, roles, schedule, and communication protocols.
- Hold design review workshops at the 50% and 90% stages to incorporate District feedback into the evolving design.
- Engage early with the serving utility and the District to reduce rework, streamline permits, and ensure design feasibility.

Aark Engineering will serve as a key subconsultant, supporting structural engineering such as anchorage and supports of light poles. Aark's technical expertise complements EPI's project management, agency coordination, permitting support, and civil infrastructure design capabilities—ensuring the District receives a complete, compliant, and constructible design package.

EPI brings extensive experience coordinating streetlight and infrastructure designs with public utilities, including SDG&E and Southern California Edison (SCE). While each utility has unique requirements, this experience provides a strong foundation of service planning and utility coordination practices that are transferable to PG&E processes.

4. Communication Strategy

Clear, consistent, and proactive communication is central to our delivery model. We will:

- Provide a single point of contact (Project Manager) for all District coordination.
- Conduct bi-weekly progress check-ins to review status, decisions needed, and upcoming tasks.
- Issue meeting notes, action items, and decision logs within 48 hours to maintain transparency and alignment.

5. Design and Engineering

The design phase ensures that the lighting system meets safety, functionality, and energy efficiency goals. EPI approach on the design phase includes the following:

- Use of AGi32 to model illumination levels, uniformity, and glare control.
- Optimize pole height, spacing, and luminaire type for uniform coverage.
- Prioritize LED luminaires for energy efficiency, long lifespan, and low maintenance.
- Incorporate smart control systems such as photo sensors for automatic lighting control.
- Prepare detailed design drawings, load calculations, and Bill of Quantities (BOQ) for bidding purposes.
- Develop technical specifications for luminaires, poles, cabling, and control systems.

On the next page shows a sample lighting plan for the walking path crossing the railroad tracks and parallel to 16th Street which is one of the areas of interest for additional street lighting required in this RFP. The sheet shows proposed lighting locations and calculated photometrics of the area.

6. Quality Assurance / Quality Control (QA/QC)

EPI applies a structured QA/QC program to ensure accuracy, clarity, constructability, and standards compliance. Our process includes:

- Independent QA/QC reviews at 50%, 90%, and Final design by an electrical engineer PE not involved in engineering design of the project.
- Compliance checks against SMCSO lighting standards, dark-sky considerations, and permitting requirements.
- A final **Bid-Ready Review** prior to submission to ensure contractor clarity, specification consistency, and permitting completeness.

7. Cost & Schedule Controls

EPI manages costs and schedule proactively to protect the District's investment. We will:

- Develop a baseline schedule with submittal milestones, agency review durations, and decision deadlines.
- Provide an Engineer's Estimate of Probable Construction Cost using latest edition of RS Means at 50% and 90% to maintain alignment with District budget expectations.
- Identify value-engineering options to minimize construction costs, reduce trenching where feasible, and support long-term maintenance efficiency without compromising performance.

8. Risk Management Approach

We identify and address risks early to avoid redesign, delays, or cost impacts. Anticipated risks and mitigation measures include:

- **Utility service planning challenges:** initiate early coordination with the serving utility to confirm service feasibility and metering requirements.
- **Permitting delays:** seek preliminary feedback from the County of San Luis Obispo to confirm encroachment permit expectations prior to official submittal.
- **Community sensitivity to lighting levels or aesthetics:** use photometric models and fixture/optic options to support informed District decision-making and prevent community concerns.

While this RFQ/P focuses on design services, EPI is also available to support the District during bidding and construction, including responding to RFIs, preparing addenda, and providing construction support services if requested.

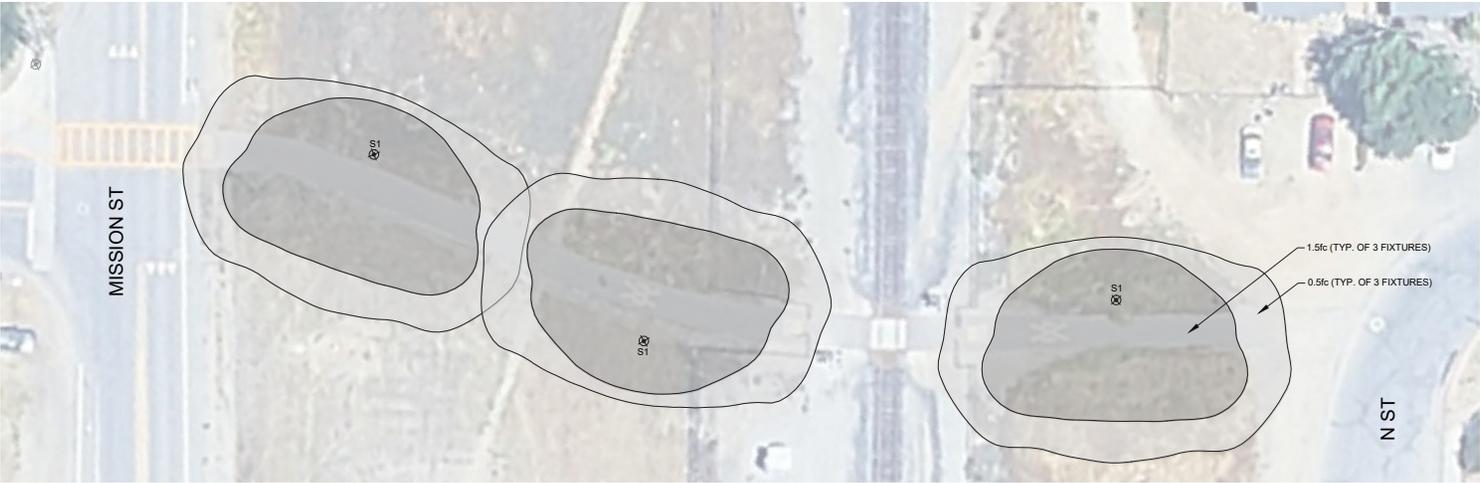
Outcome of Our Approach

Through a collaborative team led by EPI and supported by Aark Engineering, the District will receive a community-appropriate, compliant, and cost-effective lighting design that enhances public safety and supports San Miguel's long-term goals. Our disciplined project management, proactive communication, integrated teamwork model, rigorous QA/QC, and responsible cost and schedule controls will result in a design that is ready for permitting, bidding, and successful construction. This approach aligns with the District's evaluation priorities for clear project understanding, qualified team delivery, and effective communication to support an efficient project experience.



PLAN NORTH
1 LIGHTING PLAN
 SCALE: 1/16"=1'-0"
 1/16"=1'-0" 0' 8' 16' 32'

- LEGEND**
- ⊗ NEW FIXTURE
 - ⊗ EXISTING FIXTURE
 - PHOTOMETRIC ILLUMINANCE
 - fc FOOTCANDLE



PLAN NORTH
2 PHOTOMETRIC PLAN
 SCALE: 1/16"=1'-0"
 1/16"=1'-0" 0' 8' 16' 32'

10820 TREFANA STREET
 SUITE 300 SAN DIEGO, CA 92131



CLIENT:

SAN MIGUEL COMMUNITY SERVICES DISTRICT
PROPOSED STREET LIGHTING DESIGN

NO.	REVISION	DATE

SHEET:
 LIGHTING AND
 PHOTOMETRICS PLAN

ESK-1.00



2 Project Team/ Qualifications



Project Team Overview

At The Engineering Partners, Inc. (EPI), our mission is to light the path to safer, smarter communities—turning technical precision into tangible improvements in safety, reliability, and community identity. For the San Miguel Community Services District (SMCSD) Street Lighting Design Project, EPI has assembled a trusted, in-house team with deep experience delivering municipal lighting and power-distribution projects for PG&E, SDG&E, and multiple Southern California agencies.

Led by Project Manager Benedick Balisi, P.E., supported by Senior Electrical Designer Chris Falk and Lighting Design Lead Mary Gaunt, this team combines precision engineering with collaborative communication. Together they deliver designs that are accurate, constructible, and fully aligned with SMCSD and PG&E standards.

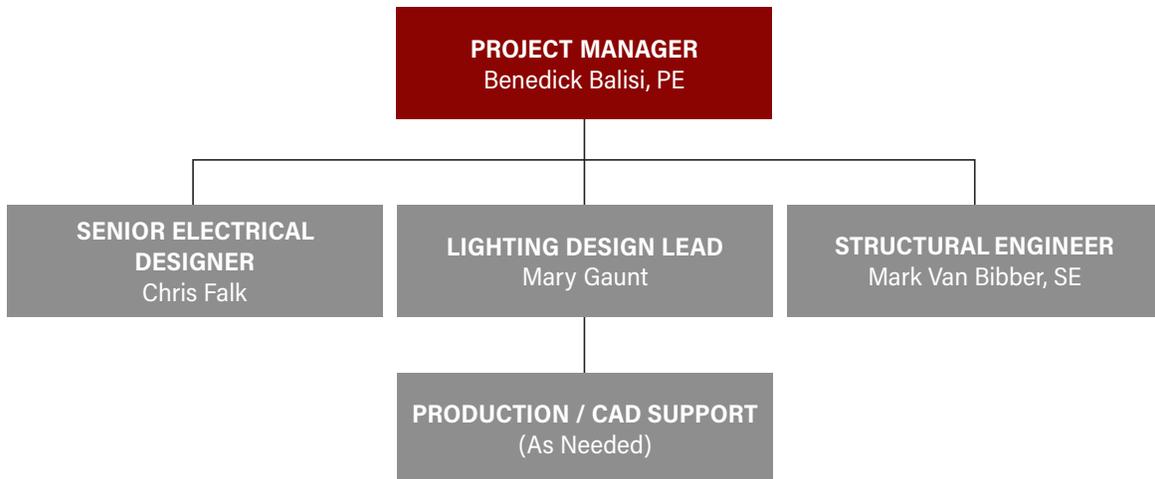
Organization & Communication Structure

EPI's streamlined organization promotes clear communication, accountability, and quick decision-making. Each team member plays a defined role within a direct reporting structure designed for responsiveness and transparency.

Benedick Balisi, P.E., serves as Project Manager and primary client contact, responsible for technical oversight, coordination with PG&E, and QA/QC. Chris Falk manages plan production, lighting layouts, and photometric modeling, while Mary Gaunt oversees fixture placement, CAD documentation, and submittal consistency.

EPI has assembled a project team that integrates leadership, technical expertise, and hands-on design capability within a clear communication structure. Our team is intentionally streamlined to enhance responsiveness, eliminate communication gaps, and maintain full accountability from concept to construction support.

As shown in the organization chart below, **Project Manager Benedick Balisi, P.E.** provides single-point leadership and direct oversight of all design, QA/QC, and coordination activities. **Senior Electrical Designer Chris Falk** leads plan production and photometric modeling, while **Lighting Design Lead Mary Gaunt** manages fixture layouts, CAD documentation, and visual design consistency. Together, they represent a cohesive team with extensive experience delivering lighting and utility projects under both **SDG&E** and **PG&E** frameworks.



PROVEN UTILITY COORDINATION EXPERTISE

Decades of direct coordination with PG&E and SDG&E ensure efficient approvals, accurate design packages, and fewer field changes.

COLLABORATIVE, LOW-RISK DELIVERY

A fully in-house team working in daily contact eliminates disconnects common in multi-firm designs, reducing delays and rework.

Team Approach & Coordination Philosophy

EPI's project delivery model is built around proactive, transparent coordination—bridging the technical rigor of design with the practical realities of construction and utility review. Our team operates as an extension of the client, maintaining constant alignment between design intent, field constructability, and utility requirements.

From project kickoff, the EPI team establishes clear communication channels with the District, PG&E representatives, and all reviewing agencies. Weekly internal coordination meetings are complemented by early submittal previews and design check-ins to identify potential issues before they impact cost or schedule. This process ensures that conduit routing, pull box placement, and fixture selection align with both PG&E design standards and District preferences.

The EPI team leverages its experience with similar SDG&E and PG&E lighting projects—such as the City of Encinitas Streetscape and the City of San Marcos Lighting Program—to anticipate reviewer comments and streamline utility approval cycles. This disciplined, forward-looking coordination approach reduces redesign risk and accelerates time to construction.

Ultimately, EPI's coordination philosophy reflects our mission to light the path to safer, smarter communities—where precision and communication produce projects that are efficient, compliant, and built to serve the public.

DIFFERENTIATOR

Efficient, Utility-Ready Workflows: By anticipating PG&E requirements, EPI designs pass review quickly—cutting typical response cycles by weeks.

Quality Assurance / Quality Control (QA/QC)

Quality assurance and quality control are embedded into every phase of EPI's design process, from preliminary concept through record drawings. Each deliverable is reviewed for design accuracy, constructability, and adherence to both PG&E and District standards.

Our QA/QC process includes multiple layers of peer and managerial review:

- **Technical Review** - Validation of calculations, photometric modeling, and voltage drop/load analyses to ensure each design meets safety and illumination criteria.
- **Constructability Review** - Assessment of routing, fixture access, and installation practicality to minimize field conflicts.
- **Standards & Compliance Review** - Verification of alignment with PG&E's Greenbook standards, trench/conduit specifications, and grounding requirements.

Benedick Balisi, P.E., as Project Manager, provides final review and approval of each submittal prior to release, ensuring one accountable chain of responsibility. All comments and markups are tracked in EPI's internal QA/QC log, enabling full transparency and continuous improvement across projects.

This structured review process has allowed EPI to deliver lighting and undergrounding projects with **minimal RFI and zero redesigns**—a performance standard we intend to uphold for SMCSD. Our QA/QC discipline is what transforms technical accuracy into public safety and operational reliability.

EFFICIENT REVIEW CYCLES

EPI's embedded QA/QC process minimizes utility revisions and accelerates approval.

Key Personnel

EPI's project team combines decades of municipal and utility design experience with a proven record of collaboration on street lighting and power-distribution projects. Together, Project Manager **Benedick Balisi**, Senior Electrical Designer **Chris Falk**, and Lighting Design Lead **Mary Gaunt** have successfully delivered lighting programs for the City of Encinitas, the City of San Marcos, and SDG&E. Their integrated approach blends technical accuracy, field awareness, and aesthetic sensitivity—ensuring designs that are both functional and community-focused.

FULL ACCOUNTABILITY FROM CONCEPT TO ENERGIZATION

Benedick's leadership provides one accountable line of responsibility—reducing risk and ensuring consistent quality.



Benedick Balisi, P.E. | *Project Manager*

Benedick is a California-licensed Electrical Engineer with more than 31 years of experience managing lighting, undergrounding, and power-distribution projects for utilities and municipalities across California. His experience spans end-to-end project delivery—from feasibility and load analysis to construction support and energization. Benedick currently leads multiple PG&E and SDG&E lighting initiatives, where his ability to navigate design standards, coordinate with utility reviewers, and manage multidisciplinary teams ensures on-time, compliant, and cost-effective results.

Benedick has managed corridor lighting upgrades, intersection conversions, and utility relocations across San Diego County, including SDG&E franchise projects, the City of San Marcos Lighting Program, streetlight modernization efforts. His proactive communication and structured QA/QC oversight create predictability for clients and contractors alike.

FIELD-FOCUSED, COMMUNITY-CENTRIC DESIGN

Chris's photometric modeling and layout precision enhance both safety and community identity.



Chris Falk | *Senior Electrical Designer*

Chris brings 16 years of specialized experience in lighting and electrical distribution design. He has delivered complex municipal lighting projects, including the **City of Encinitas North Coast Highway 101 Streetscape**, where he led photometric analysis, fixture selection, power and SDGE distribution upgrades, and construction documentation to achieve both safety and aesthetic goals. His portfolio also includes lighting projects for the **City of San Diego**, including Willie Henderson Sports Complex, and numerous park lighting assessments for the City of San Jose and San Diego and Monterey Counties.

Chris' technical depth includes circuiting, load calculations, photometric simulations, and CAD production using AutoCAD and Bluebeam. He is known for his detail-oriented designs that minimize RFIs and change orders and enhance field constructability.

COMMUNITY-FOCUSED ENGINEERING

Mary's designs deliver lighting systems that are safe, maintainable, and visually aligned with community character.



Mary Gaunt | *Lighting Design Lead*

Mary has over eight years of experience in lighting layout, CAD production, and inter-agency coordination for municipal and utility clients. She has led lighting design documentation and submittal review for multiple PG&E and SDG&E-aligned projects, including the **City of Encinitas Streetscape and City of San Diego Undergrounding Program**.

Mary's strength lies in integrating aesthetic lighting goals with engineering requirements—producing plans that are visually cohesive, code-compliant, and efficient to install. Her familiarity with utility design standards, permitting workflows, and field construction drawings ensures accuracy and uniformity across all submittals. She also leads EPI's internal lighting QA/QC process, mentoring junior designers and maintaining consistency across plan sets and photometric analyses.

Full resumes for the key personnel described above are provided in **Appendix A**. Each resume includes professional certifications, project experience, and relevant utility coordination history. Professional references for the Project Manager and other key team members are included in **Appendix B**, providing direct client contacts for recent lighting and utility design projects.



Mark Van Bibber, S.E. | *Structural Engineer*

Mark is a Principal Structural Engineer with over 25 years of experience specializing in structural and civil design for public infrastructure and street lighting projects. He has served as the Structural Engineer of Record on numerous municipal lighting and streetscape improvements, including work for the Cities of El Cajon, San Diego, Lemon Grove, and Oceanside, as well as for SANDAG and ocV!BE Anaheim. Mark's expertise includes structural design for light pole foundations, decorative street lighting systems, and park and roadway improvements. He is a licensed Structural and Civil Engineer in California and holds a B.S. in Civil Engineering from San Diego State University.

Subconsultant Team Overview

To deliver a comprehensive and technically robust solution, our team is supported by a highly qualified subconsultant who bring specialized expertise to key project elements. AARK Engineering has been selected based on their proven experience, technical credentials, and ability to deliver high-quality work that aligns with project requirements and utility standards. Their involvement strengthens our overall approach, enhances design quality, and ensures all disciplines are fully coordinated for efficient execution.

AARK Engineering - Structural Engineering Support | AARK Engineering will provide dedicated structural engineering services for this project, serving as the Structural Engineer of Record (SEOR) for the light pole footing design. Their scope includes:

1. Designing light pole foundations tailored to site conditions and project requirements
2. Preparing and stamping structural calculations and drawings
3. Ensuring compliance with applicable building codes, standards, and utility criteria
4. Coordinating with the design team to support constructability and field readiness

AARK Engineering's involvement ensures that all structural elements of the light pole installation are designed for safety, durability, and long-term performance.

Resumes for subconsultant key staff are also provided in Appendix A, and their references appear in Appendix B.

Safety and Training Commitment

Safety is the foundation of every EPI project—from concept design through energization. Our team approaches safety not as a requirement, but as a design principle. Every lighting system we engineer is developed with construction feasibility, maintenance access, and public protection in mind.

All EPI personnel assigned to this project maintain **utility-aligned safety and field awareness training**, including **Cal/OSHA, CPR/First Aid, and SDG&E/PG&E construction interface protocols**. Team members regularly participate in job-site safety walk-throughs and design-to-field reviews to understand real-world installation conditions. This direct field feedback continuously informs our conduit routing, vault placement, and lighting fixture selections—reducing exposure risks for crews and the public alike.

EPI's design standards incorporate **safe-work clearances, fall-protection considerations, and maintenance ergonomics**, ensuring long-term safety beyond construction. Our in-house QA/QC process integrates a safety checkpoint at each design milestone, verifying that trench alignments, grounding schemes, and pull-box configurations comply with both PG&E and local jurisdictional requirements.

Ultimately, safety at EPI is inseparable from quality. By embedding field-tested safety practices into every plan set, we not only protect construction personnel but also deliver lighting systems that operate reliably for decades—**lighting the path to safer, smarter communities**.

SCALABLE EXPERTISE, SINGLE-SOURCE CONTROL

Specialty consultants are integrated through Benedick Balisi's management framework, maintaining schedule, cost, and communication continuity.

SAFETY AS DESIGN STANDARD

Every design decision reinforces EPI's commitment to safer, smarter communities.

3 Relevant Project Experience



3 RELEVANT PROJECT EXPERIENCE

The Engineering Partners, Inc. (EPI) offers proven experience delivering municipal lighting, utility, and public-infrastructure design projects that align closely with the objectives of the San Miguel Community Services District's Street Lighting Design Services RFQ/P. The following project summaries highlight work of comparable nature, magnitude, and complexity, including street and pedestrian lighting design, utility coordination, permitting with agencies such as PG&E and local jurisdictions, and preparation of bid-ready construction documents. Each example identifies the year(s) of performance, key team members and subconsultants, and their respective roles. Projects were selected for their relevance to critical elements of this assignment—public safety lighting improvements, utility-owned vs. District-owned lighting considerations, stakeholder and agency coordination, and design development through 50%, 90%, and Final submittals—to demonstrate our team's technical capability, collaboration strengths, and successful delivery of outcomes for public agencies.

North Coast Highway 101 Streetscape Improvement Plans - Encinitas, CA | 2014 - Ongoing

All new construction, providing design, calculations, **photometric analysis**, and installation of pedestrian pathway lighting along 2.4 miles of Highway 101 in Encinitas, CA, between A Street and La Costa Avenue. **The project was delivered through 50% Design Development, 90% Pre-Final Draft, and 100% Final bid-ready construction documents**, including specifications and the engineer's opinion of probable cost. The design includes installation of 243 decorative acorn pole lights and associated pole-top holiday lighting power receptacles, multiple installations of Art Exhibition and Seatwall lighting fixtures along the corridor, **with a focus on improving pedestrian safety, visibility, and nighttime usability in high-traffic community zones.**

The project included **utility and permitting coordination with SDG&E and the City of Encinitas**, accompanying lighting and receptacle controls, **service planning**, and power for multiple irrigation controllers. **Design incorporated local street lighting standards, dark-sky considerations, and aesthetic requirements to maintain community character and minimize light pollution**, along with **coordination with community stakeholders and local businesses** to support lighting placement, fixture selection, and minimize light spill. Project scope included providing all distribution infrastructure, **evaluation of utility-owned vs. City-owned streetlight options and lifecycle considerations**, connection to existing SDG&E transformers, installation of new dual-metered pedestals, and all associated pullboxes, conduit, wiring, and controls. **Value-engineering recommendations were developed to reduce construction and long-term maintenance cost without compromising safety or lighting performance.**

Key Roles

- *Project Manager: **Benedick Balisi***
- *Lead Engineer: **Chris Falk***
- *Lighting Designer: **Mary Gaunt***



Replace South Iwo Jima Street Lights - Barstow, CA | 2022 - Ongoing

The Engineering Partners, Inc. (EPI) provided comprehensive street lighting design services to modernize and improve roadway illumination along South Iwo Jima Street in Barstow, CA. This project focused on replacing outdated lighting infrastructure with a safer, more energy-efficient, and visually consistent system tailored to enhance nighttime visibility and pedestrian safety. EPI's scope included full-service design from initial field verification through Final bid-ready construction documents, inclusive of specifications and the engineer's opinion of probable cost.

Our team led a strategic approach that accounted for both short-term construction efficiency and long-term operational value. The design evaluated replacement fixture technologies, pole and foundation upgrades, circuit capacity, and lighting performance enhancements to meet modern LED standards. Deliverables followed a structured 50% Draft, 90% Final Draft, and Final submittal, incorporating stakeholder feedback and preferences at each stage.

EPI worked closely with Naval Facilities Engineering Command (NAVFAC) and Facilities Public Works to streamline utility coordination, service planning, and permitting. Value-engineering recommendations reduced construction costs associated with trenching, pole replacement, and material procurement while maintaining high-quality lighting performance.

The resulting design elevated corridor safety, provided uniform illumination, and minimized glare and light spill to adjacent residential areas—supporting the Base's goal of improving public safety through thoughtful infrastructure upgrades.

Key Roles

- *Project Manager: **Benedick Balisi***
- *Lead Engineer: **Chris Falk***
- *Lighting Designer: **Mary Gaunt***



Replace Joseph Boll Avenue Street Lights - Barstow, CA | 2022 - Ongoing

EPI delivered full streetlight replacement design services to revitalize the lighting system along Joseph Boll Avenue in Barstow, CA. The project included a holistic review of existing field conditions, performance gaps, infrastructure needs, and opportunities to enhance lighting uniformity and energy efficiency through modern LED technology. Services culminated in Design Development (50%) , 90% Final, and Issue for Construction (IFC) submittal. IFC documents supported by detailed specifications and the engineer's opinion of probable cost.

EPI's design approach prioritized facility safety, reduced maintenance burden, and long-term asset reliability. Our team developed improved lighting layouts, fixture and pole standards, conductor and conduit upgrades, and design provisions to enhance visibility at key roadway areas and intersections. Recommendations were aligned with contemporary safety and lighting guidelines to ensure balanced light distribution with minimal glare and spillover into residential areas.

Close coordination with Naval Facilities Engineering Command (NAVFAC) and Facility's Public Works ensured seamless integration with utility requirements and accelerated permitting timelines. Value-engineering strategies focused on fixture standardization, material efficiencies, and installation cost reduction without compromising lighting quality or public safety outcomes.

Through thoughtful planning, technical rigor, and proactive stakeholder engagement, EPI helped the City advance a cost-effective and community-focused roadway lighting enhancement that strengthens neighborhood security and modernizes aging infrastructure.

Key Roles

- *Project Manager: **Benedick Balisi***
- *Lead Engineer: **Chris Falk***
- *Lighting Designer: **Mary Gaunt***



Nutmeg Homes - City of Escondido, CA | 2020 - 2023

The Engineering Partners, Inc. (EPI) provided electrical distribution and undergrounding design services to support the development of the Nutmeg Homes residential community (street lighting) in the City of Escondido, CA. The project included planning and design for new utility infrastructure to serve a multi-unit housing development, with a focus on reliable power distribution, constructability, and coordination with San Diego Gas & Electric (SDG&E). EPI supported the project through layout development, system design, and preparation of plan documentation to facilitate agency review, utility approval, and construction execution.

Services included underground electric system design, load calculations, service routing, and utility bring-up strategy to support new street lighting in the residential community. The project required careful consideration of equipment placement, trenching paths, and conduit routing to minimize surface disruption and support builder/contractor workflow. EPI incorporated SDG&E standards, utility requirements, and community design considerations to ensure long-term system reliability, safety, and ease of maintenance for both the City and the developer.

EPI worked in close collaboration with the City of Escondido's Development Services Department, the project developer, and SDG&E to align design milestones, streamline service approvals, and address utility constraints. Our team provided value-engineering recommendations to reduce material and installation costs, including strategic placement of meter pedestals, street lighting fixtures, optimized conduit routing, and standardization of equipment types. The design approach balanced safety, constructability, and aesthetics to deliver an efficient and community-compatible electrical system plan.

Through proactive stakeholder communication, technical expertise, and detailed planning, EPI delivered a forward-looking utility and lighting design that supports reliable electric service for new homes, enhances development readiness, and reduces time to energization for future lighting expansion.

Key Roles

- *Project Manager: **Benedick Balisi***
- *Lead Engineer: **Chris Falk***
- *Lighting Designer: **Mary Gaunt***

4 Scope of Services



4 SCOPE OF SERVICES

The following is our understanding of design work to be accomplished for the preparation of construction documents (Plans and Specifications) per the RFP.

- Field investigation to determine existing conditions
- Street lighting design
- Provide photometric calculations. Calculations will be performed using the latest version of AGi32.
- Structural anchoring and foundation design for light poles.
- Provide an engineering cost estimate in Excel format.
- Edited specifications
- Provide responses to District's review comments on design submittals.
- Building permit coordination and application processing to County of San Luis Obispo.
- Provide responses to County Plan Check comments.
- Coordinate utility service to new meter pedestals with PG&E.
- Meetings and Coordination: Attend meetings remotely by conference call with the District and other consultants to review the progress of the work and to provide coordination services.

Assumptions and Exclusions:

- Utility design for new meter pedestals is excluded.
- Assessment of existing soil condition for the installation of street lighting pole foundation and trenching is not included.
- Consulting work other than electrical and structural mentioned above are not included.
- Hazardous abatement plans are not included.
- Site background drawings in AutoCAD format will be provided to the Consultant.
- Geotechnical soil reports, mapping of easements, hazardous waste services, and processing within the public right-of-way are excluded.
- All agencies, plan check, building or Engineering Department, bonding, and inspection fees are not included in this proposal.
- Exclude the design or processing approvals for franchise utilities, which include gas, electric, telephone, and cable.
- Exclude mapping services such as easement vacation or dedication, lot line adjustment map, right of way dedication, etc.
- Exclude SWPPP update, monitoring, reporting and closeout.
- Exclude setting of monuments or a Record of Survey. If a Record of Survey becomes legally necessary, due to discrepancies in records or field locations, or resetting of monuments due to damage during construction, all costs associated with the preparation of Record of Survey or post-construction corner record, filing and recordation shall be negotiated as a separate work order and be the responsibility of the District.
- Exclude special inspections for steel or concrete work.
- Exclude anything that is not specifically included in this proposal.

5 Conflicts of Interest



5 CONFLICTS OF INTEREST

The Engineering Partners, Inc. (EPI) has reviewed the scope and requirements of this project and confirms that there are no known conflicts of interest to disclose. EPI and its staff are fully independent and have no financial, organizational, or personal interests that would affect, or appear to affect, their objectivity or performance in the execution of this contract.

6 Project Schedule



6 PROJECT SCHEDULE

EPI is well-equipped to meet the SMCS D's project timeline. We have a dedicated electrical team that deals with similar projects. The team is composed 2 project managers, 4 design engineers, and 8 technical drafting staffs who are available to begin immediately upon contract execution. Staffing is scalable depending on the final project timeline. We will maintain open, responsive communication with the District staff throughout all phases.

Sample Milestone Schedule

WEEK 1-2	Kickoff meeting, field investigations and survey
WEEK 3-6	50% Draft Design Submittal
WEEK 7-9	SMCS D review and comments on 50% Draft Submittal (3 weeks)
WEEK 10-11	90% Final Draft Design Submittal
WEEK 12-14	SMCS D review and comments on 90% Final Draft Submittal (3 weeks)
WEEK 15-18	Application for Permit with County of San Luis Obispo/Encroachment Permit; Application for PG&E service (estimate 4 weeks minimum)
WEEK 19-20	Address Plan Check comments from County of San Luis Obispo
WEEK 21-24	Final Design Submittal (Plan Check Resubmittal to the County) (estimate 4 weeks minimum for County's review)
WEEK 25-26	SMCS D review and comments on Final Submittal
WEEK 27-28	Stamped Building Permit/Issue for Construction

(140 working days or 28 weeks is the time allowed for completion of Final construction documents.)

APPENDIX A

Resumes





QUALIFICATIONS

SUMMARY

Years of experience: 31

Years with firm: 16

EDUCATION

Mapua Institute of Technology |

Bachelor of Science in Electrical Engineering

LICENSES & CERTIFICATIONS

Professional Engineer | California

CORE EXPERTISE

- ☑ Street & Area Lighting Design
- ☑ Power Distribution & Infrastructure Upgrades
- ☑ Photometric Studies & Lighting Layouts
- ☑ Title 24 Compliance & Energy Efficiency
- ☑ PG&E & Utility Coordination
- ☑ Encroachment Permitting Support

Benedick Balisi, P.E.

Program Manager

Ben is a California-licensed Professional Electrical Engineer with over 31 years of experience in power and lighting system design, street and site illumination, and infrastructure modernization for public and private clients. During his 16-year tenure with The Engineering Partners, Inc., Ben has led numerous street and public lighting projects for cities, utilities, and federal agencies—developing construction-ready designs that meet client, safety, and energy efficiency standards.

His work encompasses photometric analysis, Title 24 compliance, PG&E and municipal coordination, encroachment permitting, and construction documentation in accordance with Caltrans, County, and NAVFAC standards. Ben is also highly experienced in QA/QC review, multi-discipline coordination, and preparing 50%, 90%, and final design packages for bid-ready submittals.

Ben's approach to lighting design integrates functionality, safety, and sustainability—ensuring compliance with local codes while enhancing the visual quality and energy performance of public environments.

Project Experience:

North Coast Highway 101 Streetscape Improvement Plans - City of Encinitas, CA: Engineer of Record (EOR): Responsible for the electrical and lighting design for 2.4 miles of streetscape improvements along Highway 101 between A Street and La Costa Avenue. Design scope included 243 decorative acorn pole fixtures, holiday receptacle circuits, art exhibit lighting, seatwall fixtures, and lighting controls. Ben provided photometric analysis, utility service coordination with SDG&E, and distribution system layout. Deliverables included bid-ready construction documents, engineer's cost estimate, and Title 24 compliance certification.

Armorlite Drive Smart Growth Corridor Enhancement - City of San Marcos, CA: Lead Electrical Engineer: Provided lighting and power design for corridor enhancements including in-road flashers, pedestrian-scale lighting, and landscape illumination. Performed photometric studies to ensure pedestrian safety and compliance with IES standards. Coordinated SDG&E service connections, trenching routes, and encroachment permit documentation with the City for construction approval. Delivered 90% and final design packages with lighting fixture schedules and specifications.

Solar Street Lighting System - Marine Corps Air Station, Yuma, AZ: Lighting Design Engineer: Prepared technical bridging documents for a solar-powered street lighting system under NAVFAC Southwest. Design included solar panels, battery storage, controllers, photocells, light fixtures, poles, and bases. The project supported self-sustaining roadway and pedestrian lighting along Frazier Avenue and Vaupell Street, with photometric performance criteria ensuring visibility and compliance with military lighting requirements.

Tierrasanta Sports Field Lighting, Phase 2 - City of San Diego, CA: Lighting Design Engineer: Developed athletic field and pedestrian lighting systems for Tierrasanta Community Park. Conducted fixture selection, pole layout, and photometric modeling to ensure uniform illumination and light trespass control per City standards. Integrated energy-efficient LED technology and automated lighting controls. Prepared construction bid documents and coordinated with the City for plan review and approval.

Benedick Balisi, P.E. Continued

Calavera Hills Community Park Northeast Lot Enhancements - City of Carlsbad, CA: Lighting Design Engineer: Designed parking lot and pedestrian lighting systems as part of the park's northeast lot expansion. Prepared lighting layouts, pole foundation details, and photometric analyses to meet City illumination standards. Coordinated encroachment permits, power points, and construction phasing with City staff. Delivered 90% and final design packages, including fixture schedules and engineer's estimate.

La Jolla Recreation Center Electrical Upgrades, Phase 2 - City of San Diego, CA: Engineer of Record (EOR): Designed exterior lighting and electrical system upgrades to improve energy efficiency and safety at this historic recreation facility. Scope included fixture replacement, new lighting circuits, and integration with existing control systems. Coordinated with the City's project management and plan review teams to ensure compatibility with site infrastructure and public-use requirements.

Vehicle Grid Integration & EV Infrastructure Projects - San Diego Gas & Electric, CA: Project Engineer: Managed the design of SDG&E EV charging station sites integrating vehicle-to-grid (V2G) systems, power distribution, and site illumination. Oversaw lighting design for public safety and energy performance, including illumination layouts, utility metering coordination, and lighting controls. Prepared construction documentation and supported field verification during implementation.

Quality of Life 4 BEQ Dining Facility - Marine Corps Air Ground Combat Center, 29 Palms, CA: Electrical Engineer: Performed lighting and power design for a 22,000 SF single-story dining facility. Design included kitchen, serving lines, and exterior site illumination, with energy-efficient fixtures and control systems to support the Marine Corps' energy reduction objectives. Coordinated design with NAVFAC and base facility staff through all project phases.



QUALIFICATIONS

SUMMARY

Years of experience: 17

Years with firm: 7

EDUCATION

Bachelor of Science
Electrical and Electronic
Engineering
California State University,
Sacramento

LICENSES & CERTIFICATIONS

E.I.T.

CORE EXPERTISE

- ☑ Street & Public Lighting Design
- ☑ Photometric Analysis & Lighting Layouts
- ☑ PG&E & Utility Coordination
- ☑ Title 24 Compliance & Documentation
- ☑ Bid-Ready Construction Documents
- ☑ QA/QC and Multi-Agency Coordination
- ☑ Energy Efficiency & Lighting Controls
- ☑ Facility & Infrastructure Assessments

Chris Falk

Senior Electrical Designer

Chris has 17 years of experience in electrical consulting specializing in lighting and power distribution design for civic, transportation, educational, and private sector projects. His expertise spans street and public lighting design, photometric analysis, Title 24 compliance, utility coordination, facility assessments, and construction documentation.

He has extensive experience designing public right-of-way and roadway lighting systems for streetscape, park, and safety enhancement projects, ensuring compliance with municipal lighting standards, PG&E coordination requirements, and energy code documentation. Chris's design approach integrates aesthetic and functional illumination, prioritizing safety, visibility, and energy efficiency for both pedestrian and vehicular environments.

Chris is also experienced in QA/QC management, bid-ready construction documentation, and multi-agency coordination, including the preparation of 50%, 90%, and final design submittals. His work includes preparation of engineer's estimates, lighting specifications, and encroachment permit support documentation.

Street and Public Lighting Projects:

North Coast Highway 101 Streetscape, City of Encinitas, CA: Lead lighting designer for multi-phase public streetscape improvements including pedestrian, roadway, and decorative LED streetlight systems. Responsible for photometric modeling, PG&E coordination, Title 24 compliance, and construction documentation consistent with city standards.

East Mesa Juvenile Detention Facility - Track & Field Project, County of San Diego, CA: Designed athletic and pedestrian lighting systems with precise photometric layouts to ensure public safety and uniform illumination. Coordinated with the County and project architect to meet energy efficiency and light pollution control requirements.

City Hall/Public Library Project, City of Laguna Woods, CA: Provided full power and lighting design for civic facilities, including street and parking illumination, utility coordination, and Title 24 documentation. Developed bid-ready drawings and specifications supporting municipal infrastructure upgrades.

Hotel Del Coronado - Entry Restoration, Coronado, CA: Designed architectural and site lighting systems integrating energy-efficient fixtures and programmable controls while preserving the historic aesthetic. Conducted photometric studies to ensure compliance with local code and visibility standards.

Parking Lot Expansion - Taiwanese Lutheran Church, San Diego, CA: Designed site and exterior lighting with emphasis on safety, energy efficiency, and community-oriented aesthetics. Delivered construction documents and fixture schedules compliant with jurisdictional lighting ordinances.

High Mast Lighting - Federal Correctional Institution, Lompoc, CA: Developed high-mast security lighting system design for a federal facility, ensuring compliance with Federal Bureau of Prisons standards, uniform light distribution, and glare mitigation strategies.

Chris Falk Continued

Additional Lighting and Power Design Projects:

Montgomery-Gibbs Field Hangars Electrical Upgrades, San Diego, CA: Upgraded lighting and electrical systems supporting aviation operations and energy performance goals.

UC San Diego Projects - IGPP/Revelle Bridge, Jacobs Hall, Price Center West, and ECEC Infant Care Renovation, La Jolla, CA: Designed and implemented lighting and power systems for modernization and renovation projects, including elevator improvements and Title 24 documentation.

Boone, Perry, and Emerson Bandini Elementary Schools - Whole Site Modernizations, SDUSD, San Diego, CA: Provided lighting and electrical design for multiple campus modernizations with integrated lighting controls and outdoor area illumination for joint-use fields.

La Mesa Arts Academy Culinary Classroom, La Mesa-Spring Valley Schools, La Mesa, CA: Designed task lighting and power systems for instructional culinary environments, ensuring functionality and compliance with education facility standards.

Naval Base San Diego and MCRD Improvements, Department of the Navy, San Diego, CA: Delivered lighting and power designs for various military facilities with emphasis on efficiency, security lighting, and sustainability goals.



QUALIFICATIONS

SUMMARY

Years of experience: 9

Years with firm: 8

CORE EXPERTISE

- ☑ Street and pedestrian lighting design
- ☑ Title 24 compliance documentation
- ☑ AGi32 photometric modeling and analysis
- ☑ Lighting control layout and coordination
- ☑ Drafting and documentation at all design stages (50%, 90%, final)
- ☑ QA/QC review and submittal preparation
- ☑ Utility coordination (SDG&E, PG&E)
- ☑ Sustainable and energy-efficient lighting strategies

Mary Gaunt

Lighting Designer

Mary brings nine years of experience in lighting design and drafting for public, street, and non-residential projects. Her technical expertise spans Title 24 compliance, photometric analysis, and the development of construction and record drawings for projects across California.

She is highly proficient in AutoCAD, AGi32, and EnergyPro, and integrates aesthetic design with safety and functionality—prioritizing uniform illumination, energy efficiency, and compliance with jurisdictional standards. Mary also has experience providing QA/QC review and design documentation packaging for formal submittals, ensuring consistency across multi-phase design deliverables (50%, 90%, and final plans).

Her approach emphasizes collaboration with multidisciplinary teams, adherence to agency standards, and responsiveness to client design preferences, making her well-suited for municipal lighting programs such as SMCSO's Street Lighting Design initiative.

Project Experience:

North Coast Highway 101 Streetscape, Encinitas, CA: Lead drafter and lighting design assistant for a multi-phase streetscape enhancement project spanning multiple downtown blocks. Supported roadway and pedestrian lighting layout, AGi32 photometric modeling, and Title 24 documentation for public right-of-way improvements. Coordinated with the City of Encinitas and SDG&E to achieve compliance with municipal lighting standards and prepared construction and record drawing packages at each submittal milestone.

Willie Henderson Park Lighting Upgrades, San Diego, CA: Assisted in the redesign of pedestrian pathways, sports courts, and vehicular areas within the park. Developed lighting layouts and performed photometric analyses to ensure safety and uniform illumination levels. Collaborated with the City's Parks and Recreation Department to align with design intent and accessibility requirements. Prepared Title 24 compliance forms and contributed to QA/QC review before 90% and final submittals.

Bonsall County Park, San Diego, CA: Lighting designer for new pedestrian walkway and parking lot illumination at a 10-acre community park. Responsible for fixture selection, AGi32 modeling, and energy code compliance documentation. Coordinated with the County and SDG&E to ensure fixture cutoffs met local ordinances and dark-sky requirements. Delivered 50%, 90%, and final bid-ready drawings and assembled record documentation for turnover.

Magnolia SAFE Parking, San Diego, CA: Developed parking lot and pedestrian lighting systems for a City of San Diego facility designed to improve nighttime safety. Produced photometric simulations to verify coverage and uniformity, and prepared Title 24 lighting power calculations. Integrated energy-efficient LED fixtures and compliant controls to meet sustainability goals. Provided as-built markups and record drawings post-construction.

NBC Electric Vehicle Charging Equipment, San Diego, CA: Produced lighting and EV charging station design layouts for a commercial site in coordination with government programs. Conducted photometric analysis to ensure compliance with local illumination standards and federal accessibility guidelines. Created Title 24 forms and lighting control schedules, supporting agency submittals for permitting and construction.

Mary Gaunt Continued

Advantech North America Campus, Tustin, CA: Designed indoor and outdoor lighting systems for corporate offices, warehouse, and campus walkways. Responsibilities included zoning and lighting control integration, photometric verification, and documentation for Title 24 compliance. Supported coordination meetings with mechanical and electrical teams to ensure consistency across building systems. Delivered complete plan sets and record documents through project completion.

Horton Plaza Park, San Diego, CA: Assisted with lighting design for a multi-building public plaza redevelopment. Supported both interior and exterior lighting systems, including decorative fixtures and pedestrian lighting. Conducted AGi32 photometric modeling, verified energy code compliance, and prepared Title 24 submittal packages. Provided drafting and detailing for fixture mounting and conduit routing in coordination with civil design.

Noosa Battery Energy Storage, Ripon, CA: Lead designer for battery energy storage facility and associated roadway lighting systems. Focused on safety and energy efficiency, selecting fixtures that met municipal standards for luminance and light pollution control. Delivered fixture schedules, photometric reports, and QA-reviewed design drawings compliant with city and utility requirements. Supported design team through final record documentation and construction support.



QUALIFICATIONS

SUMMARY

Years of experience: 25

Years with firm: 25

EDUCATION

B.S., Civil Engineering
San Diego State
University, 2001

LICENSES & CERTIFICATIONS

Structural Engineer
California, No. S5314

Civil Engineer
California, No. C66993

CORE EXPERTISE

- Structural Design
- Civil Engineering
- Project Management
- Municipal Infrastructure
- Street Lighting
- Retaining Walls
- Stormwater Systems
- Parks & Recreation Facilities
- Construction Oversight
- Quality Assurance
- Building Code Compliance
- Multi-Discipline Coordination
- Client Communication
- Plan Review

Mark Van Bibber, S.E.

Structural Engineer

Mark has more than twenty-five years of experience in the fields of civil and structural engineering, providing design and project management for numerous structural projects. He will be the Structural Engineer of Record for this project and will be overseeing all aspects of it to ensure goals and objectives for the project are met. He has extensive experience providing structural engineering services for these types of projects. He has worked on several recent projects for the City of El Cajon serving as the Structural Engineer of Record.

Project Experience:

El Cajon Oakdale Alameda Street Improvements. El Cajon, CA.

- Owner: City of El Cajon
- Client: CR Associates

Wells Park Stormwater Treatment, Lighting and Landscaping. El Cajon, CA.

- Owner: City of El Cajon
- Client: CR Associates

Wells Park Pickleball Courts and Lighting. El Cajon, CA.

- Owner: City of El Cajon
- Client: Spurlock Landscape Architects

Rancho Bernardo Park Lighting Improvements. San Diego, CA.

- Owner: City of San Diego
- Client: Schmidt Design Group

Connect Main Street Entry Signage and Lighting. Lemon Grove, CA.

- Owner: City of Lemon Grove
- Client: CR Associates

College Boulevard Widening Project Walls and Street Lights. Oceanside, CA.

- Owner: City of Oceanside
- Client: CR Associates

ocV!BE Street Lights and Landscape Structures. Anaheim, CA

- Owner: ocV!BE Anaheim Real Estate Partners
- Client: Burton Landscape Architecture Studio

SANDAG BRT Stations and Street Lights. San Diego, CA.

- Owner: SANDAG
- Client: Kimley Horn & Associates

Mission Avenue Improvements and Lighting. Oceanside, CA.

- Owner: City of Oceanside
- Client: Kimley Horn & Associates

APPENDIX B

References



REFERENCES

EPI and our partners are recognized for delivering measurable value through efficient project execution, proactive communication, and technically sound solutions tailored to each client's specific needs. We have supported utilities, municipalities, and public agencies on capital programs, system upgrades, and multi-disciplinary engineering initiatives that require coordinated planning, QA/QC rigor, and consistent stakeholder engagement.

The following project references demonstrate our ability to successfully manage complex assignments, integrate seamlessly with client teams, and deliver results that align with scope, budget, and long-term operational objectives.

Greg Gomez, P.E. | Project Manager

City of Encinitas
760-633-2782
ggomez@encinitasca.gov

Dave Hendryx | Project Manager

David Hendryx Consulting
949.933.2426
d.hendryxconsulting@yahoo.com

Mr. Joel Bruhn | Design Manager

NAVFAC
(775) 223-2805
joel.bruhn@navy.mil

Mr. Rommel Erece | Project Manager

NAVFAC
705-4576; rommel.erece@navy.mil

APPENDIX C

Billing Rates





10620 TREENA STREET,
SUITE 300 SAN DIEGO, CA 92131

2025 FEE RATE SCHEDULE

Rate Category	Hourly Rate
Principal Engineer	\$216
Senior Project Manager	\$201
Senior Engineer/Project Manager	\$180
Design Engineer/Project Engineer	\$160
Staff Engineer/Engineer (P.E.)	\$155
Senior Designer/Senior Technical Specialist/Associate Project Manager	\$139
Designer/Technical Specialist/Associate Engineer	\$129
Senior GIS Technician	\$124
Project Coordinator	\$113
Drafting/Technical Staff	\$ 98
Clerical	\$ 82



10620 Treena Street
Suite 300 San Diego
CA 92131
T. 858.824.1761
www.engineeringpartners.com



REQUEST FOR QUALIFICATIONS/PROPOSALS

SAN MIGUEL COMMUNITY SERVICES DISTRICT STREET LIGHTING DESIGN SERVICES

Issue Date:
October 23rd, 2025

Proposal Due Date and Time:
Friday, November 7th, 2025 12:00 pm (Pacific time)

Mailing Address:
PO BOX 180
San Miguel CA 93451

Delivery Address:
1765 Bonita Place
San Miguel CA 93451

Contact:
Kelly Dodds, General Manager Kelly.dodds@sanmiguelcsd.org
phone: 805-467-3388 / fax: 805-467-9212

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD STREET LIGHTING DESIGN SERVICES**

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SAN MIGUEL COMMUNITY SERVICES DISTRICT
STREET LIGHTING DESIGN SERVICES**

The San Miguel Community Services District (District) has prepared this Request for Qualifications/Proposals (RFQ/P) for engineering services for the design of new streetlights in the community of San Miguel, San Luis Obispo County, California.

Proposal Due Date: November 7, 2025, 12 p.m. local time. Any proposals received after this date/time will be returned to the proposer un-opened. It shall be the proposers' responsibility to verify and confirm receipt of the proposals by the specified due date and time.

Proposal Delivery Location: 1765 Bonita Place, San Miguel, CA 93451 or via USPS at PO Box 180, San Miguel, CA 93451. To safeguard against pre-mature opening, all proposals shall be in sealed envelopes/containers, with a label containing proposal title, proposer's name, and proposal due date and time.

Number of Copies of Proposal to be Provided: 2 hard copies delivered to the address above, one electronic copy in PDF format delivered via email to kelly.dodds@sanmiguelcsd.org. The electronic copy shall include a complete copy of the Proposal, EXCLUDING PROPOSED FEES.

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

BACKGROUND

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

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

In San Miguel, CA, both the District and PG&E own and maintain the existing streetlights. The District owns and maintains the streetlights along the west side of Mission Street between 11th Street and 14th Street. PG&E owns and maintains the remainder of the streetlights.

The District is interested in adding new streetlights in San Miguel, CA, to enhance public and traffic safety. Attachment A includes the District's Lighting Atlas Map with the areas of interest for additional street lighting shown. These areas specifically include:

- Along the walking path crossing the railroad tracks and parallel to 16th Street.
- East corners at the intersection of Mission Street and 11th Street.
- West side of Mission Street between 11th Street and San Luis Obispo Road, including the park along Mission Street between 9th Street and San Luis Obispo Road.
- Both sides of bridge crossing the Salinas River along North River Road.

The proposer should include design for new street lighting in the locations listed above and shown in Attachment A, and up to four additional intersections within San Miguel in their scope of work.

The design should align with SMCSD Street Light Design Standards, available here: <https://www.sanmiguelcsd.org/files/619e070fd/San+Miguel+Community+Services+District+Lighting+Standards+for+Urban+%26+Rural+Locations.pdf>

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

INQUIRIES DURING PROPOSAL PERIOD

Consultants must direct all inquiries to the District in writing, via email to the General Manager, Kelly Dodds kelly.dodds@sanmiguelcsd.org. All inquiries will be responded to in writing, and questions and responses will be disseminated to all consultant teams for their consideration. The origination of the questions will not be disclosed. **All inquiries must be received no later than Friday October 31, 2025 (close of business) in order to receive responses from the District.** Inquiries received after this deadline may not be responded to.

ADDENDA TO RFP

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

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

PROPOSAL REQUIREMENTS

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

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

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

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

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

Proof of Insurance. The District will require the individual or engineering firm selected to maintain general liability, automobile, workers' compensations, and errors and omissions insurance. The contract will contain provisions requiring the selected firm to indemnify the District and provide that the District Engineer is an independent contractor serving at the will of the District. Other required provisions will include the District's right to terminate the agreement, at its sole discretion, upon the provision of notice. Consultant shall provide proof of insurance in the form, coverages, and amounts specified in the Agreement within 7 working days following notice of contract award. Such insurance proof shall be a pre-condition of contract execution.

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

General Conditions.

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

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

- All services provided by the firm shall be in accordance with State, Federal, County, and District's standards.
- The selected firm must comply with Government Code section 8355 in matters relating to providing a drug-free workplace.
- The Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. seq., are the governing factors regarding allowable elements of cost.
- The final Agreement between the District and the firm will include the administrative requirements set forth in 49 CFR Part 18, Uniform Administrative Requirement for Grants and Cooperative Agreements to State and Local Governments.

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

PROPOSAL FORMAT

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

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

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

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

Item	Date
RFP/Q Issued	10/23/2025
Submit Questions By	10/31/2025, 5pm local time
Responses to Questions Posted By	11/4/2025, 5pm local time
Proposal Due	11/7/2025, 12 pm local time
District Review of Proposals	11/7/2025 through 11/19/2025
Interviews (if desired by the District)	TBD
District Recommendation of Selected Firm/Staff Report	11/19/2025
Consultant Notice of Contract Award/Begin Contract Negotiations	11/20/2025

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

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

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

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

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

PROPOSAL RANKING CRITERIA

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

- Project Understanding and Approach, 35 points
- Team qualifications, 30 points
- Project Schedule, 15 points
- Responsiveness to RFP, 15 points
- Local Presence, 5 points

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

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD STREET LIGHTING DESIGN SERVICES

OVERVIEW OF SCOPE OF SERVICES

Consultants shall prepare a scope of services to provide engineering services for street lighting design. The scope of services shall include and expand on the tasks listed below.

1. **Progress Management.** The Consultant shall provide project oversight, QA/QC, and coordination as necessary for successful completion of the contract engineering services. The Consultant's team shall conduct a project kick-off meeting and progress meetings throughout the course of the project. The Consultant shall hold workshops following the 50% Draft and 90% Draft Final design submittals to discuss design decisions and District preferences.
2. **Permitting and Coordination.** The Consultant shall provide permitting support, including preparation of permit applications and coordination with permitting/regulatory agencies as needed to obtain permitting to construct the project. We expect the permits will include a Contact Permit from PG&E and an Encroachment Permit from the County of San Luis Obispo. The proposer should include additional permitting they deem necessary as separate subtasks under this task.
3. **Design.** Consultant shall collect, review, and analyze all available and pertinent plans, reports, records, and other documentation regarding the project as necessary to successfully complete the engineering services for the project. Consultant should analyze the cost and benefits for PG&E owned streetlights or District owned streetlights, or a potential combination of ownership, and provide a recommendation for District consideration.

Consultant shall prepare 50% Draft, 90% Final Draft, and Final design submittals. These shall include drawings, specifications, and engineer's opinions of probable cost. The design scope shall include streetlights in areas shown in Attachment A and up to four additional intersections to be determined. The final design submittal shall contain bid-ready construction documents which are stamped and signed by a civil engineer who is licensed in the State of California.

SUMMARY OF DELIVERABLES:

1. 50% Draft Design Submittal
2. 90% Final Draft Design Submittal
3. Final Design Submittal, Bid-Ready Construction Documents
4. County encroachment permit
5. PG&E Contact Permit

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD STREET LIGHTING DESIGN SERVICES**

**ATTACHMENT A – DISTRICT’S STREET LIGHTING ATLAS AND AREAS FOR
ADDITIONAL STREET LIGHTING**

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD STREET LIGHTING DESIGN SERVICES**

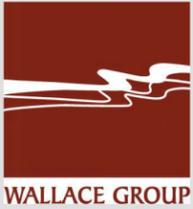
ATTACHMENT B – SMCSD STANDARD AGREEMENT

EJCDC® E-500, Agreement between Owner and Engineer for Professional Services

SAN MIGUEL C.S.D.

Lighting Atlas Map

-  Light Pole - Steel
-  Light Pole - Wood
-  WWTP Boundary
-  Parcels
-  SMCSD Service District Boundary
-  SMCSD Atlas Index
-  Urban Reserve Boundary



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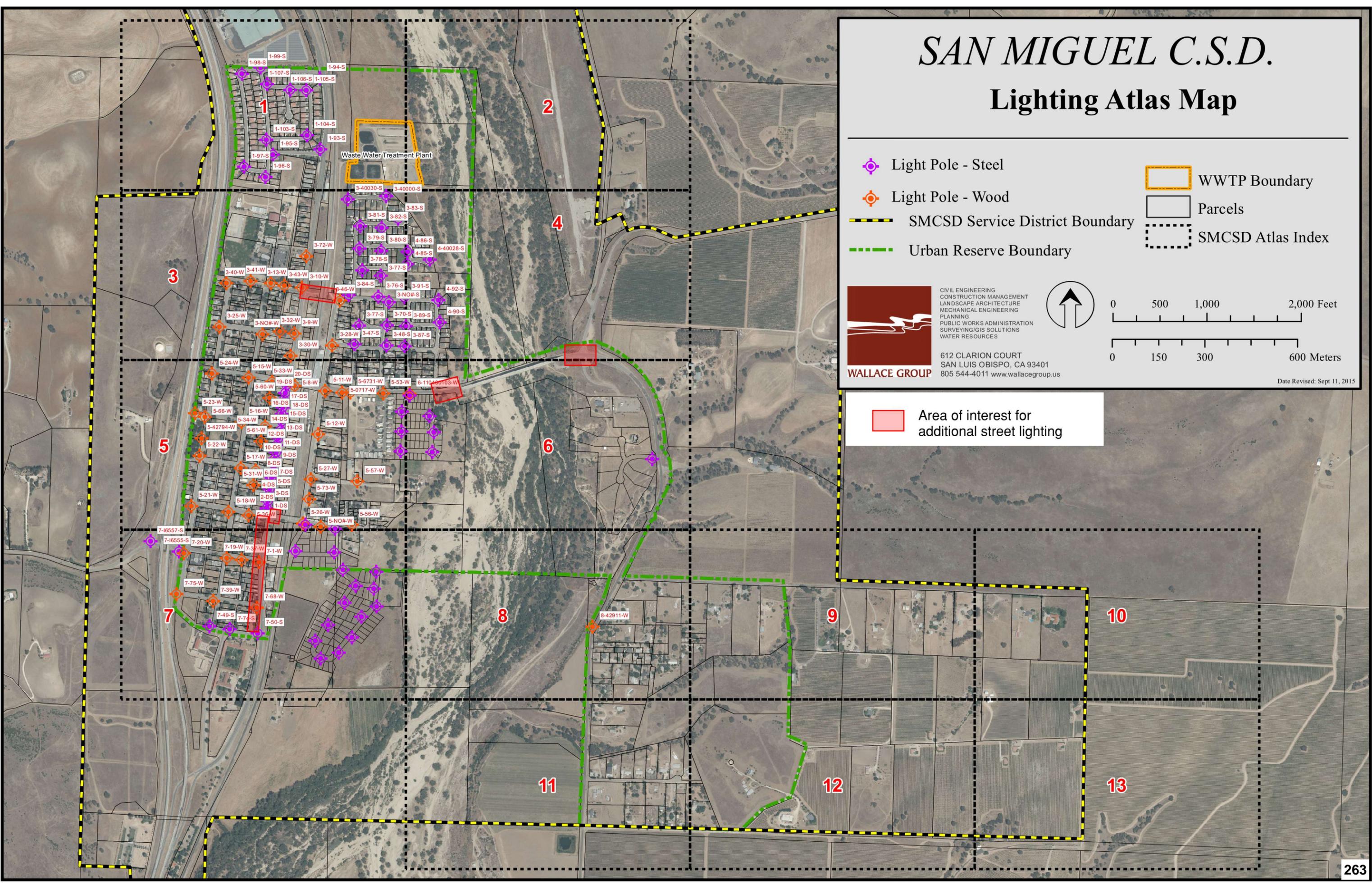


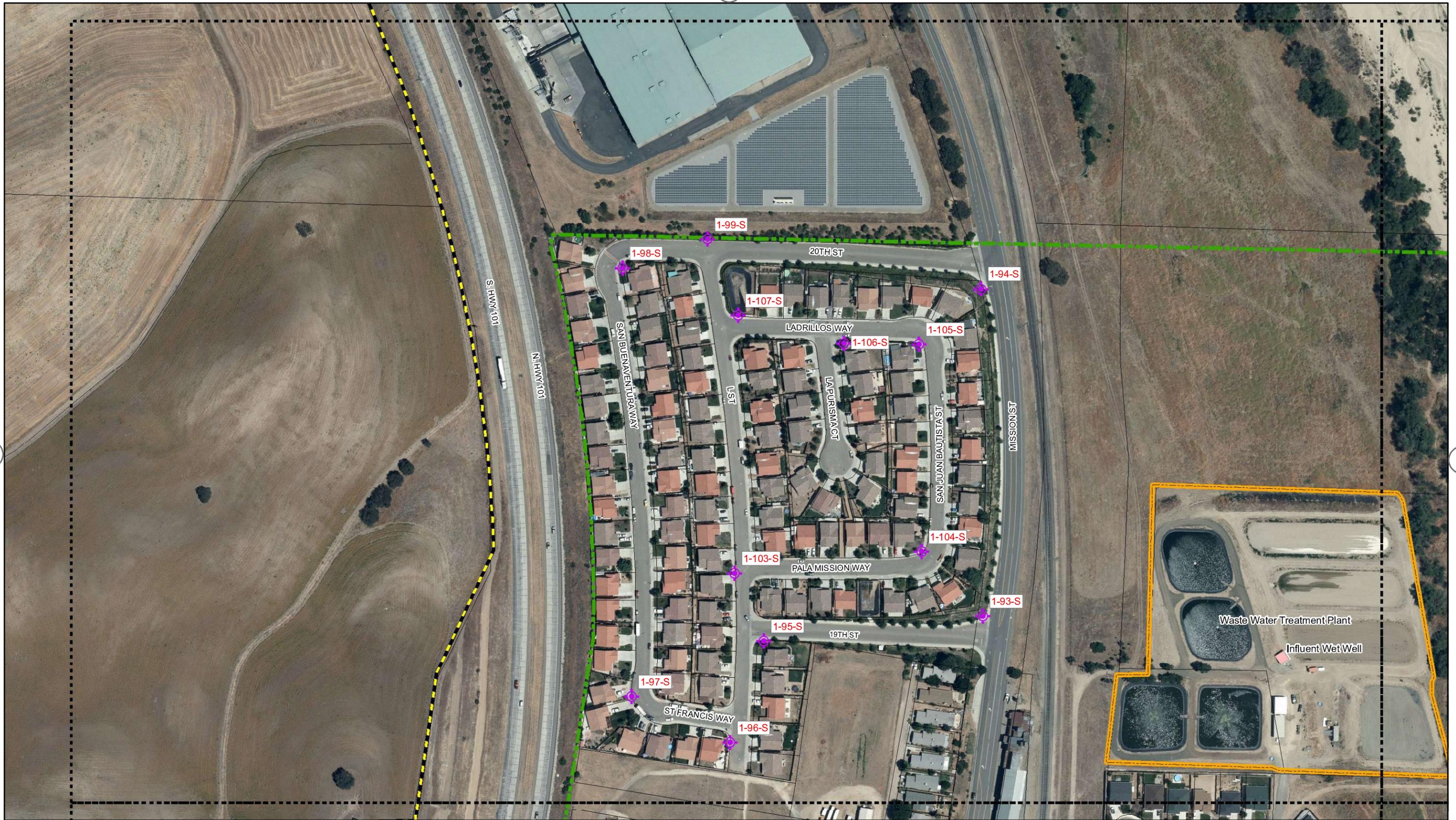
0 500 1,000 2,000 Feet

0 150 300 600 Meters

Date Revised: Sept 11, 2015

 Area of interest for additional street lighting





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3

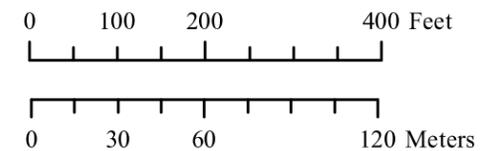


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-  Light Pole - Steel
-  Light Pole - Wood

-  SMCS District Boundary
-  Urban Reserve Boundary

-  WWTP Boundary
-  Parcels
-  SMCS Atlas Index





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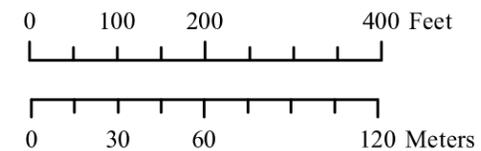


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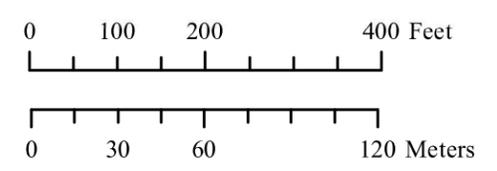


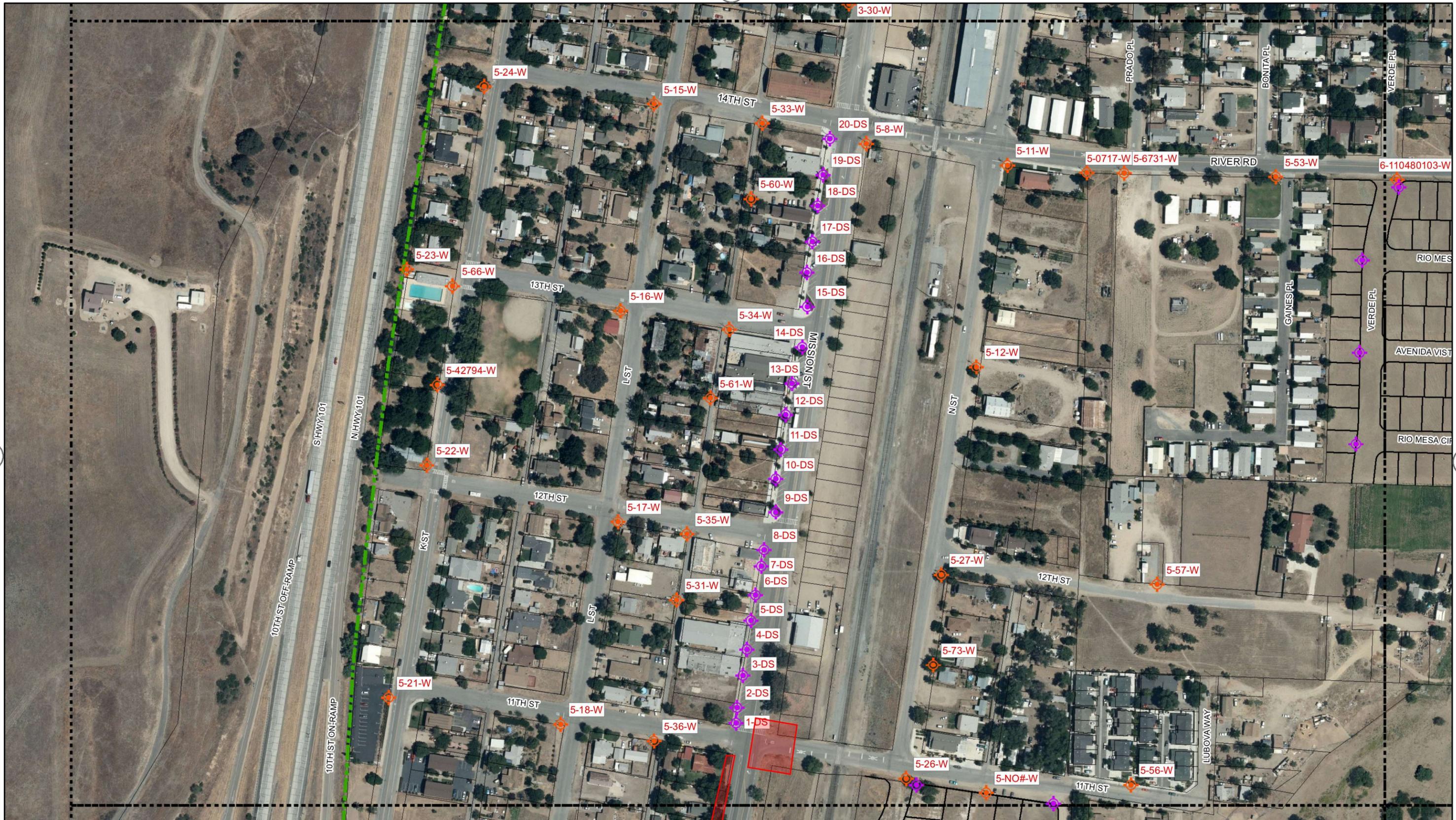


-  Light Pole - Steel
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-  SMCS D Service District Boundary
-  Urban Reserve Boundary

-  WWTP Boundary
-  Parcels
-  SMCS D Atlas Index

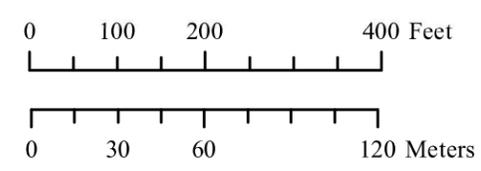


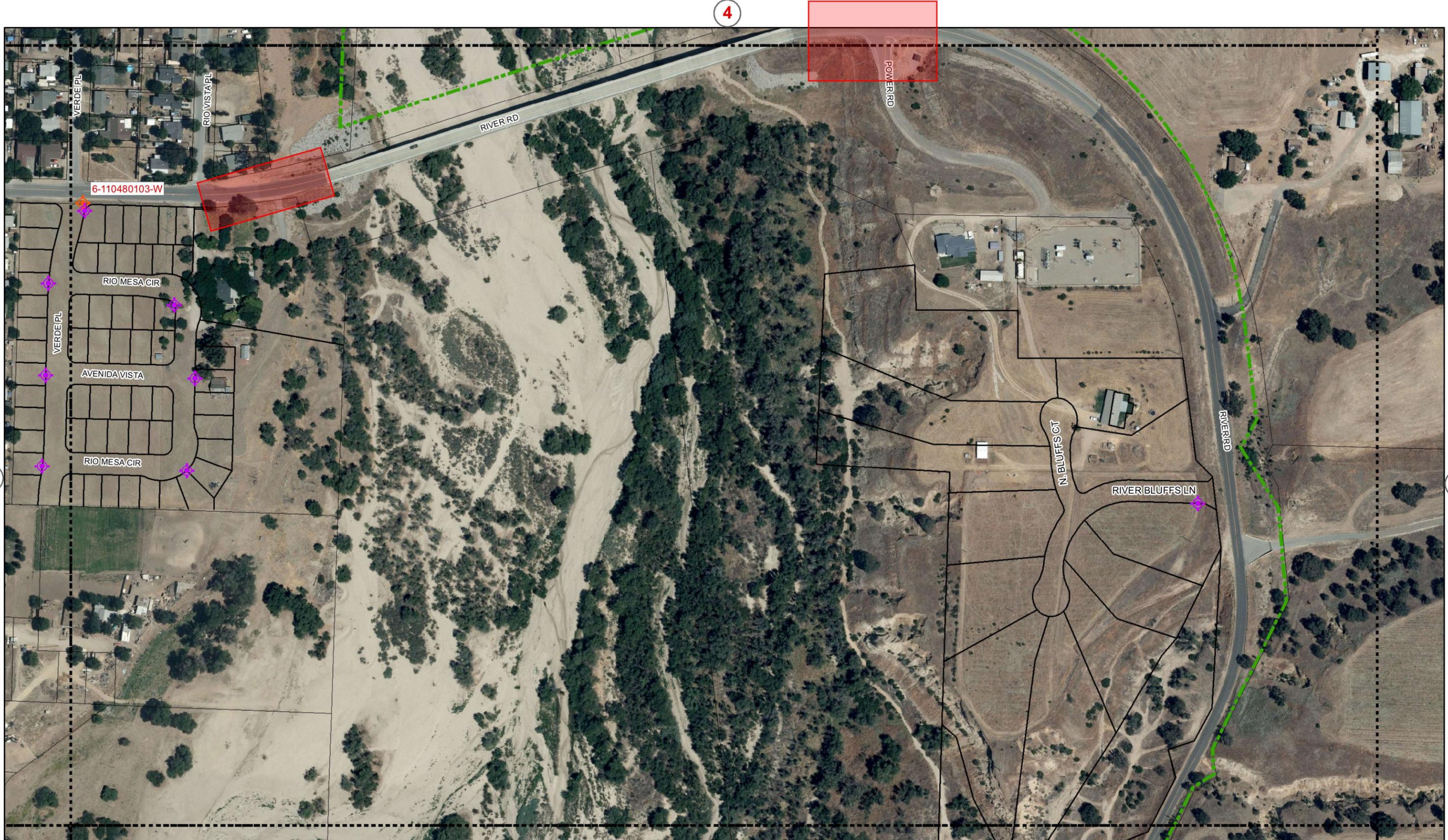


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-  SMCS D Atlas Index





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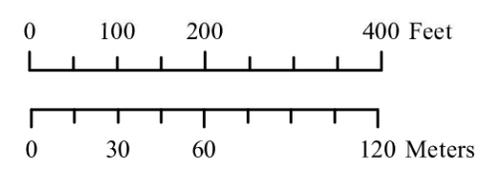


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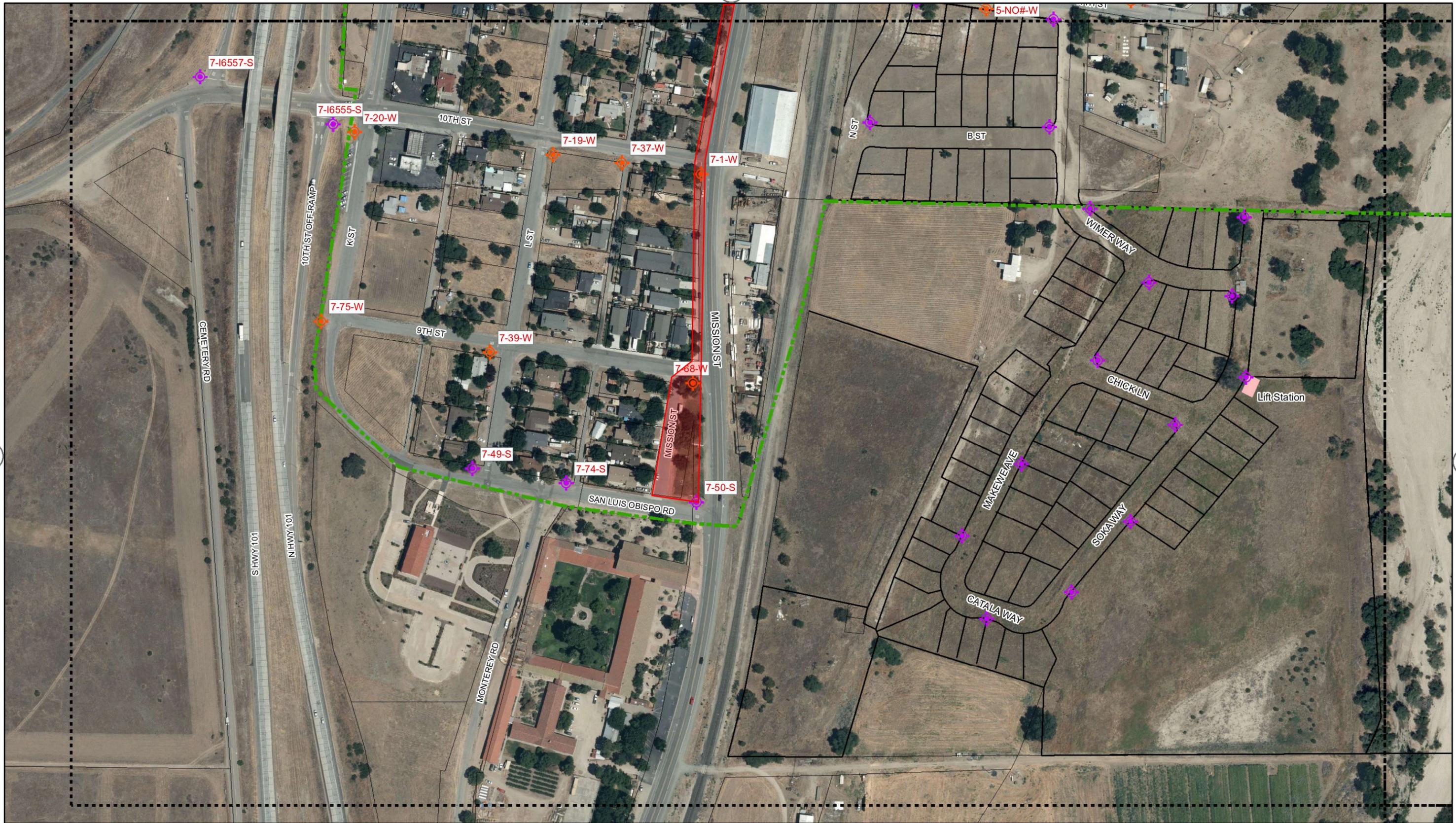
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-  SMCS District Boundary
-  Urban Reserve Boundary

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-  Parcels
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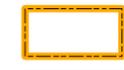
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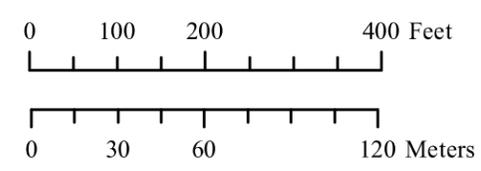
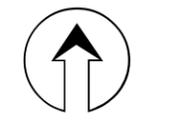


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-  Light Pole - Steel
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-  SMCS Atlas Index

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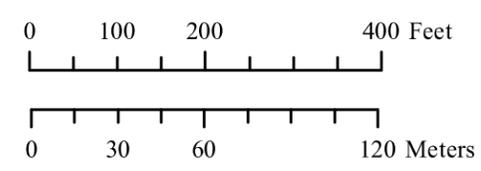


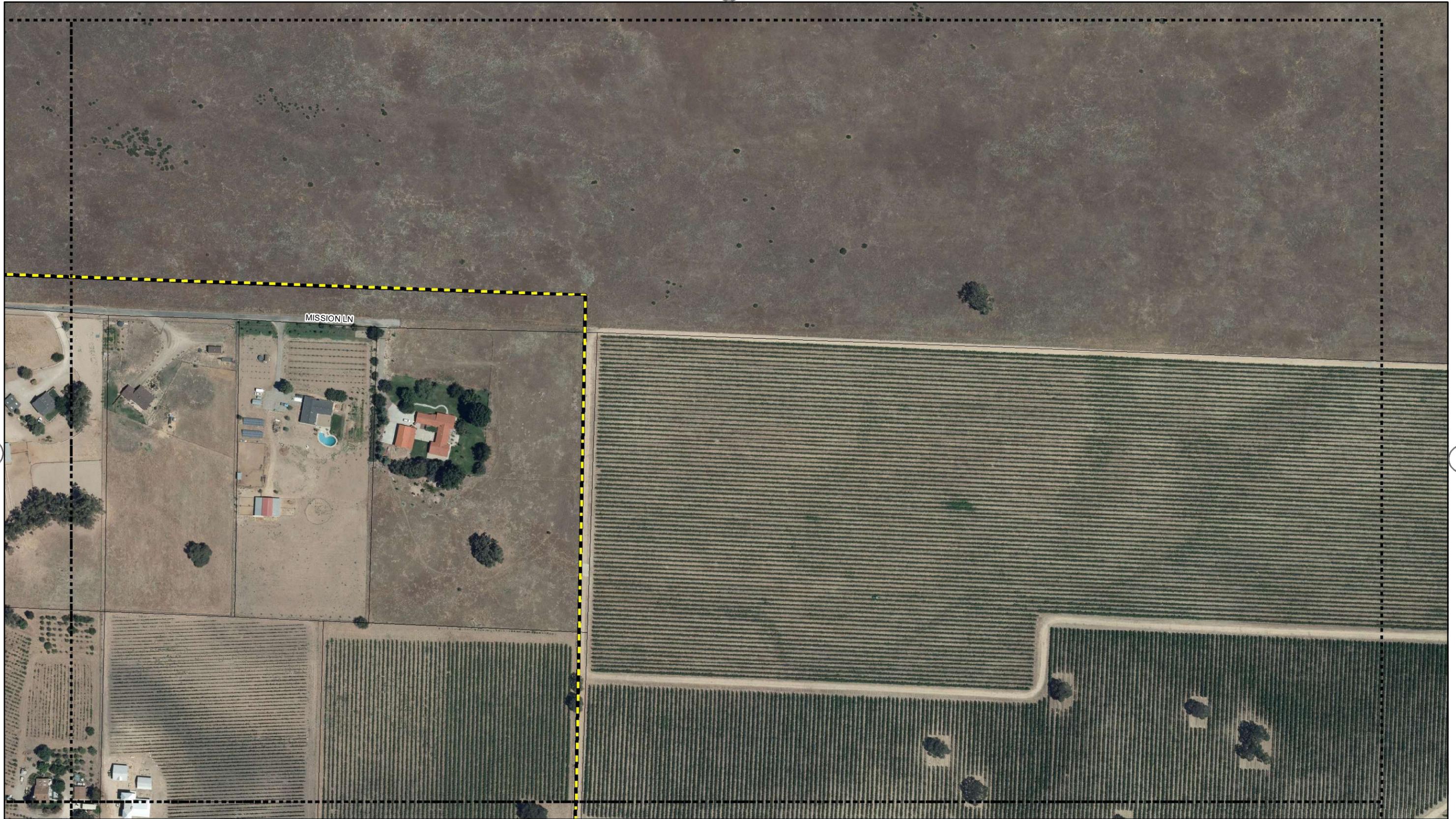
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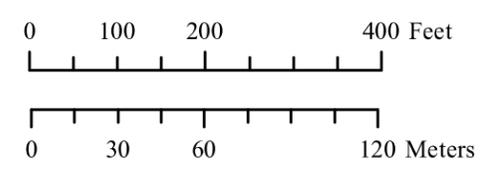


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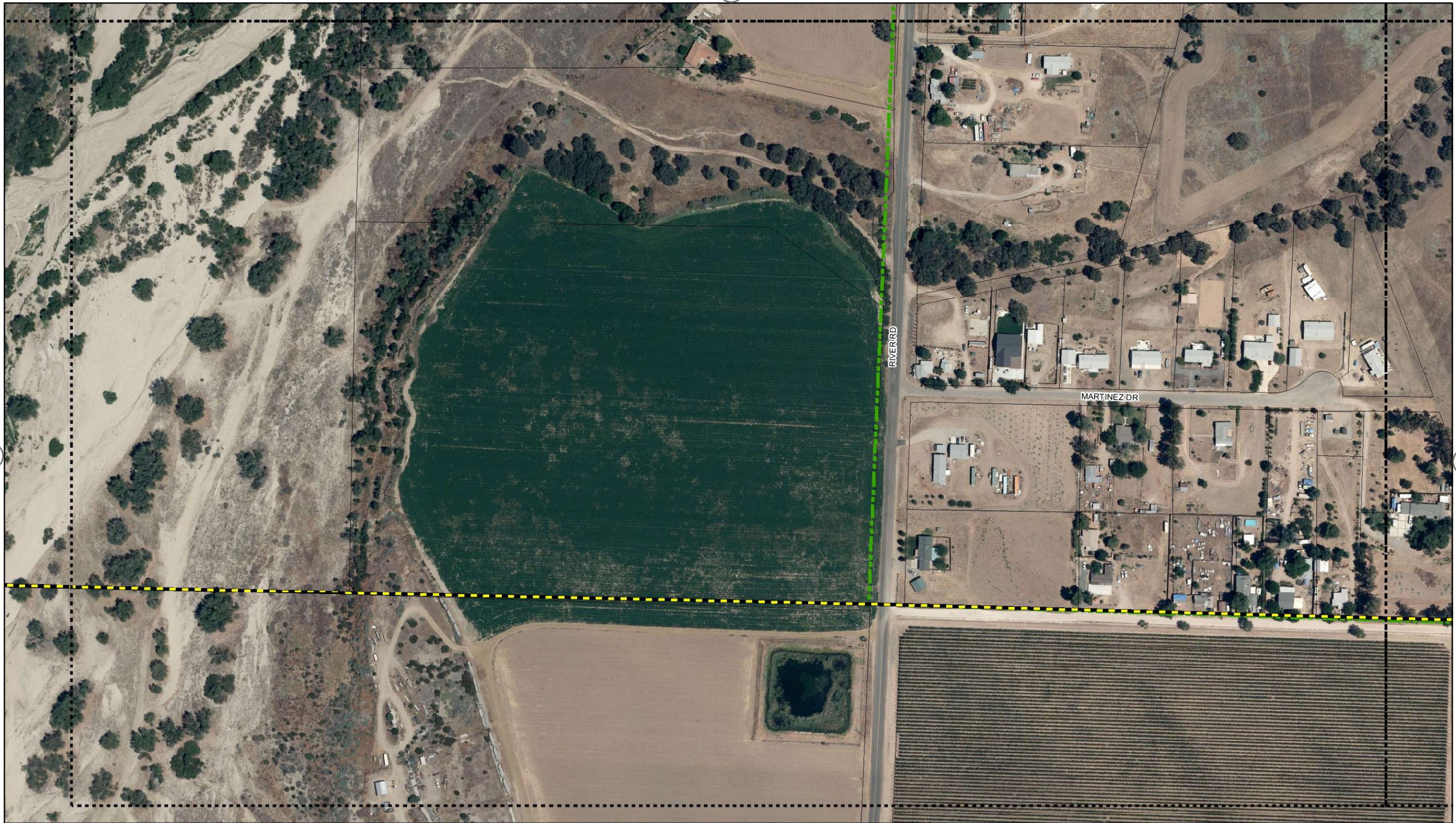
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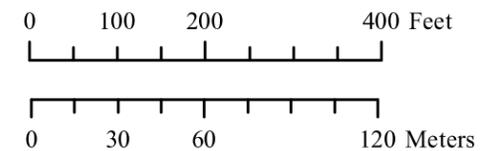

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-  SMCSA Service District Boundary
-  Urban Reserve Boundary

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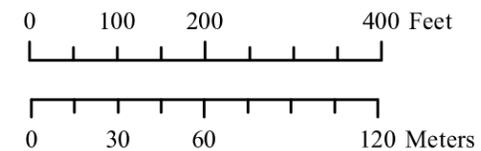




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Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 10.6

SUBJECT: Approve RESOLUTION 2026-xx authorizing the General Manager to execute a contract with ABC Liovin Drilling Inc. in an amount not to exceed \$52,689, and MBS Land Survey in an amount not to exceed \$3,600, for exploratory and monitoring well borings at multiple locations within the Machado Wastewater Treatment Facility. (**Approve by 3/5 vote**) (Pg. 277-282)

SUGGESTED ACTION: Review and approve the attached resolution authorizing the General Manager to contract with ABC Liovin Drilling Inc and MBS Survey with associated budget adjustment for exploratory and monitoring well borings at multiple locations within the treatment plant to aid in developing a solution to the existing percolation issues at the treatment plant and to install additional replacement monitoring wells at the treatment plant to comply with the existing general order permit.

DISCUSSION:

The Machado Wastewater Treatment Facility (WWTF) was enrolled in the new General Order Permit by the State Water Board in 2024. The permit required that the existing monitoring well on the Northeast corner of the WWTF be replaced, as well as a new monitoring well to be installed further north. While the proposed new monitoring well and replacement well work was originally planned to be performed later as part of the construction of the WWTF expansion and upgrade, the failure of the percolation ponds has moved up the timeline for the replacement monitoring well. The proposed action at this time is to replace the existing monitoring well, install three additional new monitoring wells as well as perform three other exploratory borings in order to gather additional information about ground water levels, identify soils stratification, and allow for long term groundwater quality monitoring.

An RFP was circulated to all known interested parties, plan rooms, and clearing houses for the proposed work. As of the due date, three proposals had been received, two of which were deemed responsive and complete, which is outlined in the attached recommendation from the District Engineer.

ABC Liovin Drilling Inc. was the lowest responsive bid in an amount of \$52,689. In addition to the contract with ABC Drilling, an additional cost for the survey will be necessary in an amount not to exceed \$3,600.

The recommended action is to approve the provided resolution authorizing the General Manager to execute a contract with ABC Drilling and MBS Survey to perform exploratory boring and install replacement monitoring wells for the Machado WWTF, including associated budget adjustments to 40-582 totaling \$56,289 to be paid from operating revenue.

Although it is possible that this work may be eligible for reimbursement through the construction grant for the expansion of the WWTF, it is not guaranteed.

FISCAL IMPACT:

Approval of the contracts will increase the expense object 40-582 in an amount of \$56,289. Costs may be eligible for reimbursement through the pending expansion and upgrade construction grant.

RESOLUTION NO. 2026-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL
COMMUNITY SERVICE DISTRICT AUTHORIZING THE GENERAL MANAGER TO
EXECUTE AGREEMENTS WITH ABC LIOVIN DRILLING INC, AND MBS LAND
SURVEY INCLUDING BUDGET ADJUSTMENTS.**

WHEREAS, the San Miguel Community Services District owns and operates the Machado Wastewater Treatment Facility (WWTF) within the community; and

WHEREAS, the Machado WWTF uses percolation as a mean of effluent disposal, as well as two existing monitoring wells to monitor groundwater levels and quality; and

WHEREAS, the WWTF percolation ponds are experiencing a severe decline in percolation rate and in order to determine cause and develop a plan to repair or replace the existing percolation ponds the District must contract for the development of exploratory bore hole. In addition to the exploratory bore holes the existing monitoring wells are to be replaced to improve information collection as is required by the existing permit to operate the WWTF; and

WHEREAS, the Board of Directors wishes to contract for the required boring work at the Machado WWTF.

NOW, THEREFORE, BE IT RESOLVED, the Board does, hereby authorize the General Manager to execute the following contracts

- 1) ABC Liovin Drilling Inc to perform exploratory and monitoring well work at a cost not to exceed \$52,689
- 2) MBS Land Survey for survey of the exploratory and monitoring wells at a cost not to exceed \$3,600

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Board does, hereby, authorize budget adjustments to the water fund as follows for this project:

- Fiscal Year 2025-26 Expenditure Increase to 40-582 by \$56,289

Signatures on next page

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:

Tamara Parent, Board Clerk

Christina M. Pritchard, Deputy General Counsel



RE: Wastewater Treatment Facility Monitoring Wells Construction and Soils Borings Quotes Review

December 17, 2025

**San Miguel
Community Services
District**
Kelly Dodds
General Manager

Dear Kelly Dodds,

This letter recommends awarding the Wastewater Treatment Facility (WWTF) Monitoring Wells Construction and Soils Borings work to ABC Liovin Drilling, Inc (ABC Drilling). The project’s Request for Quotes (RFQ) was sent to drilling contractors and posted on the District’s website on November 17, 2025. The quotes were due on December 05, 2025. San Miguel Community Services District received quotes from three contractors, summarized below. The costs shown reflect the most recent quote received from each contractor, which accounts for minor revisions requested from ABC Dilling and Yellow Jacket Drilling to include all line items specified in the RFQ and ensure quotes are comparable.

Summary of Quotes Received

Contractor	Quote
ABC Liovin Drilling, Inc (ABC Drilling)	\$52,689
Yellow Jackets Drilling (YJD)	\$55,175
Bryer Carlson Drilling Contractor (BCDC)	\$45,000

BCDC was the apparent lowest quote. However, due to no scope of work nor assumptions included in the quote, WSC recommends this quote be rejected for non-responsiveness. The next apparent lowest quote was ABC Drilling.

WSC has reviewed all quotes for compliance with the RFQ and requirements. The table on the next page summarizes the quote analysis and results.

Quote Comparison and Responsiveness

WSC found both ABC Drilling and YJD quotes responsive to the RFQ requirements as indicated in the table below. Both quotes include the appropriate equipment and quantities for the construction of four monitoring wells up to 65 feet in depth using the hollow stem auger method and to perform three additional borings up to 60 feet in depth. Both quotes include costs for obtaining the well permits.

WSC found BCDC’s quote non-responsive for the following reasons:

- The quote did not include a scope of services with a detailed breakdown. This was provided upon request for a portion of the operations cost.
- The quote did not include any assumptions.

Due to the lack of scope and assumptions, it is difficult to confirm BCDC's quote meets the scope of work and technical specifications outlined in the RFQ and to compare it to the other quotes. For these reasons we recommend rejecting BCDC's quote for non-responsiveness.

Summary of Contractor Quotes and Requirements

RFQ Requirements	Contractor		
	ABC Drilling	YJD	BCDB
Quote with Scope of Services	✓	✓	X Quote provided without detailed scope of services
Detailed Assumptions	✓	✓	X No assumptions provided
Contractor's License Number	✓	✓	✓
Quote Deemed Responsive	Yes	Yes	No

Conclusion

WSC finds the ABC Drilling to be the lowest responsive quote based upon the explanations noted above. We recommend awarding the construction of the WWTF Monitoring Wells and Soils Boring to ABC Drilling in the amount of \$52,689.

Sincerely,
Water Systems Consulting, Inc.



Heather Freed, PE
District Engineer

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 10.7

SUBJECT: Tabled from 10/23/2025 and 12/18/2025 Board meetings

Authorize the General Manager to execute a Not to Exceed, Time and Material Contract with Water System Consulting (WSC) for program management support through permitting and construction phases of the Expansion and Upgrade of the Machado WWTF by RESOLUTION 2026-XX (**Approve by 3/5 vote**) (Pg. 283-288)

SUGGESTED ACTION: Authorize the General Manager to execute a Time and Material contract with Water System Consulting for program management support services through construction.

DISCUSSION:

Water System Consulting's (WSC) original contract for project management of the Machado Wastewater Treatment Facility Expansion and Upgrade was approved in September of 2022 with the expectation that the project would be through design at this point. Due to various delays and changes the project has just recently come to the "100%" plan stage. Due to the additional effort by WSC to get to this point and the anticipated additional effort to complete the final review of the plans and get through the bid phase WSC is requesting their first contract amendment. While they are proposing to redirect the remaining funds from the Alternatives analysis, and Environmental Compliance of the initial contract into Design Program Management, there is still an additional \$55,507.10 projected to complete through bid and project award phases of the project.

Although it is possible that this part of the project will progress faster, with less effort, the expected proposal is a conservative assumption.

The proposal from WSC is attached to this report and provides a finer outline of the cost breakdown and available contract amounts as of 8/31/25.

At this point in the project the additional services would be at the specific direction of the District. This will help limit the cost to the District for each phase, as well as keep the process on track.

Staff recommend that the Board authorize the General Manager to contract with WSC for project management up to \$55,507.10 through passage of the attached resolution. Any amounts above would be brought back to the Board for further consideration.

Costs associated with the design phases of this project are covered under the existing planning CWSRF grant. Some costs incurred after December 31, 2025, will be incorporated into the construction CWSRF grant once awarded.

The table below provides the initial budget from 2022, Remaining budget, requested change and Proposed remaining:

Task	Description	Initial budget	Remaining budget	Requested change	Proposed remaining
1	Grant administration	\$6,755.00	\$2,214.50	\$0	\$2,124.50
2	Alternative analysis	\$11,500.00	\$3,415.00	-\$3,415.00	Reassigned to task 4
3	Environmental compliance	\$39,499.00	\$5,514.60	-\$5,514.60	Reassigned to task 4
4	Design program management	\$155,381.00	-\$14,448.50	\$63,881.50	\$49,433.10
5	CWSRF construction application	\$60,000.00	\$3,949.50	\$0	\$3,949.50
TTL		\$273,135.00	\$555.10	\$54,951.90	\$55,507.10

FISCAL IMPACT:

Impact depends on Board approval and actual time spent.

Potentially a Not To Exceed amount of: \$55,507.10

PREPARED BY: Kelly Dodds



Amendment Request No. 1 for WWTF Program Management Services

September 12, 2025

San Miguel CSD

Kelly Dodds
General Manager
1765 Bonita Place
San Miguel, CA 93451

WSC San Luis Obispo

805 Aerovista Place, Suite 201
San Luis Obispo, CA 93401

Heather Freed

P: 706-953-4604
E: hfreed@wsc-inc.com

Dear Kelly,

WSC is requesting an amendment of \$54,952 to our existing contract to continue to provide Program Management Services for the WWTF Upgrade and Expansion Project through bidding and award of the construction contract. Our original scope and fee for Program Management Services was submitted in September 2022 and assumed a 24-month schedule to complete design and bidding. Project delays have pushed bidding out to March 2026 (or earlier pending funding), with contractor selection expected by June 2026.

Additionally, our original scope assumed design review for the 30%, 60%, and 90% design deliverables. As discussed, our team also performed an additional review of the 100% deliverable that was not included in the scope.

This amendment request includes additional budget for Task 4 - Design Program Management for additional project management and coordination due to the extended schedule, and to provide additional support for County permitting and project bidding through mid-2026. We are also requesting to roll the remaining budget from the completed Task 2 - Alternative Analysis & Feasibility and Task 3 -Environmental Compliance into Task 4 to cover out of scope work for the 100% design review.

We are pleased to support SMCSO's WWTF Upgrade and look forward to the successful completion of this project. Feel free to contact to me with any questions at 760.953.4604 or hfreed@wsc-inc.com.

Sincerely,

Water Systems Consulting, Inc.

**Heather Freed
Project Manager**

**Justin Pickard
Principal in Charge**

Scope of Work

Task 4 Design Program Management

4.1 Project Management

- Prepare monthly progress reports to be submitted with each invoice. It is assumed that the project duration is 10 months and will continue through bidding and award of the WWTF Upgrade and Expansion Project. The schedule assumes the project will be bid by March 2026 and award in June 2026 based on the estimated CWSRF agreement timeline.

4.2 Routine Design Coordination and Review

- Attend bi-weekly and as-needed coordination meetings with the design team.
- Review design team and MBR vendor submittals for completion.

4.3 Front End Documents

- Update Front End Documents to include revisions to meet CA public contracting code and comments from the District's legal counsel.
- Coordination with the District's legal counsel on Front End Documents.

4.4 County Permitting Support

- SLO County Building and Grading Permitting Support.
- SLO County Environmental Health Permitting Support.

4.5 Bidding Support

- Bidding support and project team coordination during bid phase.
- Prepare for and attend pre-bid meeting.
- Develop Notice of Award for selected contractor.

Assumptions: Detailed design review of the corrected 100 percent plans and specifications is not included.

Fee Estimate

Task No.	Task Description	WSC				ALL FIRMS	
		Principal in Charge	Technical Advisor	Project Manager	Project Admin	WSC Labor Hours	Total Fee
		Justin Pickard	Matt Rodrigues	Heather Freed	Kay Merrill		
	<i>Billing rates, \$/hr</i>	\$225	\$205	\$202	\$136		
4	Design Program Management						
4.1	Project Management	10		10	10	30	\$ 5,630
4.2	Routine Design Coordination and Review	40	10	40		90	\$ 19,130
4.3	Front End Documents	16		32		48	\$ 10,064
4.4	County Permitting Support	16		32		48	\$ 10,064
4.5	Bidding Support	16		32		48	\$ 10,064
	SUBTOTAL	98	10	146	10	264	\$ 54,952
	COLUMN TOTALS	98	10	146	10	264	\$ 54,952

10% mark-up on direct expenses; 15% mark-up for sub-contracted services

Mileage will be reimbursed at the prevailing federal mileage reimbursement rate in effect at the time of travel

Rates are subject to revision as of January 1 each year.

We also request approval to reallocate the remaining funds from the completed Task 2 and Task 3 to Task 4 in order to address the current overages in Task 4, as detailed below:

Task	Status	Budget Remaining as of 8/31/25	Amendment Request 1	Budget Remaining with Amendment Request 1
1 Grant Administration	Ongoing	\$2,124.50	No Change	\$2,124.50
2 Alternative Analysis & Feasibility	Complete	\$3,415.00	-\$3,415.00	\$0.00
3 Environmental Compliance	Complete	\$5,514.60	-\$5,514.60	\$0.00
4 Design Program Management	Ongoing	-\$14,448.50	+\$8,929.50 ⁽¹⁾ +\$54,952.00 ⁽²⁾	\$49,433.10
5 CWSRF Construction Application	Ongoing	\$3,949.50	No Change	\$3,949.50
Total		\$555.10		\$55,507.10

(1) \$8,929.50 added from Task 4 includes the remaining budgets subtracted from completed Task 2 and Task 3.

(2) \$54,952 includes added fee for additional work through bidding and project award.

RESOLUTION 2026-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AMENDMENT #1 FOR THE
EXISTING CONTRACT WITH WATER SYSTEMS CONSULTING FOR PROJECT
MANAGEMENT SUPPORT FOR THE MACHADO WASTEWATER TREATMENT
FACILITY EXPANSION AND UPGRADE IN AN AMOUNT NOT TO EXCEED
\$55,507.10, INCLUDING RELATED BUDGET ADJUSTMENTS**

WHEREAS, San Miguel Community Services District (“District”) owns and operates the Machado Wastewater Treatment Facility within the District; and

WHEREAS, the District is currently completing the planning phase of the Machado Wastewater Treatment Facility expansion and upgrade and is proceeding with Permitting, Construction and Commissioning which will require additional project management support from Water System Consulting (District Engineer)

NOW THEREFORE, BE IT RESOLVED, the Board of Directors of the San Miguel Community Services District does, hereby authorize the following:

1. The Board of Directors authorizes the General Manager to execute Amendment #1 to the existing contract with Water System Consulting to provide project management support to the District on a Not to Exceed -Time and Material basis; and
2. The Board of Directors also authorizes budget adjustments as follows:
 - o Increase expense budget 40-587 by \$55,507.10 for permitting support

Total increases are not to exceed \$55,507.10 without additional Board authorization.

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:

Tamara Parent, Board Clerk

Christina M. Pritchard, Deputy General Counsel

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 10.8

SUBJECT: Review and approve two contract amendments (#6 and #9) with Wallace Group Inc. for additional work related to the change in process for the Cloacina package plant approved under amendment #2 and additional plan changes which were not part of the original scope of work.
(Approve by 3/5 vote) (Pg. 289-299)

SUGGESTED ACTION: It is recommended that after review and discussion that the Board approve, by 3/5 vote of the Board, and authorize the General Manager to execute, contract amendments # 6 and #9 with Wallace Group Inc. for the changes to construction documents for; 1) additional work related to the change in process to the Cloacina package plant and 2) additional plan changes which were not part of the original scope of work.

DISCUSSION:

The District is currently awaiting final funding agreements with the Clean Water State Revolving Fund (CWSRF) which is projected to cover the majority, in not all, of the costs associated with the expansion and upgrade of the Machado Wastewater Treatment Facility (WWTF).

Previously the Board approved a contract Amendment (#2) with Wallace Group in conjunction with the approved Cloacina package plant change from M250X2 to M9. Unfortunately, the cost estimate for this change fell short of the actual work (coordination and design) necessary to make the changes necessary to the construction documents. Wallace Group has already performed the necessary work, at their risk, and is asking for the actual cost, without markup, to be approved for payment.

Although the approval of Amendment #2 and the proposed Amendment #6 increased the design cost of the WWTF, the change in Cloacina plant model will still net a overall savings in installation and operations cost over the projected life of the plant after accounting for the additional design cost.

Amendment #9 is being proposed to account for requested changes that need to be made in order to account for items that either have changed or were not included in the original scope of work for the construction documents of the WWTF. Item such as removal of the operations building from the bid plan set, addition of a full height wall on the equipment storage building, septage receiving station, Davit cranes for the pump stations, and change to plugs for pump connections in control cabinets.

While these changes add cost to the project, they all either increase personnel safety, equipment protection, or in the case of removing the operations building separate out of the bid documents the portions of the original project that are not being funded at this time.

In both amendments the Wallace Group has stated that they are not requesting any markup on them or the subcontract costs related to these amendments in an effort to reduce overall cost to the District.

Contract amendment #6 Cloacina Conversion (\$122,036)
Contract amendment #9 Design Change request (\$45,445)

Both proposed amendments are attached to this report for review and approval.

FISCAL IMPACT:

Contract amendment #6 \$122,036

Contract amendment #9 \$45,445

Total commitment for CA #6 and #9 of \$167,481 to be paid from wastewater fund (40-587) and reimbursed through the existing planning grant and pending construction grant.

PREPARED BY: Kelly Dodds

CONTRACT AMENDMENT



Project Name: Machado WWTF Upgrade & Expansion Design	CA No. 6
Client Name: San Miguel CSD	Project/Phase No. 0406-0031
Attention: Kelly Dodds	Date: November 7, 2025
Address: PO Box 180, San Miguel, CA, 93451	

Wallace Group requests the Client’s authorization to proceed with revisions to the contract agreement for the above referenced project as herein described. Approval below incorporates this document as a part of the original contract signed October 5, 2022. If approved, please return one signed original Contract Amendment to Wallace Group.

Description and Purpose of the Revisions

Cloacina System Conversion and Site Plan Updates

As part of Contract Amendment 2 (CA No.2), Wallace Group was given authorization to redesign the project to accommodate the latest Cloacina model M9 membrane bioreactor system, rather than the older Cloacina model M250X2 that was originally scoped by the District and District Engineer (WSC). The CA No. 2 scope and fee was estimated using the information available to Wallace Group from Cloacina at the time, which was based on limited information regarding detailed design requirements, as the full design and submittal package from Cloacina was not available yet. The reason for the design change was that the simplified construction of the newer model would ultimately yield savings to the District of approximately \$1million in construction and ongoing savings with operational costs. CA No. 2 was proposed as a time and materials, hourly contract. The conversion of the design from the original Cloacina model to the newer model resulted in more engineering design and coordination with Cloacina and the design subconsultants than originally anticipated. The additional effort included, but is not limited to:

- Multiple revisions of submittal drawings from the vendor
- Missing or incomplete pipe sizes and locations in vendor drawings
- Extensive coordination with vendor regarding process design, P&IDs, chemical usage projections, tank configuration for low flow scenarios, UV skid changes
- Multiple changes to the headworks coarse screen, degrit, and fine screen platforms for flow split to aeration basins
- Working equalization tank pump selection changed by vendor after completion of Wallace Group design
- Unanticipated grading challenges due to reorientation of equipment pads on site (changed from north/south to east/west)
- Redesign to effluent pump station to remove future recycled water pumps for vineyard conveyance and future town recycled water loop
- Additional coordination with subconsultants
- Additional coordination with District and District Engineer

The amount requested in this contract amendment for the overage is \$122,033.75, which is the remaining invoice currently being held by Wallace Group from the design phase of the project. The resulting overall total for Wallace Group’s design fees for the project are lower than other municipal wastewater retrofit projects in the industry, with the design fees being approximately 3.7% of the project construction estimate, lower than the typical 5% seen in other projects.

A fee template is attached to show breakout of hours per role.

Revision(s) Represent:

- a change in previous instructions
- a change in Scope of Services
- other:

Revision(s) Fee:

- hourly (time & materials) \$122,036
- progress billing: \$
- not-to-exceed w/o authorization: \$

CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

T 805 544-4011
F 805 544-4704



Revision(s) will be invoiced as:
(x) increase to an item within the existing contract
() a new item added to existing contract

Issued by,

WALLACE GROUP, a California Corporation

APPROVED BY CLIENT:

Bryan D. Childress, PE M37934/C88775
Principal/Director of Mechanical Engineering
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us

Signature

Printed Name

Title

Date

**Wallace Group Team Resource Estimate for the
Cloacina Conversion and Site Plan CA6**

BUDGET SUMMARY

PHASE/TASK No.	TASK DESCRIPTION	PRINCIPAL	SENIOR ENGINEER I	ASSOCIATE ENGINEER III	SENIOR DESIGNER II	Misc. Direct Costs	TOTAL LABOR HOURS	LABOR \$	TOTAL COST \$
		HRS	HRS	HRS	HRS	COST	HRS		
		RATE	\$280	\$210	\$120	\$172			
1	Cloacina Conversion and Site Plan CA6	16	255	74	320.5		665.5	\$122,036	\$122,036
SUB-TOTALS		16	255	74	320.5		665.5	\$122,036	\$122,036
WALLACE GROUP LABOR COSTS		\$4,480	\$53,550	\$8,880	\$55,126				\$122,036
WALLACE GROUP DIRECT COSTS									
SUBCONSULTANT DIRECT COSTS									
DIRECT COSTS OVERHEAD @								15%	
TOTAL									\$122,036

Task Budgets may fluctuate within Overall Budget

CONTRACT AMENDMENT



Project Name: Machado WWTF Upgrade & Expansion Design	CA No. 9
Client Name: San Miguel CSD	Project/Phase No. 0406-0031
Attention: Kelly Dodds	Date: November 21, 2025
Address: PO Box 180, San Miguel, CA, 93451	

Wallace Group requests the Client’s authorization to proceed with revisions to the contract agreement for the above referenced project as herein described. Approval below incorporates this document as a part of the original contract signed October 5, 2022. If approved, please return one signed original Contract Amendment to Wallace Group.

Description and Purpose of the Revisions

Design Change Requests

Wallace Group and our various subconsultants have estimated the time and costs to update several design requests by the District and/or District Engineer. It should be noted that Wallace Group will not charge any markup on the subconsultant fees within this contract amendment.

Removal of Operations and Maintenance Building from Bid Package

- Finalize design with operation and maintenance building removed from package.
- Provide underground utilities necessary for future operations building installation
- Design connections for existing building power and communications services
- Revise necessary specification sections
- Update bid package as required

Addition of Full Height Walls to Covered Vehicle Storage Building

- Architectural and structural design of full height walls on the west and east walls of the previously designed structure
- Provide updated drawings and structural calculations

Addition of Septage Receiving Station Driveway

- Structural design of concrete septage receiving station drive approach
- Civil grading and drainage design of approach

Addition of Davit Cranes for Pump Stations

- Mechanical sizing and selection of davit cranes based on span and load charts
- Update of plans and specifications as required

Plug Style Pump Connection Cabinet

- Update pump connection cabinets for Influent Lift Station, EQ Pond Pump Station, and Influent EQ Pump Station to utilize Meltric switch-rated plug and receptacle connections cable to route through covered trench/troughs
- Provide new elevation details for new pump connection cabinets
- Update conduit and cable schedules for new approach

Fee templates for each of the below tasks are attached to this contract amendment for backup. Summary of charges below:

Removal of Operations and Maintenance Building from Bid Package	\$23,030
Addition of Full Height Walls to Covered Vehicle Storage Building	\$7,525
Addition of Septage Receiving Station	\$7,210
Addition of Davit Cranes for Pump Stations	\$1,580
Plug Style Pump Connection Cabinets	\$6,100

- CIVIL AND TRANSPORTATION ENGINEERING
- CONSTRUCTION MANAGEMENT
- LANDSCAPE ARCHITECTURE
- MECHANICAL ENGINEERING
- PLANNING
- PUBLIC WORKS ADMINISTRATION
- SURVEYING / GIS SOLUTIONS
- WATER RESOURCES

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

T 805 544-4011
F 805 544-4704



Revision(s) Represent:

- a change in previous instructions
- a change in Scope of Services
- other:

Revision(s) Fee:

- hourly (time & materials) \$45,445
- progress billing: \$
- not-to-exceed w/o authorization: \$

Revision(s) will be invoiced as:

- increase to an item within the existing contract
- a new item added to existing contract

Issued by,

WALLACE GROUP, a California Corporation

APPROVED BY CLIENT:

A blue ink handwritten signature of Bryan D. Childress.

Bryan D. Childress, PE M37934/C88775
Principal/Director of Mechanical Engineering
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us

Signature

Printed Name

Title

Date

Wallace Group Team Resource Estimate for the Machado WWTF Design Additions

BUDGET SUMMARY

PHASE / TASK No.	TASK DESCRIPTION	PRINCIPAL	SENIOR ENGINEER I	SENIOR DESIGNER II	Ten Over Studio	Otto Electrical	Murphy Structural Engineers	Misc. Direct Costs	TOTAL LABOR HOURS	LABOR	TOTAL COST	
		HRS	HRS	HRS	HRS	HRS	HRS	Cost	HRS	\$	\$	
		RATE	\$280	\$210	\$185							
1	Removal of Operations and Maintenance Building from Bid Package		4	28		10	48	10		100	\$23,030	\$23,030
2	Addition of Full Height Walls to Covered Vehicle Storage Building					15		24		39	\$7,525	\$7,525
3	Addition of Septage Receiving Station Driveway		1	2	24			11		38	\$7,210	\$7,210
4	Addition of Davit Cranes for Pump Stations			4	4					8	\$1,580	\$1,580
5	Plug Stype Pump Connection Cabinet			10			16			26	\$6,100	\$6,100
	SUB-TOTALS		5	44	28	25	64	45		211		\$45,445
	WALLACE GROUP LABOR COSTS	\$1,400	\$9,240	\$5,180								\$15,820
	WALLACE GROUP DIRECT COSTS											
	SUBCONSULTANT DIRECT COSTS				\$4,985	\$16,000	\$8,640					\$29,625
	DIRECT COSTS OVERHEAD @									0%		
	TOTAL											\$45,445

Task Budgets may fluctuate within Overall Budget

Wallace Group Team Resource Estimate for the Machado WWTF Design Additions

Ten Over Studio

PHASE/ TASK	TASK DESCRIPTION	Senior Architect	Architect	Misc. Direct Costs	TOTAL LABOR HOURS	LABOR \$	TOTAL
		HRS	HRS		HRS/ COST		COST \$
		\$225.00	\$185.00				
1	Removal of Operations and Maintenance Building from Bid Package	5	5		10	\$2,050	\$2,050
2	Addition of Full Height Walls to Covered Vehicle Storage Building	4	11		15	\$2,935	\$2,935
3	Addition of Septage Receiving Station Driveway						
4	Addition of Davit Cranes for Pump Stations						
5	Plug Stype Pump Connection Cabinet						
	SUBTOTALS	9	16		25	\$4,985	\$4,985
	TOTALS	\$2,025	\$2,960		25	\$4,985	\$4,985

Wallace Group Team Resource Estimate for the Machado WWTF Design Additions

Otto Electrical

PHASE/ TASK	TASK DESCRIPTION	Senior Electrical Engineer	Misc. Direct Costs	TOTAL LABOR HOURS	LABOR \$	TOTAL
		HRS \$250		HRS/ COST		COST \$
1	Removal of Operations and Maintenance Building from Bid Package	48		48	\$12,000	\$12,000
2	Addition of Full Height Walls to Covered Vehicle Storage Building					
3	Addition of Septage Receiving Station Driveway					
4	Addition of Davit Cranes for Pump Stations					
5	Plug Stype Pump Connection Cabinet	16		16	\$4,000	\$4,000
	SUBTOTALS	64		64	\$16,000	\$16,000
	TOTALS	\$16,000		64	\$16,000	\$16,000

**Wallace Group Team Resource Estimate for the
Machado WWTF Design Additions**

Murphy Structural Engineers

PHASE/ TASK	TASK DESCRIPTION	Senior Structural Engineer	Structural Engineer I	Misc. Direct Costs	TOTAL LABOR HOURS	LABOR \$	TOTAL COST \$
		HRS	HRS				
		RATE					
		\$225.00	\$180				
1	Removal of Operations and Maintenance Building from Bid Package	4	6		10	\$1,980	\$1,980
2	Addition of Full Height Walls to Covered Vehicle Storage Building	6	18		24	\$4,590	\$4,590
3	Addition of Septage Receiving Station Driveway	2	9		11	\$2,070	\$2,070
4	Addition of Davit Cranes for Pump Stations						
5	Plug Stype Pump Connection Cabinet						
	SUBTOTALS	12	33		45	\$8,640	\$8,640
	TOTALS	\$2,700	\$5,940		45	\$8,640	\$8,640

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 10.9

SUBJECT: Continued from 11/20/2025, 12/18/2025 Board meetings
Discussion on District administrative office space and potential alternatives to relocate the offices away from the Machado Wastewater Treatment Facility for administrative staff. **(Approve by 3/5 vote)** (Pg. 300-304)
Requested by Directors Green and Davis 2/27/2025 and 6/26/2025

SUGGESTED ACTION:

It is recommended that the Board discuss and direct staff in one of the following actions:

1) Approve relocation of the District administrative office to 1271 Mission Street.

Including:

- Authorize the General Manager to negotiate lease or purchase terms with the owner of record of 1271 Mission and prepare lease/ purchase relocation tenant improvement costs resolutions to be provided for Board approval at the February meeting.
- Approve resolution 2026-XX authorizing the purchase of the existing modular office at the WWTF

or

- Approve continued rental of the modular office at the WWTF.

2) Direct the General Manager to maintain the District Administrative office at the WWTF.

Including:

- Approve resolution 2026-XX authorizing the purchase of the existing modular office at the WWTF

or

- Direct the General Manager to continue renting the existing modular office at the WWTF

3) Reject the above options and provide other direction to staff.

DISCUSSION:

Based on the discussion at the November and then December Board meetings, staff was provided additional direction regarding two options for the relocation of the District's administrative staff from the Machado WWTF to either 1271 Mission Street or the San Miguel fire station.

Based on discussions the primary options for the District office location were to move to 1271 Mission

Street and to remain at the Machado WWTF. Projected costs are discussed below for both options, however costs for the relocation to 1271 Mission Street are projections and may be more or less depending on the actual negotiated contracts and other costs that may not have been evident at the time of this report.

Below is a summary of the two options being proposed.

1271 Mission St

Per Board direction this option is to relocate administrative staff to this property, while leaving the General Manager at the Machado WWTF location to manage operations staff and oversee plant operations.

1271 Mission Street is an undivided open ‘shell’ and will need to be configured to create a productive environment for the staff being relocated there to interact with the public, other staff, the Board and vendors. This includes at a minimum; front desk/ reception area, semi-private / private space for confidential employees, a break area and restrooms. A space to hold meetings/conferences between staff and board, vendors, contractors, developers etc. is a necessary space and can be accommodated at this site in some form. All spaces in this building must be developed to meet ADA requirements as well as provide a safe working space for staff.

The existing building will also need to be modified to provide additional protection against break-ins as the main entry storefront is single pane glass.

If the Boards intent is to move to this location as soon as possible, then a lease or purchase contract can be negotiated and presented to the Board at the February Board meeting. Improvements to the building including the additional security at the entrance, installation of fiber internet, phone configuration, installation of alarm system and transfer of utilities can likely be completed by April assuming a February lease approval.

Estimated costs for the proposed relocation are: (discussed are only costs for 1271 Mission)

- One-time costs: Installation of alarm, internet, configuration of phone system for bifurcated sites, purchase of second time clock for new location, minimum cubicle or office dividers, staff time for relocation etc;
- On-going costs: Rent, Power, propane, internet, alarm service, water and sewer, insurance.

Projected first year cost;

subsequent years are anticipated to only include ongoing costs outlined below

One-time - \$19,600

On-going - \$38,316 Annually / (\$3,193 per month)** based on a maximum of \$2,500 per month rental.

- Projected cost through the end of FY 25-26, assuming a lease is approved in February. \$32,372.
- Projected cost for FY 26-27 \$38,316.

It is recommended that the Board discuss and determine whether the District offices Should be relocated from the Machado WWTF to 1271 Mission Street. If so, the following actions should be taken:

- Authorize the General Manager to negotiate a lease or property purchase for the property on

behalf of the District to be presented for approval at the February Board meeting.

- Direct the General Manager to present a resolution to authorize the General Manager to proceed with contracts for service related to the relocation and for the required budget adjustment the projected costs to be incurred through the end of FY 2025-26 at the February Board meeting.

1765 Bonita Place

The District office is currently located at this District owned property, in a rented modular office trailer. Whether the Board elects to relocate the District office to 1271 Mission or to remain at this site, a discussion and decision will need to be made regarding the currently rented modular office space at the WWTF.

The District had previously planned to build an office at the Machado WWTF but due to estimated costs that is not financially feasible for the foreseeable future.

If the District office is relocated, office space and break room space will still be necessary for operations at the WWTF.

At prior meeting the Board requested cost estimates for the purchase of the existing modular as well as the cost of purchasing a smaller modular for an office and construction trailer.

The costs for the smaller office/ construction trailer was approximately \$20,000 less than the cost to purchase the existing trailer. These savings would be reduced, or completely depleted, with costs related to the removal of the existing trailer and permitting and installation of the new trailer.

Given that office space is still necessary for the operation of the WWTF, and space for engineering staff to utilize during the upcoming construction of the WWTF it is recommended that the Board authorize one of the following options; Continue to rent the existing modular office or purchase the existing modular office.

Purchase of the existing modular office was discussed at the December 2025 Board meeting with direction to work with the vendor on price and bring back additional information and option to purchase the office. Since that time staff has worked with API, the owner of the office, and have been able to reduce the total cost of the proposed purchase as well as incorporate replacement of the single pane windows with new dual pane windows to extend the useful life of the building. The negotiated total cost to purchase the existing modular is \$166,069.27 including the replacement of the 4 existing single pane windows. This is a \$6,435 reduction from the initial proposal.

The District currently rents the existing modular office at a rate of \$2,200 per month. The District began renting the office in February 2023, and has paid a total of \$77,000 in rental and \$36,780 in setup costs. The rental fees to date are ~46% of the current proposed purchase price. As the District is anticipating starting construction on the Machado WWTF expansion/ upgrade project that is projected to last for 2-3 years, and it is anticipated that additional WWTF staff will be needed to operate the new plant over and above the current staff. The existing office space will be needed in the short term for operations staff and engineering staff during construction and then after construction will be occupied by additional operations staff.

The ongoing cost to operate the office at the WWTF will not change significantly if the administrative office is relocated. The services to the WWTF such as internet, power, water, alarms will all still be required at their current level and it is not anticipated that there will be a significant reduction in overall monthly operating cost at the plant.

It is recommended that the Board should, regardless of the outcome of relocating the District office, provide direction to either:

- Approve the purchase the existing Modular office at a cost of \$166,069.27 from API by approving the attached resolution, authorizing the General Manager to execute the purchase on behalf of the District and authorizing the required budget adjustments.

or

- Direct the General Manager to continue renting the existing modular office

FISCAL IMPACT:

Cost for relocation are estimated at \$19,600 in one time costs and \$38,316 in annually operating costs. (\$51,972 through the end of FY 2025-26) which would be shared by all utility funds.

Cost to purchase the existing modular office is proposed to be \$166,069.27 which would paid by the wastewater fund.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2026-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING THE PURCHASE
OF A MODULAR OFFICE FROM ATLAS PERFORMANCE INDUSTRIES INC AND
APPROVING ASSOCIATED BUDGET ADJUSTMENTS**

WHEREAS, San Miguel Community Services District (“District”) currently rents a 24’ x 60’ modular office trailer from API Inc that serves as a District office and is located at the Machado Wastewater Treatment Facility; and

WHEREAS, the Board of Directors desires to purchase the modular office, currently under rental, to reduce ongoing rental costs as the space is currently necessary and will be necessary for the foreseeable future for ongoing treatment plant operation and construction purposes; and

WHEREAS, the District Board of Directors authorizes the General Manager execute a purchase agreement with Atlas Performance Industries (API) for the purchase of the existing 24’ x 60’ modular office located at the Machado Wastewater Treatment Facility; and

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby:.

1. Authorize the General Manager to execute a purchase agreement for the modular office in an amount not to exceed \$166,069.27 with Atlas Performance Industries; and
2. Approve budget adjustment to the FY25-26 budget as outlined below;
 - Increase to expense object; 40-953 (WWTF Site/ buildings) in an amount of \$166,069.27
 - Transfer the same amount from wastewater capital to wastewater operations for the above purchase.

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:

Tamara Parent, Board Clerk

Christina M. Pritchard, Deputy General Counsel

Board of Directors Staff Report

January 22, 2026

AGENDA ITEM: 10.10

SUBJECT: Continued from 11/20/2025, 12/18/2025 Board meeting
Provide direction on the installation and use of a red light outside the Temporary Housing Unit (THU) and possible action to approve expenditure for installation. (**Provide direction by 3/5 vote**) (Pg. 305-306)
Requested by Director Green and Davis at September 2025 Board meeting

SUGGESTED ACTION: Consider the installation of a red light on a photocell to be installed on the West exterior of the Temporary Housing Unit.

DISCUSSION:

Directors Green and Davis requested that the Board discuss the installation and use of a red light on the Temporary Housing Unit (THU) which is located next to the Fire Station and provides overnight quarters for on call Fire Department Staff as well as space for Sheriff Deputies to take breaks and write reports.

At the November 20, 2025, Board Meeting it was discussed that the THU does not accommodate public access and is not open to the public at any time. Encouraging the public to access the THU is not advised due to the fact that the THU is non-ADA compliant, as per the Proposed Use and County permitting process.

Fire Department staff may not be at the Fire Station or THU at all times, personnel may be on a call, or performing training or other authorized activity. Persons who are in need of Medical or Fire assistance are directed to call 911 for immediate response. Additionally, a red light is generally a traditional decorative feature rather than a notification device. The Board should discuss the need for the red light and provide direction for the creation of a policy for use.

After discussion at the December 18, 2025, meeting it was recommended by Director Sangster that a red light on a photocell be added to the West wall exterior of the THU.

Baldwin Electric was contacted and provided a cost of \$400.56 for parts and installation.

FISCAL IMPACT:

Approval of the installation of a red light is estimated to cost \$400.56.

PREPARED BY: Scott Young

Baldwin Electric Service

7930 Santa Rosa Road
 Atascadero, Ca. 93422
 CA State Lic. 769015
 hbaldwin1213@yahoo.com

Estimate

Date	Estimate #
1/12/2026	7

Name / Address
San Miguel Community Services District P.O. Box 180 San Miguel, CA 93451

Project

Description	Qty	Rate	Total
Labor	2	140.00	280.00
Materials	1	120.56	120.56
Change out interior switch to keyed switch with new plate. Remove existing outside light fixture and install extension box, and then remounting light fixture. Mount new vandal style light fixture with red globe and photo cell above existing light fixture.			
Total			\$400.56