



SAN MIGUEL COMMUNITY SERVICES DISTRICT BOARD OF DIRECTOR & GROUNDWATER SUSTAINABILITY AGENCY

Raynette Gregory, Vice-President

Rod Smiley, Director

Berkley Baker, Director

Anthony Kalvans, Director

Owen Davis, Director

REGULAR MEETING AGENDA Open Session 6:00 PM - then convene to Closed Session 601 12th Street San Miguel, CA Date: 07-27-2023

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. Speakers are **limited to three minutes**. Please sign in with name and address at podium.*

6. Special Presentations/Public Hearings/Other

1. Update on Groundwater Sustainability Plan (GSP) and basin condition

Update on GSP and basin condition with presentation by County Groundwater Sustainability Director Blaine Reely

7. Non- District Reports

1. San Luis Obispo County Organizations

Verbal/Report

2. Community Service Organizations

Verbal

3. Camp Roberts—Army National Guard

Verbal

8. Staff & Committee Reports - Receive & File

1. General Manager

Receive verbal report

2. District Counsel

Receive verbal report

3. District Utilities

Receive and File

4. Fire Chief Report

Receive and File

Adjourn to the San Miguel Community Services District Groundwater Sustainability Agency (GSA)

9. San Miguel Community Service District Groundwater Sustainability Agency (GSA)

Consent Calendar *The San Miguel Community Service District Board of Directors will consider the following Consent Agenda items sitting as the San Miguel Community Service District Groundwater Sustainability Agency (GSA) 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. Paso Basin GSP WY 2022 Annual Report invoice.

Receive and File invoice from County of San Luis Obispo for the San Miguel Community Services District Groundwater Sustainability Agency cost share of Water Year 2022 Annual Report

10. San Miguel Community Service District Groundwater Sustainability Agency (GSA) Board

Action Items *The San Miguel Community Services District Board of Directors will consider the following Board Action Items sitting as the San Miguel Community Service District Groundwater Sustainability Agency (GSA)*

1. Grand Jury report titled "Can One Wet Year Wash Away the Paso Robles Basin's Water Worries" (6-23-2023)

Discuss County of San Luis Obispo Grand Jury report findings and recommendations.

2. Paso Basin Cooperative Committee (PBCC) Statement of Equity (Dodds)

Review the provided Statement of Equity and alternate Statement of Fairness and provide direction to the General Manager as appropriate.

Reconvene to the San Miguel Community Service District Board of Directors

11. 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. 06-22-2023 Draft San Miguel CSD and Groundwater Sustainability Agency Meeting Minutes (Parent)

Receive and File

2. 06-29-2023 Draft San Miguel CSD Special Meeting Minutes (Parent)

Receive and File

3. Banking powers for Community Bank of Santa Maria

Approve RESOLUTION 2023-33 authorizing the General Manager, Fire Chief and Financial Officer banking powers for District accounts at the Community Bank of Santa Maria.

4. Recognizing Ward Roney by Resolution (Dodds)

Approve RESOLUTION 2023-34 recognizing Ward Roney for his service to the Community of San Miguel.

12. Board Action Items

1. Discussion regarding public representations by Board members and Brown Act updates.

None.

2. Elect Board officers for remainder of 2023 (Dodds)

Nominate and Elect Board of Director Officers for remainder of 2023

3. Financial Reports - June 2023 (Hido)

Please *Review* the June 2023 SMCSD Financial Reports.

After the SMCSD Audit is completed, all adjusting journal entries are processed, and the 22/23 FY is closed- all Financial Reports that were presented for Review Only will be finalized. Those reports will then be presented to the Board for *Receive and File* approvals.

4. RFQ for Certified Public Accountant consultation services

Authorize the General Manager to circulate an RFQ for Certified Public Accountant consultation services

5. SLT Tank inspection, diving and cleaning.

Review and approve RESOLUTION 2023-35 authorizing the General Manager to contract with Advanced Technical Services Inc (ATS) and a budget adjustment for the inspection and cleaning of the SLT Water Tank.

6. Change order for Machado Wastewater Treatment Facility Design contract

Review and approve amendment #1 in an amount NTE of \$43,136.50 to 10/5/22 Contract with Wallace Group for the design of the Machado Wastewater Treatment Plant expansion.

7. Water rate information requested at 6/22/23 SMCSD Board Meeting

Receive and discuss information requested at the 6/22/2023 Board meeting.

13. **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.*

14. **Adjourn to Closed Session/Closed Session Agenda** *Public comment for items on closed session agenda.*

- 1.

Conference with Legal Counsel- Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of section 54956.9: One (1) matter

Direction to staff.

15. **Report out of Closed Session**

16. **Adjournment to Next Regular Meeting**

ATTEST:

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

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

Date:

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 6.1

SUBJECT: Update on Groundwater Sustainability Plan (GSP) and basin condition

SUGGESTED ACTION: Update on GSP and basin condition with presentation by County Groundwater Sustainability Director Blaine Reely

DISCUSSION:
Receive power point presentation and discuss status of the GSP and Basin.

FISCAL IMPACT:
None

PREPARED BY: Kelly Dodds

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 7.1

SUBJECT: San Luis Obispo County Organizations

SUGGESTED ACTION: Verbal/Report

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Tamara Parent

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 7.2

SUBJECT: Community Service Organizations

SUGGESTED ACTION: Verbal

DISCUSSION:
Verbal/Report.

FISCAL IMPACT:
None

PREPARED BY: Tamara Parent

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 7.3

SUBJECT: Camp Roberts—Army National Guard

SUGGESTED ACTION: Verbal

DISCUSSION:
Verbal/Report

FISCAL IMPACT:
None

PREPARED BY: Tamara Parent

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 8.1

SUBJECT: General Manager

SUGGESTED ACTION: Receive verbal report

DISCUSSION:

Verbal

FISCAL IMPACT:

None

PREPARED BY: Tamara Parent

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 8.2

SUBJECT: District Counsel

SUGGESTED ACTION: Receive verbal report

DISCUSSION:

Verbal

FISCAL IMPACT:

None

PREPARED BY: Tamara Parent

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 8.3

SUBJECT: District Utilities

SUGGESTED ACTION: Receive and File

DISCUSSION:

Well Status:

- Well 4 is fully operational – Well Level 79.6’ 6/1/23 (STATIC)
- Well 3 is fully operational – Well Level 83.16’ 6/1/23 (STATIC)
- SLT well is fully operational
- **Total combined average running hours per day (12.8)**

(Threshold for stage 1 resource severity level determination is 17 hours per day)

Water System status:

Water leaks this month: 0 This calendar year: 2

Water related calls through the alarm company after hours this month: 0 This Year: 4

- .

Sewer System status:

Sewer overflows this month: 0 this year: 1

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

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

WWTF status:

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

State Water Resources Control Board (SWRCB):

-

Division of Water Resources (DWR):

-

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

- .

Billing related activity:

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

Lighting/ Landscaping status:

- .

Solid Waste:

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:

- .

Project status:

- **Replacement water tank and pump station on east side of river/ water line replacement.** (21007) started February 2022
 - **(POTENTIALLY GRANT FUNDED)**
 - Project application was assigned to a project manager at the state. District staff and engineer are scheduled for an initial meeting this month to review the project a related documents.
- **Study to determine condition and I&I of the existing sewer collection system** (21008) started February 2021
 - **(100% GRANT FUNDED)**
 - Agreement was received and District Engineer is preparing a RFP to be sent out in August to begin work on this project.
- **Cost of Service Rate Study** (22005) started June 2022
 - Notices for water rate increase have been mailed and received by the community. As of the date of this report (7-18) one person has come in to discuss the rates with staff.

Staffing

- Two vacant positions.
- WWTF Operator Lead and WWTF Operator, both are out for applications
- Investigating feasibility of hiring an additional person to fill a need for compliance and reporting in the utilities departments.

SLO County in San Miguel:

- .

Caltrans in San Miguel:

- .
-

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 8.4

SUBJECT: Fire Chief Report

SUGGESTED ACTION: Receive and File

DISCUSSION:

All SMFD engines are in currently service.

Code Adoption 2023:

1. Local Ordinance 01-2023 has been forwarded to County Fire for submission to the County Board of Supervisors for ratification as required. County Planning has taken issue with the photovoltaic plan submission requirement well beyond the required review period. The Fire Chief is currently working with Supervisor Peschong and Legal to resolve this item still have not received any update.
2. The HCD has confirmed the assumption of Fire Code Enforcement within State managed parks within the San Miguel District Boundaries on May 4th, 2023. notification was sent via certified mail to the 2 property owners. Return receipts for delivery confirmation were received on May 8th & 10th. The Department shall be contacting outside agencies regarding inspections. A potential inspection date of 26 July has been pushed back due the the ratification issues between the County and SMF.

Grants:

1. The 2023 VFC Grant Application has been submitted and forwarded for approval on May 8, 2023. An approval should be announced in August 2023.

Equipment received relating to the RFD Grant:

1. All equipment has been issued to Department members.
2. Payment was received.

SAFER Grant.

1. SAFER Grant notices should be available in late July.

Training:

1. RT130 training has been completed.
-

FISCAL IMPACT:

None

PREPARED BY: Scott Young

San Miguel Fire Department

San Miguel, CA

This report was generated on 7/17/2023 4:43:58 PM



Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 06/01/2023 | End Date: 06/30/2023

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
Young, Scott P					
06/01/2023 07:00:00	06/01/2023 18:00:00	DAYBOOK	E8668	Impact area burn at Camp Roberts	11.00
06/01/2023 08:30:00	06/02/2023 08:30:00	DAYBOOK	E8668		24.00
06/01/2023 15:15:00	06/01/2023 15:24:00	INCIDENT	E8668	Incident 2023-135 - Dispatched & cancelled en route: Apparatus E8668 responded to Camp Roberts	0.15
06/03/2023 14:00:00	06/04/2023 08:30:00	DAYBOOK	8600		18.50
06/03/2023 20:18:00	06/03/2023 20:32:00	INCIDENT	8600	Incident 2023-137 - Emergency medical service, other: Apparatus 8600 responded to 560 12th ST	0.23
06/04/2023 08:30:00	06/05/2023 08:30:00	DAYBOOK	8600		24.00
06/04/2023 11:26:00	06/04/2023 11:34:00	INCIDENT	E8668	Incident 2023-140 - Dispatched & cancelled en route: Apparatus E8668 responded to Bldg 914	0.13
06/04/2023 15:20:00	06/04/2023 15:44:00	INCIDENT	8600	Incident 2023-138 - Emergency medical service, other: Apparatus 8600 responded to 1150 Mission ST	0.40
06/04/2023 19:01:00	06/04/2023 19:31:00	INCIDENT	8600	Incident 2023-139 - Emergency medical service, other: Apparatus 8600 responded to 9560 N River RD	0.50
06/05/2023 08:30:00	06/06/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/06/2023 08:30:00	06/07/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/06/2023 09:00:00	06/06/2023 09:00:00	DAYBOOK	E8696	E8696 batteries need replacement Out of service	0.00
06/06/2023 18:00:00	06/06/2023 22:00:00	DAYBOOK		Firefighter Training: RT130 Lead Instructor: Young, Scott P	4.00
06/07/2023 08:30:00	06/08/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/07/2023 09:00:00	06/07/2023 13:00:00	DAYBOOK	8600	County Chief Meeting	4.00
06/07/2023 14:00:00	06/07/2023 14:00:00	DAYBOOK	E8696	E8696 back from South Coast. Parts on order	0.00
06/08/2023 08:30:00	06/09/2023 08:30:00	DAYBOOK	E8696		24.00
06/08/2023 08:47:00	06/08/2023 09:09:00	INCIDENT	E8668	Incident 2023-142 - Emergency medical service, other: Apparatus E8668 responded to 1355 Mission ST	0.37
06/08/2023 15:01:00	06/08/2023 15:18:00	INCIDENT	E8668	Incident 2023-143 - Dispatched & cancelled en route: Apparatus E8668 responded to 10255 Mission Almond WAY	0.28
06/11/2023 18:00:00	06/12/2023 08:30:00	DAYBOOK	8600		14.50
06/12/2023 07:22:00	06/12/2023 07:37:00	INCIDENT	E8668	Incident 2023-145 - Motor vehicle accident with injuries: Apparatus E8668 responded to Mission ST	0.25
06/12/2023 08:30:00	06/13/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/13/2023 04:18:00	06/13/2023 04:59:00	INCIDENT	E8668	Incident 2023-146 - Emergency medical service, other: Apparatus E8668 responded to 1798 W 10th ST	0.68
06/13/2023 08:30:00	06/14/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/13/2023 08:30:00	06/13/2023 08:30:00	DAYBOOK	SMF 1	Bauer service and repair to breathing air station	0.00
06/13/2023 18:00:00	06/13/2023 22:00:00	DAYBOOK		Firefighter Training: Wildland Lead Instructor: Young, Scott P	4.00
06/14/2023 08:30:00	06/15/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/15/2023 08:05:00	06/15/2023 08:48:00	INCIDENT	E8696	Incident 2023-147 - Motor vehicle accident with injuries: Apparatus E8696 responded to 1895 San Marcos RD	0.72
06/15/2023 08:30:00	06/16/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/16/2023 08:30:00	06/17/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/16/2023 10:00:00	06/16/2023 11:03:00	INCIDENT	E8668	Incident 2023-148 - Natural vegetation fire, other: Apparatus E8668 responded to Camp Roberts	1.05
06/16/2023 11:02:00	06/16/2023 11:39:00	INCIDENT	E8668	Incident 2023-149 - Emergency medical service, other: Apparatus E8668 responded to Camp Roberts	0.62

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



emergencyreporting.com
Doc Id: 1514
Page # 1 of 2

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
06/16/2023 19:03:00	06/16/2023 19:36:00	INCIDENT	E8668	Incident 2023-151 - Emergency medical service, other: Apparatus E8668 responded to Camp Roberts	0.55
06/16/2023 19:36:00	06/16/2023 19:48:00	INCIDENT	E8668	Incident 2023-152 - Water problem, other: Apparatus E8668 responded to 325 Ladrillos WAY	0.20
06/17/2023 05:11:00	06/17/2023 05:40:00	INCIDENT	E8668	Incident 2023-153 - Emergency medical service, other: Apparatus E8668 responded to Camp Roberts	0.48
06/17/2023 08:30:00	06/18/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/17/2023 18:50:00	06/17/2023 18:57:00	INCIDENT	E8668	Incident 2023-154 - Dispatched & cancelled en route: Apparatus E8668 responded to Arizona	0.12
06/18/2023 08:30:00	06/19/2023 08:30:00	DAYBOOK	8600		24.00
06/18/2023 10:02:00	06/18/2023 10:36:00	INCIDENT	E8668	Incident 2023-155 - Emergency medical service, other: Apparatus E8668 responded to 1920 San Juan Bautista ST	0.57
06/18/2023 23:05:00	06/18/2023 23:18:00	INCIDENT	E8668	Incident 2023-156 - Dispatched & cancelled en route: Apparatus E8668 responded to Arizona BLVD	0.22
06/18/2023 23:24:00	06/18/2023 23:49:00	INCIDENT	E8668	Incident 2023-157 - Emergency medical service, other: Apparatus E8668 responded to 1480 K ST	0.42
06/19/2023 08:30:00	06/20/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/19/2023 22:54:00	06/19/2023 23:18:00	INCIDENT	E8668	Incident 2023-158 - Emergency medical service, other: Apparatus E8668 responded to 1402 Mission ST	0.40
06/20/2023 03:07:00	06/20/2023 03:44:00	INCIDENT	E8668	Incident 2023-159 - Emergency medical service, other: Apparatus E8668 responded to 9560 N River RD	0.62
06/21/2023 08:30:00	06/22/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/21/2023 12:01:00	06/21/2023 12:36:00	INCIDENT	E8668	Incident 2023-161 - Emergency medical service, other: Apparatus E8668 responded to Nacimiento BLVD	0.58
06/22/2023 08:30:00	06/23/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/22/2023 09:00:00	06/22/2023 09:30:00	DAYBOOK	SMF 1	Operational area meeting regarding events scheduled for 7/7-8/2023	0.50
06/22/2023 17:00:00	06/22/2023 22:00:00	DAYBOOK	8600	BOD Meeting	5.00
06/23/2023 08:30:00	06/24/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/23/2023 11:00:00	06/23/2023 13:00:00	DAYBOOK	E8696		2.00
06/23/2023 20:17:00	06/23/2023 20:26:00	INCIDENT	E8696	Incident 2023-164 - Dispatched & cancelled en route: Apparatus E8696 responded to Camp Roberts	0.15
06/24/2023 03:05:00	06/24/2023 03:59:00	INCIDENT	E8696	Incident 2023-165 - Emergency medical service, other: Apparatus E8696 responded to CCP 1	0.90
06/24/2023 08:30:00	06/25/2023 08:30:00	DAYBOOK	8600		24.00
06/24/2023 22:42:00	06/24/2023 23:00:00	INCIDENT	8600	Incident 2023-166 - Public service: Apparatus 8600 responded to 1150 Mission ST	0.30
06/25/2023 08:30:00	06/25/2023 08:30:00	DAYBOOK	8600		0.00
06/25/2023 10:00:00	06/25/2023 10:14:00	INCIDENT	E8696	Incident 2023-167 - Emergency medical service, other: Apparatus E8696 responded to 2000 Mission ST	0.23
06/26/2023 05:14:00	06/26/2023 06:10:00	INCIDENT	E8668	Incident 2023-168 - Emergency medical service, other: Apparatus E8668 responded to Arizona BLVD	0.93
06/26/2023 08:30:00	06/27/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/26/2023 18:00:00	06/26/2023 22:00:00	DAYBOOK	8600	Fire Death Investigation Course	4.00
06/27/2023 01:06:00	06/27/2023 01:21:00	INCIDENT	E8668	Incident 2023-169 - Dispatched & cancelled en route: Apparatus E8668 responded to 4119 Arizona BLVD	0.25
06/27/2023 08:30:00	06/28/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/27/2023 09:00:00	06/27/2023 13:00:00	DAYBOOK	8600	Assist with Forensic Fire Death Investigator Course	4.00
06/28/2023 08:30:00	06/29/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/28/2023 10:00:00	06/28/2023 13:00:00	DAYBOOK	8600	Assist with the Forensic Fire Death Investigation Course	3.00
06/29/2023 08:30:00	06/30/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/29/2023 12:00:00	06/29/2023 13:00:00	DAYBOOK	8600	Staff lunch meeting	1.00
06/29/2023 13:30:00	06/29/2023 15:00:00	DAYBOOK	8600	Assist with the Forensic Fire Death Investigation Course	1.50
06/29/2023 18:00:00	06/29/2023 20:30:00	DAYBOOK	8600	Special Board Meeting	2.50
06/29/2023 22:31:00	06/30/2023 00:44:00	INCIDENT	E8668	Incident 2023-172 - Emergency medical service, other: Apparatus E8668 responded to 560 12th ST	2.22
06/30/2023 08:30:00	07/01/2023 08:30:00	DAYBOOK	SMF 1		24.00
06/30/2023 21:58:00	06/30/2023 22:17:00	INCIDENT	8600	Incident 2023-174 - Emergency medical service, other: Apparatus 8600 responded to 1300 Mission ST	0.32
Total Hours for: Young, Scott P					646.34
Total of all Personnel Hours					646.34

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 7/17/2023 4:45:38 PM



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: 06/01/2023 | End Date: 06/30/2023

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
06/02/2023	2023-136	0	0	04:29:00	1	P8651	P8651	10:00	00:00	00:20:00	00:10:00	00:10:00	00:20:00
06/03/2023	2023-137	0	0	20:18:00	3	8600	8600	04:00	00:00	00:05:00	00:01:00	00:01:00	00:05:00
06/04/2023	2023-138	0	0	15:20:00	5	8600	8600	05:00	00:00	00:05:00	00:00:00	00:00:00	00:05:00
06/04/2023	2023-139	0	0	19:01:00	3	8600	8600	01:00	00:00	00:07:00	00:06:00	00:06:00	00:07:00
06/07/2023	2023-141	0	0	09:41:00	1	P8651	P8651	00:00	00:00	00:03:00	00:03:00	00:03:00	00:03:00
06/08/2023	2023-142	0	0	08:47:00	3	E8668	E8668	02:00	00:00	00:05:00	00:03:00	00:03:00	00:05:00
06/10/2023	2023-144	0	0	04:03:00	3	E8668	E8668	05:00	00:00	00:07:00	00:02:00	00:02:00	00:07:00
06/12/2023	2023-145	0	0	07:22:00	2	E8668	E8668	06:00	00:00	00:15:00	00:09:00	00:09:00	00:15:00
06/13/2023	2023-146	0	0	04:18:00	2	E8668	E8668	05:00	00:00	00:18:00	00:13:00	00:13:00	00:18:00
06/15/2023	2023-147	0	0	08:05:00	2	E8696	E8696	04:00	00:00	00:14:00	00:10:00	00:10:00	00:14:00
06/16/2023	2023-148	0	0	10:00:00	2	E8668	E8668	01:00	00:00	00:19:00	00:18:00	00:18:00	00:19:00
06/16/2023	2023-149	0	0	11:02:00	2	E8668	E8668	00:00	00:00	00:00:30	00:00:30	00:00:30	00:00:30
06/16/2023	2023-150	0	0	13:55:00	1	E8668	E8668	02:00	00:00	00:11:00	00:09:00	00:09:00	00:11:00
06/16/2023	2023-151	0	0	19:03:00	3	E8668	E8668	03:00	00:00	00:17:00	00:14:00	00:14:00	00:17:00
06/16/2023	2023-152	0	0	19:36:00	3	E8668	E8668	00:00	00:00	00:04:00	00:04:00	00:04:00	00:04:00
06/17/2023	2023-153	0	0	05:11:00	2	E8668	E8668	06:00	00:00	00:14:00	00:08:00	00:08:00	00:14:00
06/18/2023	2023-155	0	0	10:02:00	3	E8668	E8668	04:00	00:00	00:07:00	00:03:00	00:03:00	00:07:00
06/18/2023	2023-157	0	0	23:24:00	2	E8668	E8668	01:00	00:00	00:02:00	00:01:00	00:01:00	00:02:00
06/19/2023	2023-158	0	0	22:54:00	3	E8668	E8668	05:00	00:00	00:06:00	00:01:00	00:01:00	00:06:00
06/20/2023	2023-159	0	0	03:07:00	3	E8668	E8668	05:00	00:00	00:09:00	00:04:00	00:04:00	00:09:00
06/20/2023	2023-160	0	0	10:21:00	2	E8668	E8668	01:00	00:00	00:08:00	00:07:00	00:07:00	00:08:00
06/21/2023	2023-161	0	0	12:01:00	2	E8668	E8668	01:00	00:00	00:10:00	00:09:00	00:09:00	00:10:00
06/24/2023	2023-165	0	0	03:05:00	2	E8696	E8696	05:00	00:00	00:14:00	00:09:00	00:09:00	00:14:00

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.



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
06/24/2023	2023-166	0	0	22:42:00	4	8600	8600	04:00	00:00	00:04:00	00:00:00	00:00:00	00:04:00
06/25/2023	2023-167	0	0	10:00:00	1	E8696	E8696	07:00	00:00	00:14:00	00:07:00	00:07:00	00:14:00
06/26/2023	2023-168	0	0	05:14:00	1	E8668	E8668	05:00	00:00	00:14:00	00:09:00	00:09:00	00:14:00
06/27/2023	2023-170	0	0	08:16:00	2	E8668	E8668	05:00	00:00	00:07:00	00:02:00	00:02:00	00:07:00
06/29/2023	2023-172	0	0	22:31:00	4	E8668	E8668	04:00	00:00	00:06:00	00:02:00	00:02:00	00:06:00
06/30/2023	2023-173	0	0	13:52:00	3	E8668	E8668	01:00	00:00	00:06:00	00:05:00	00:05:00	00:06:00
06/30/2023	2023-174	0	0	21:58:00	4	E8668	E8668	01:00	00:00	00:04:00	00:03:00	00:03:00	00:04:00

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

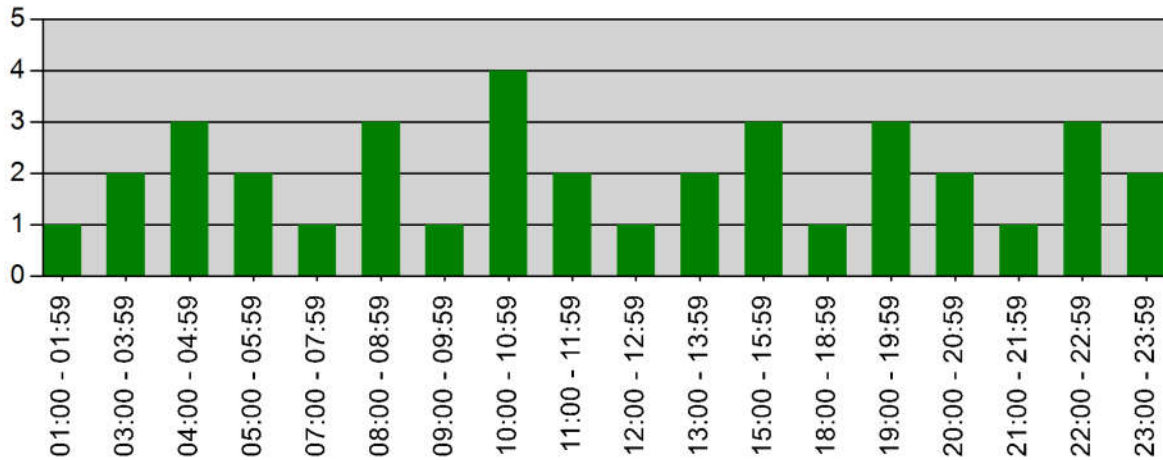
San Miguel, CA

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Incidents by Hour for Zone for Date Range

Zone: All Zones | Start Date: 06/01/2023 | End Date: 06/30/2023



TIME	COUNT
01:00 - 01:59	1
03:00 - 03:59	2
04:00 - 04:59	3
05:00 - 05:59	2
07:00 - 07:59	1
08:00 - 08:59	3
09:00 - 09:59	1
10:00 - 10:59	4
11:00 - 11:59	2
12:00 - 12:59	1
13:00 - 13:59	2
15:00 - 15:59	3
18:00 - 18:59	1
19:00 - 19:59	3
20:00 - 20:59	2
21:00 - 21:59	1
22:00 - 22:59	3
23:00 - 23:59	2

Only REVIEWED incidents included



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San Miguel Fire Department

San Miguel, CA

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Incidents for Zone for Status for Date Range

Incident Status(s): All Incident Statuses | Zone(s): All Zones | Start Date: 06/01/2023 | End Date: 06/30/2023

INCIDENT NUMBER	INCIDENT TYPE	DATE	INCIDENT STATUS	LOCATION	APPARATUS
Zone: AAW - Auto Aid West					
2023-143	611	06/08/2023	Reviewed	10255 Mission Almond WAY	E8668
2023-147	322	06/15/2023	Reviewed	1895 San Marcos RD	E8696
AAW - Auto Aid West Incidents: 2					
Zone: BOB - Camp Roberts					
2023-135	611	06/01/2023	Reviewed	Camp Roberts	E8668
2023-140	611	06/04/2023	Reviewed	Bldg 914	E8668
2023-146	320	06/13/2023	Reviewed	1798 W 10th ST	E8668
2023-148	140	06/16/2023	Reviewed	Camp Roberts	E8668
2023-149	320	06/16/2023	Reviewed	Camp Roberts	E8668
2023-150	320	06/16/2023	Reviewed	Camp Roberts	E8668
2023-151	320	06/16/2023	Reviewed	Camp Roberts	E8668
2023-153	320	06/17/2023	Reviewed	Camp Roberts	E8668
2023-154	611	06/17/2023	Reviewed	Arizona	E8668
2023-156	611	06/18/2023	Reviewed	Arizona BLVD	E8668
2023-160	320	06/20/2023	Reviewed	Arizona BLVD	E8668
2023-161	320	06/21/2023	Reviewed	Nacimiento BLVD	E8668
2023-164	611	06/23/2023	Reviewed	Camp Roberts	E8696
2023-165	320	06/24/2023	Reviewed	CCP 1	E8696
2023-168	320	06/26/2023	Reviewed	Arizona BLVD	E8668
2023-169	611	06/27/2023	Reviewed	4119 Arizona BLVD	E8668
BOB - Camp Roberts Incidents: 16					
Zone: CBMHP - Casa Blanca Mobile Home Park					
2023-137	320	06/03/2023	Reviewed	560 12th ST	8600, E8668
2023-172	320	06/29/2023	Reviewed	560 12th ST	E8668
CBMHP - Casa Blanca Mobile Home Park Incidents: 2					
Zone: CSD - CSD Limits					
2023-142	320	06/08/2023	Reviewed	1355 Mission ST	E8668
2023-145	322	06/12/2023	Reviewed	Mission ST	E8668
2023-157	320	06/18/2023	Reviewed	1480 K ST	E8668
2023-158	320	06/19/2023	Reviewed	1402 Mission ST	E8668
2023-167	320	06/25/2023	Reviewed	2000 Mission ST	E8696
2023-170	320	06/27/2023	Reviewed	1145 K ST	E8668
2023-171	320	06/29/2023	Incomplete	755 Mission ST	E8668
2023-174	320	06/30/2023	Reviewed	1300 Mission ST	8600, E8668
CSD - CSD Limits Incidents: 8					

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



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Zone: JZT - Jazzy Town					
2023-163	320	06/22/2023	Incomplete	1283 Verde PL	E8668
JZT - Jazzy Town Incidents: 1					
Zone: MH - Mission Heights					
2023-152	520	06/16/2023	Reviewed	325 Ladrillos WAY	E8668
2023-155	320	06/18/2023	Reviewed	1920 San Juan Bautista ST	E8668
MH - Mission Heights Incidents: 2					
Zone: MM - Mission Meadows					
2023-144	320	06/10/2023	Reviewed	699 N River RD	E8668
MM - Mission Meadows Incidents: 1					
Zone: SMF - San Miguel Fire					
2023-138	320	06/04/2023	Reviewed	1150 Mission ST	8600, E8668
2023-166	553	06/24/2023	Reviewed	1150 Mission ST	8600
SMF - San Miguel Fire Incidents: 2					
Zone: Ter - San Lawerance Terrace					
2023-136	320	06/02/2023	Reviewed	8810 Oak DR	P8651
2023-139	320	06/04/2023	Reviewed	9560 N River RD	8600, E8668
2023-141	320	06/07/2023	Reviewed	9560 N River RD	P8651
2023-159	320	06/20/2023	Reviewed	9560 N River RD	E8668
2023-162	320	06/21/2023	Incomplete	14250 Power RD	E8668
2023-173	320	06/30/2023	Reviewed	8810 Oak DR	E8668
Ter - San Lawerance Terrace Incidents: 6					
Total Incidents: 40					

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



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: 06/01/2023 | End Date: 06/30/2023

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
Zone: AAW - Auto Aid West					
Rescue & Emergency Medical Service					
	Lights and Sirens	10:00	0:00	4:00	14:00
Zone: BOB - Camp Roberts					
Fires					
	Lights and Sirens	18:00	0:00	1:00	19:00
Rescue & Emergency Medical Service					
	Lights and Sirens	8:43	0:00	3:07	11:50
Zone: CBMHP - Casa Blanca Mobile Home Park					
Rescue & Emergency Medical Service					
	Lights and Sirens	1:30	0:00	4:00	5:30
Zone: CSD - CSD Limits					
Rescue & Emergency Medical Service					
	Lights and Sirens	3:43	0:00	3:51	7:34
Zone: MH - Mission Heights					
Rescue & Emergency Medical Service					
	Lights and Sirens	3:00	0:00	4:00	7:00
Service Call					
	Lights and Sirens	4:00	0:00	0:00	4:00
Zone: MM - Mission Meadows					
Rescue & Emergency Medical Service					
	Lights and Sirens	2:00	0:00	5:00	7:00
Zone: SMF - San Miguel Fire					
Rescue & Emergency Medical Service					
	Lights and Sirens	0:00	0:00	5:00	5:00
Service Call					
	Lights and Sirens	0:00	0:00	4:00	4:00
Zone: Ter - San Lawrence Terrace					
Rescue & Emergency Medical Service					
	Lights and Sirens	5:36	0:00	3:24	9:00

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: 06/01/2023 | EndDate: 06/30/2023

INCIDENT TYPE	AVG. # PERSONNEL
140 - Natural vegetation fire, other	2
320 - Emergency medical service, other	2
322 - Motor vehicle accident with injuries	2
520 - Water problem, other	3
553 - Public service	4
611 - Dispatched & cancelled en route	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: 06/01/2023 | End Date: 06/30/2023

Hour	Sun	Mon	Tue	Wed	Thu	Fri	Sat
00:00	0	0	0	0	0	0	0
01:00	0	0	1	0	0	0	0
02:00	0	0	0	0	0	0	0
03:00	0	0	1	0	0	0	1
04:00	0	0	1	0	0	1	1
05:00	0	1	0	0	0	0	1
06:00	0	0	0	0	0	0	0
07:00	0	1	0	0	0	0	0
08:00	0	0	1	0	2	0	0
09:00	0	0	0	1	0	0	0
10:00	2	0	1	0	0	1	0
11:00	1	0	0	0	0	1	0
12:00	0	0	0	1	0	0	0
13:00	0	0	0	0	0	2	0
14:00	0	0	0	0	0	0	0
15:00	1	0	0	0	2	0	0
16:00	0	0	0	0	0	0	0
17:00	0	0	0	0	0	0	0
18:00	0	0	0	0	0	0	1
19:00	1	0	0	0	0	2	0
20:00	0	0	0	0	0	1	1
21:00	0	0	0	0	0	1	0
22:00	0	1	0	0	1	0	1
23:00	2	0	0	0	0	0	0
Total Responses for Day	7	3	5	2	5	9	6
% of Responses for Day	28.57%	33.33%	20.00%	50.00%	40.00%	22.22%	16.67%
% of Responses for Week	18.92%	8.11%	13.51%	5.41%	13.51%	24.32%	16.22%

Hour	Total per Hour	Percent
00:00	0	0.00%
01:00	1	2.70%
02:00	0	0.00%
03:00	2	5.41%
04:00	3	8.11%
05:00	2	5.41%
06:00	0	0.00%
07:00	1	2.70%
08:00	3	8.11%
09:00	1	2.70%
10:00	4	10.81%
11:00	2	5.41%
12:00	1	2.70%
13:00	2	5.41%
14:00	0	0.00%
15:00	3	8.11%
16:00	0	0.00%
17:00	0	0.00%
18:00	1	2.70%
19:00	3	8.11%
20:00	2	5.41%
21:00	1	2.70%
22:00	3	8.11%
23:00	2	5.41%
Total	37	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

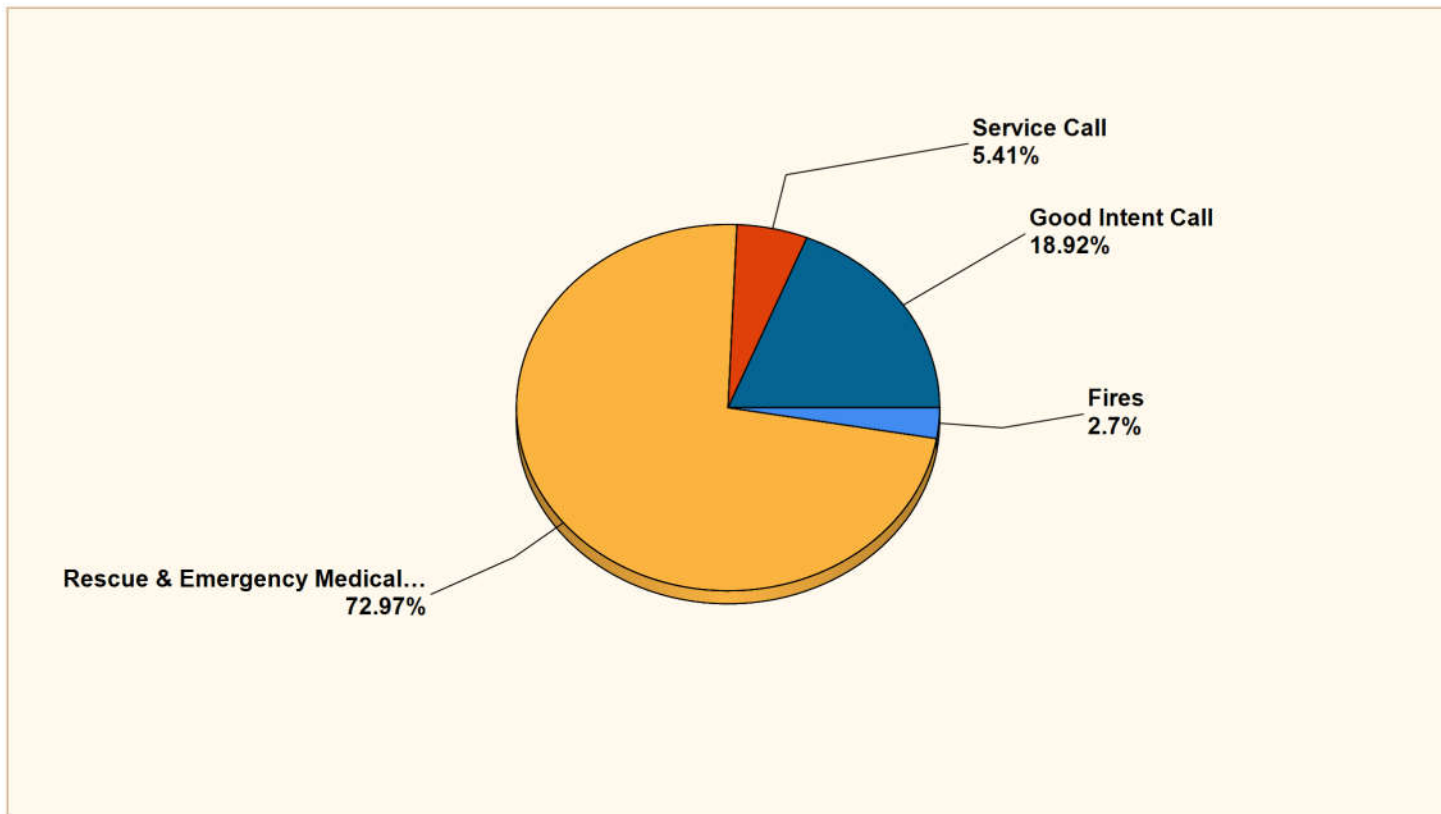
San Miguel, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 06/01/2023 | End Date: 06/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	2.7%
Rescue & Emergency Medical Service	27	72.97%
Service Call	2	5.41%
Good Intent Call	7	18.92%
TOTAL	37	100%

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



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
140 - Natural vegetation fire, other	1	2.7%
320 - Emergency medical service, other	25	67.57%
322 - Motor vehicle accident with injuries	2	5.41%
520 - Water problem, other	1	2.7%
553 - Public service	1	2.7%
611 - Dispatched & cancelled en route	7	18.92%
TOTAL INCIDENTS:	37	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 Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 9.1

SUBJECT: Paso Basin GSP WY 2022 Annual Report invoice.

SUGGESTED ACTION: Receive and File invoice from County of San Luis Obispo for the San Miguel Community Services District Groundwater Sustainability Agency cost share of Water Year 2022 Annual Report

DISCUSSION:

The attached invoice is for the Districts 3% cost share of the development of the Paso Basin GSP WY 2022 annual report as prepared by GSI Water Solutions.

The Board is asked to receive and file this invoice as a formality, it has already be paid as a regularly budgeted item.

FISCAL IMPACT:

The invoice is in an amount of \$234.53 paid from the water fund. (50-324)

PREPARED BY: Tamara Parent



650 NE Holladay St., Suite 900
 Portland, OR 97232
 P: 503.239.8799
 accounting@gsiws.com
 www.gsiws.com

Blaine Reely
 County of San Luis Obispo
 Groundwater Sustainability Department
 1055 Monterey Street STE D430
 San Luis Obispo, CA 93408

June 29, 2023
 Invoice No: 00667.025 - 4

Project 00667.025 Paso Basin Water Year 2022 and 2023 Annual Reports

Blanket Purchase Order

Professional Services from June 01, 2023 to June 30, 2023

Task	.002	Data Analysis and Representation			
Subconsultants					
Land IQ LLC					
6/22/2023	Land IQ LLC	Paso Robles Subbasin		7,107.00	
		WY2022 - Mapping			
	Total Subconsultants		1.1 times	7,107.00	7,817.70
			Total this Task		\$7,817.70

Project Summary	Current Period	Prior Periods	Invoiced to Date
Total Billings	7,817.70	53,158.25	60,975.95
Authorized Budget			90,257.00
Budget Remaining			29,281.05
		Total this Invoice	<u><u>\$7,817.70</u></u>

Outstanding Invoices

Number	Date	Balance
2	3/14/2023	10,175.00
Total		10,175.00



2020 L Street Suite 210
 Sacramento, CA 95811

Invoice

Date	Invoice #
1/5/2023	5223

Bill To
GSI Water Solutions 5855 Capistrano Ave, Ste C Atascadero, CA 93422

Ship To
GSI Water Solutions 5855 Capistrano Ave, Ste C Atascadero, CA 93422

Terms	Project Manager	Ship	Via	Project
30 days	JK	1/5/2023	Email	

Quantity	Item Code	Description	Price Each	Amount
1	LS	Task 3 - Paso Robles Subbasin WY2022 Mapping - \$7,107		7,107.00

Please remit to above address.

Phone #	Fax #	E-mail
(916) 812-1825		kgunther@landiq.com

Total \$7,107.00

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 10.1

SUBJECT: Grand Jury report titled "Can One Wet Year Wash Away the Paso Robles Basin's Water Worries" (6-23-2023)

SUGGESTED ACTION: Discuss County of San Luis Obispo Grand Jury report findings and recommendations.

DISCUSSION:

On June 26th, 2023, the County of San Luis Obispo Grand Jury publicly released their report, "Can One Wet Year Wash Away the Paso Robles Basin's Water Worries".

This report is focused on the Paso Robles Water Basin and its management. The 32-page report outlines the basin and the actions taken to secure the future of it.

On pages 25 thru 27 of the report lists the Grand Jury findings, recommendations and required responses.

Though the required responses do not specifically require the San Miguel CSD GSA to respond, it does require the PBCC to respond to R1 - R5 and R9.

Any responses from the PBCC should be agreed to by the members of the PBCC which includes San Miguel CSD.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

Can One Wet Year Wash Away the Paso Robles Basin's Water Worries?

SUMMARY

The record-setting snow and rainfall in 2023 are filling our reservoirs here in San Luis Obispo County (County). As the water percolates down, we can expect to see improved water levels in the Paso Robles Groundwater Basin (Paso Basin). While this increase in reserves is valuable, past precipitation history and future models indicate that drier years will continue to be our norm in the County. Users in the Paso Basin typically pump more water than the rainfall recharges, creating a basin in overdraft.

In 2014, the State of California (State) enacted the Sustainable Groundwater Management Act (SGMA) to help protect groundwater resources. This act prioritized basins of concern and required the Paso Basin to create a Groundwater Sustainability Plan (GSP). Diligent work has gone into creation of the Paso Basin GSP, which was approved on March 2, 2023, by the State Department of Water Resources (DWR). While this plan gives us a roadmap toward sustainability, the requirement date for sustainability is 2040, allowing a continued period of basin depletion.

The baseline water storage level chosen for the GSP is 2017, a point at which 141 wells were already recorded to have gone dry¹. An additional 95 wells were reported dry between January 2018 and 2022. The GSP identified the historical average annual groundwater storage loss of 12,600 acre-feet per year (AFY)², which has resulted in an increasing number of dry wells³. The GSP identifies some new sources of water, but far less than the 12,600 AFY of overdraft experienced during the time frame 1981-2011. Therefore, the only way to fully achieve sustainably is to use less water.

¹ Technical Memorandum – Paso Robles Basin Well Impacts Analysis using data from the DWR Household Water Supply Shortage Reporting System, GSI Water Solutions Inc., dated May 11, 2022

² Acre-Foot of water is equal to 326,000 gallons

³ Paso Robles Subbasin Groundwater Sustainability Plan (GSP) Page 6-14

Agricultural irrigation is about 90 percent of the Paso Basin water use, so any sustainable plan primarily requires less water use by growers. This is challenging since grapes, our largest crop in the basin and a key part of the economy, are already a good agricultural choice requiring less water per acre than most crops. Ultimately, the problem is a result of too much acreage in production. The GSP presents the concept of a fallowing program to reduce acreage.

The implementation of the GSP is behind schedule and is currently lacking details for how to implement the plan. Without faster progress toward a sustainable basin, more rural resident wells will continue to go dry and water quality could deteriorate.

Abbreviations and Acronyms	
AF	Acre-Feet
AFY	Acre-Feet Per Year
CCRWQCB	Central Coast Regional Water Quality Control Board
City	City of Paso Robles
CSA	County Service Area
CSD	Community Services District
County	County of San Luis Obispo
County DGS	San Luis Obispo County Department of Groundwater Sustainability
DWR	California State Department of Water Resources
ET	Evapotranspiration
GSA	Groundwater Sustainability Agency
GSP	Groundwater Sustainability Plan
GSI	GSI Water Solutions Inc. (consultant)
HWS	DWR Household Water Supply Shortage Reporting System
JPA	Joint Powers Authority
LAFCO	Local Agency Formation Commission
MILR	Multi-Benefit Irrigated Lands Repurposing (fallowing program)
MOA	Memorandum of Agreement
NRCS	National Resources Conservation Service
Paso Basin	Paso Robles Area Subbasin
PBCC	Paso Basin Cooperative Committee
SGMA	Sustainable Groundwater Management Act
State	State of California
SWP	State Water Project
UC Extension	University of California Davis Extension

INTRODUCTION/PURPOSE

In drier and drought-prone areas of California, access to water has historically been an area of concern. Over the years, despite some outside supplementation of water, agricultural demands and the growing population have dramatically reduced many of California's groundwater supplies. In response to the need for long-term access to water, in 2014 the State enacted the SGMA to help protect groundwater resources. This act prioritized basins of concern and required the Paso Basin to create a GSP. The Grand Jury wanted to review the Paso Basin GSP to ensure it is on track to create a sustainable groundwater basin. Further, with 236 rural residential wells having gone dry in the period of 2013 to 2022, would the GSP implementation be robust and timely enough to protect users of the basin from further dry wells?¹

ORIGIN

The 2022-23 Grand Jury started their term during the summer of 2022, when portions of our county were in critical drought conditions. Because water supply sustainability is a topic of widespread interest, the Grand Jury initiated a review of the Paso Basin GSP to determine whether the GSP is on track to provide sustainable groundwater for future generations. Record rains at the beginning of 2023 have increased reserves and perhaps reduced public concern. Yet the Grand Jury's initial review of the GSP and Annual Reports showed a need to complete the process of investigation and bring a report forward for public awareness and swifter action toward Paso Basin groundwater sustainability.

METHODS/PROCEDURE

The Grand Jury conducted its investigation of the Paso Basin GSP through review of the plan itself, the 2017-2022 Paso Basin Annual Reports, and consultant reports; interviews with GSA board members and their staff, consultants, and agricultural experts; attendance at meetings of the Paso Basin Cooperative Committee; and public records requests for County wells and budget data.

NARRATIVE

Over the past 40 years, the Paso Robles area has seen dramatic changes in agricultural practices as well as persistently dry hydrologic cycles that have negatively affected the underlying Paso Basin. Since 1998, approximately 700,000 acre-feet have been depleted from storage within the Paso Basin⁴. This critical water resource supports over \$1.082 billion⁵ in agricultural production annually and is a key asset for regional tourism.

The Paso Basin lies entirely within San Luis Obispo County. The basin includes the City of Paso Robles and unincorporated areas of the County including Shandon, Creston, San Miguel, Cholame, and Whitley Gardens. In 2022, approximately 92 percent of groundwater extracted from the Paso Basin was for agricultural use.⁶

California groundwater had no formal regulations and was based on beneficial use as determined from court rulings under water appropriations and property rights until 2014, when the State of California enacted the SGMA to help protect groundwater resources. The act requires formation of local Groundwater Sustainability Agencies (GSAs) in high- and medium-priority basins to develop and implement GSPs. The objective of GSPs is to provide a roadmap for how groundwater basins will reach long-term sustainability by 2040. Sustainable yield is defined by SGMA as “the maximum quantity of water, calculated over a base period representative of long-term conditions in the basin that can be withdrawn annually from a groundwater basin without causing an undesirable result.”⁷

The Paso Basin was determined to be a high priority basin according to the DWR in 2018. Accordingly, a GSP has been jointly developed by four GSAs under a Memorandum of Agreement (MOA):

- City of Paso Robles GSA
- Paso Basin - County of San Luis Obispo GSA
- San Miguel Community Services District (CSD) GSA
- Shandon - San Juan Water District GSA

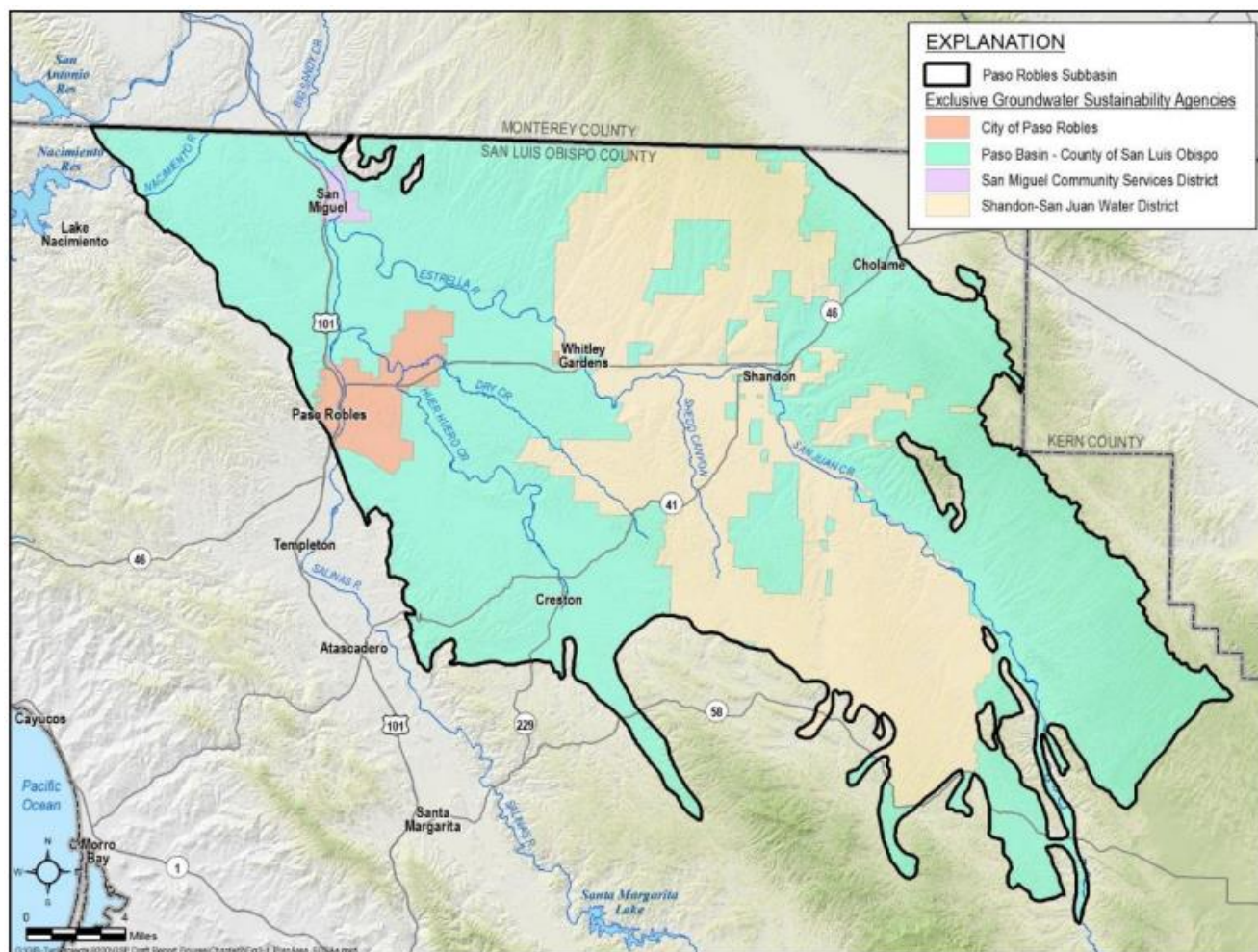
⁴ Paso Robles Subbasin Water Year 2022 Annual Report, Figure 12

⁵ 2021 Annual Crop Report, County of San Luis Obispo Department of Agriculture/Weights and Measures, Page 6

⁶ Paso Robles Subbasin Water Year 2022 Annual Report, Page 31

⁷ Paso Robles Subbasin Groundwater Sustainability Plan, Page 6-1

Figure 1 – Paso Basin Boundary and GSAs⁸



The Paso Basin GSP was recently approved by the DWR on March 2, 2023. Since 2017, the Paso Basin GSAs have produced joint annual reports. The annual reports serve as technical updates to the GSP and are required to be submitted to the State by April 1 of each year following GSP adoption.

The Water Year 2020, 2021, and 2022 Annual Reports show worsening groundwater conditions in the Basin⁹. Groundwater extraction has exceeded the historical Paso Basin Sustainable Yield due to increased pumping and a three-year dry hydrologic cycle. Groundwater storage decreased by 239,400 acre-feet over the three-year period.¹⁰ Of particular concern are the

⁸ Source: Figure 2-1 Paso Basin GSP page 2-6

⁹ Water Year begins October 1 and ends September 30 of the next year as defined under the GSP

¹⁰ Paso Robles Subbasin Water Year 2022 Annual Report, Page 17

rural communities that rely solely on groundwater for their water supply. Several wells have either gone dry or seen a reduction in water pressure.

On the positive side, an initial round of grants totaling \$7.6 million have been awarded to the GSAs by DWR Sustainable Groundwater Management Grant Program. The grants funded numerous GSP implementation items, including supplemental water projects and studies, addressing GSP data gaps, grant administration, and implementing high priority management actions. Additional grants have been awarded and are anticipated for recycled water projects to offset basin pumping.

The 2022 Draft Annual Report states in its Summary of Impacts of Projects and Management Action, “Additional time will be necessary to judge the effectiveness and quantitative impacts of the projects and management actions either now underway or in the planning and implementation stage. However, it is clear that the actions in place and as described in this Water Year 2022 Annual Report are a good start towards reaching the sustainability goals laid out in the GSP.”¹¹

BASIN DESCRIPTION

In 2018, Paso Basin boundaries¹² were modified by DWR to exclude the Upper Nacimiento River Valley below the Nacimiento Dam, and the basin was classified as a high priority basin. There are two principal aquifers within the Paso Basin: the shallower Alluvial Aquifer and the deeper Paso Robles Formation Aquifer (Paso Aquifer). An aquifer is defined as an underground layer of water bearing permeable rock or unconsolidated material from which freshwater can be brought to the surface by pumping. Groundwater is currently pumped from both aquifers. Historical reduction in groundwater storage has occurred in the Paso Aquifer.

The Paso Basin is a northwest trending, sediment-filled valley bounded on the east by the Temblor Range and San Andreas Fault, on the west by the Santa Lucia Range and San Marcos Rinconada fault, and on the south by the La Panza Range. The Atascadero Sub-basin is separated

¹¹ Paso Robles Subbasin Water Year 2022 Annual Report, Page 54

¹² DWR Bulletin No. 118; Basin No 3-004.06

from the Paso Basin by the San Marcos Rinconada fault. The northern Basin boundary is the Monterey County line, with water-bearing sediment connection to the Upper Salinas River Basin.

The prevalent sediment within the Paso Basin is the Paso Aquifer. The sediment thickness is commonly 700 to 1,200 feet. However, this formation has sedimentary layers up to 3,000 feet thick in the northern part of the Estrella area and up to 2,000 feet near Shandon. The sand and gravel zones throughout the Paso Aquifer are much thinner and discontinuous. The Alluvial Aquifer is present under the flood plains for local rivers and streams. These deposits are typically no more than 100 feet deep and are comprised of coarse sands and gravels.

EXISTING WELLS IN THE BASIN

San Luis Obispo County Department of Public Health has record of 5,164 wells in the Paso Basin, most of which are for domestic use, permitted between 1965 and 2022.¹³ Of the permitted wells approximately 600 are agricultural (production) wells. Many of the wells have been abandoned and are duplicated in the database. As a result, the exact number of wells in the Paso Basin is unknown.

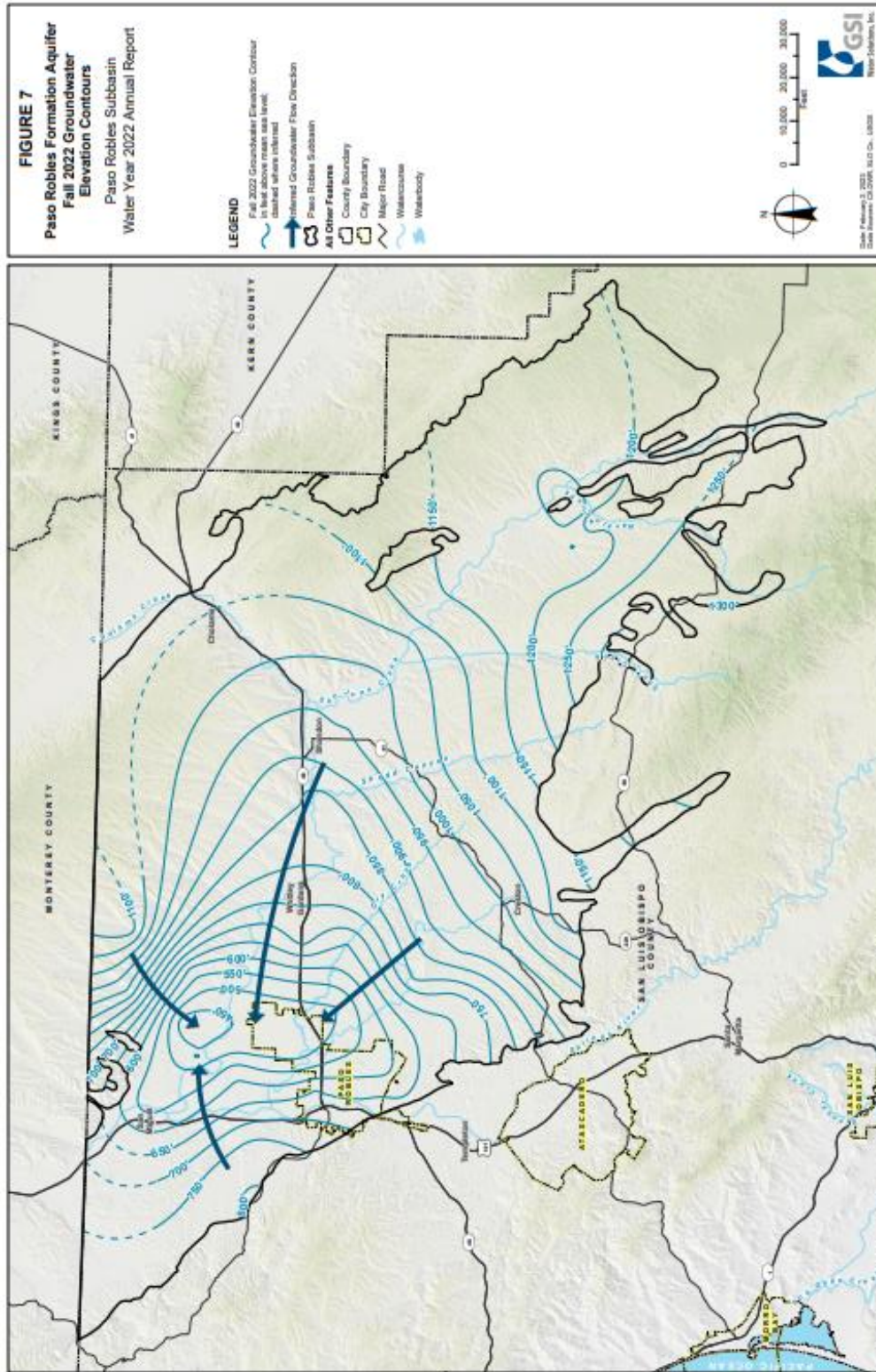
GROUNDWATER MONITORING METHODS

The GSP utilizes groundwater levels to determine changes in groundwater storage within the Paso Basin. Currently, there are 23 wells in the groundwater elevation monitoring network: 22 wells are in the Paso Aquifer, and one well is in the Alluvial Aquifer.¹⁴ There are approximately 90 confidential wells in the Paso Basin that have been monitored since 2012, which could be used to fill some of these data gaps if the well owners agree to sign amended confidentiality agreements.¹² The submittal of well data by private owners to the GSAs is currently voluntary. Groundwater gradients trend toward the northwest, with depressions near the City of Paso Robles and the community of San Miguel. In general, groundwater in the western side of the basin flows toward the lower groundwater elevations.

¹³ Paso Robles Subbasin Groundwater Sustainability Plan, Page 3-13

¹⁴ Paso Robles Subbasin Water Year 2022 Annual Report, Page 25

Figure 2 – Groundwater Elevations as of Fall 2022¹⁵



¹⁵ Source: Figure 7; 2022 Paso Basin Annual Report page 64

Due to the lack of actual groundwater elevation data, the amount of agricultural groundwater extraction reported in the 2022 Paso Basin Annual Report was estimated using two modeling tools. They are as follows:

1. The soil-water balance model, which was developed for the Paso Robles Groundwater Basin Model Update¹⁶, utilizes crop type information, weather and evapotranspiration data, as well soil water holding capacity to estimate agricultural water demand in the Basin. Evapotranspiration (ET) is the process by which water is transferred from the land to the atmosphere by evaporation from the soil and other surfaces and by transpiration from plants.
2. The satellite-based model uses specific land use data from LandIQ, in conjunction with the OpenET ensemble model. LandIQ is used to set the land use types, while OpenET is used to measure the actual amount of water that is transferred to the atmosphere by evapotranspiration. Together, the two modeling tools provide an estimate of pumped groundwater within the Paso Basin.¹⁷

In the 2022 Annual Report, the estimates of groundwater extraction were nearly identical when comparing results between the two models. Since the satellite-based model is considered to have a higher level of accuracy, the results were used in the Annual Report.

DRY WELL ANALYSIS

On May 11, 2022, the hydrology consulting firm GSI Water Solutions (GSI) published an analysis which evaluated the incidences of dry wells in the Paso Basin. The data for the analysis came from DWR Household Water Supply Shortage Reporting System (HWS). The study looked at clusters of domestic wells that have gone dry as reported by the HSW. It did not look at agricultural wells.

There have been 236 dry wells reported to HWS since 2013. Of these, 141 wells were reported between 2013 and the end of 2017. An additional 95 wells were reported dry between

¹⁶ Paso Robles Basin Groundwater Basin Model Update, December 19, 2014, Geoscience Support Services, Inc

¹⁷ Paso Robles Subbasin Water Year 2022 Annual Report, Pages 31-33

January 2018 and 2022. The largest number of dry wells occurred in 2017, which was at the end of a period of drought.

The dry wells were grouped into clusters by geographic area. They then analyzed the groundwater elevation for each of the cluster areas. This showed the rate at which the water level of the wells was dropping each year. In all areas, water levels dropped.

Table 1 – Domestic Dry Wells

RURAL DOMESTIC DRY WELLS¹⁸		
Area	Number of Dry Wells 2013-2017 Pre-SGMA	Number of Dry Wells 2018-2022 Post-SGMA
Paso Airport Area	82	61
Pomar Area SE of Templeton	34	11
Linne Road Area	12	4
Outlying Areas	13	19
Total	141	95

The largest number of dry wells was in the Airport area. The greatest decline in water level was in the area around Western Pomar Junction, which had a drop in wells averaging 6 feet per year. The Western Pomar Junction had the second highest number of dry wells.

The neighborhoods around the Western Airport are not part of the City of Paso Robles water system. Therefore, most of the homes in the area have private wells. Based on the HWS permit database most of them were drilled to 100-200 feet in depth. When a well goes dry, it causes considerable problems for the homeowners. The resale value of a property is greatly reduced if the well for that property has gone dry. Some homeowners are forced to order private water deliveries. In many cases the wells must be re-drilled to a greater depth. Most of these neighborhoods are in low-income areas and many of the homeowners cannot afford to have their wells re-drilled.

¹⁸ Extracted from GSI May 11, 2022, Technical Memorandum: Paso Robles Basin Well Impacts Analysis using data from the DWR Household Water Supply Shortage Reporting System

The GSI report suggests that well completion reports could be digitized and precisely located by the San Luis Obispo County Environmental Health Services to create a well dataset that could be used to predict where future dry wells could occur based on water level monitoring data. This would allow the County to perform outreach to those households that are at risk of having their well go dry.

LAND SUBSIDENCE

Land subsidence is the lowering of the land surface. It occurs when water underneath the ground is pumped away and the land above it collapses. Subsidence can be estimated using Interferometric Synthetic Aperture Radar. This was done for the Paso Basin, and the data showed that subsidence of up to 0.025 feet (0.3 inches) may have occurred; 1.2 inches is within the noise of the data and is equivalent to no subsidence at all. Subsidence of up to 0.25 feet (3 inches) may have occurred in a few isolated locations between June 2015 and 2020. The GSA will continue to monitor and report on annual subsidence, but the indication is that this is not much of a problem in the basin.

GROUNDWATER QUALITY

Water quality is not a primary focus of SGMA. The groundwater found in the basin is generally suitable for both drinking and agricultural service. Eight Constituents of Concern were identified and reviewed in earlier studies. These are salinity, chlorides, nitrates, sulfates, boron, dissolved solids, sodium, and gross alpha radioactivity. Overall, there have been no significant changes to groundwater quality since 2016. As the water table is lowered, it is possible that concentrations of these chemicals could increase to unsafe levels, and they will continue to be monitored.

HISTORICAL CROP PATTERNS

During the early- to mid-1990s, groundwater pumping decreased in the Paso Basin as high-water-use crops (alfalfa and pasture) were replaced by vineyards, fruits and nuts. Irrigation demand for vines is lower than alfalfa and pasture. However, since late 1998, increased groundwater

pumping has resulted in over 700,000 AF of lost groundwater storage. The groundwater pumping increase is due to continued expansion of irrigated acreage within the basin.

The following table shows a summary of crop patterns and valuation of the respective crops within the County:

Table 2 – Historic Agricultural Production

San Luis Obispo County¹⁹				
Acres in Production				
	Field Crops	Fruit & Nut	Vegetable	Wine Grapes
1980	198,000	15,000	22,000	4,374
1990	1,100,000	18,000	33,000	8,327
2000	1,100,000	36,000	36,000	24,600
2010	1,063,000	13,800	31,000	36,253
2020	1,100,000	58,000	28,000	46,600

San Luis Obispo County				
Total Crop Value				
	Field Crops	Fruit & Nut	Vegetable	Wine Grapes
1980	\$ 24,000,000	\$ 18,000,000	\$ 84,000,000	\$ 10,000,000
1990	\$ 18,000,000	\$ 56,000,000	\$ 136,000,000	\$ 34,000,000
2000	\$ 16,000,000	\$ 122,000,000	\$ 136,000,000	\$ 84,000,000
2010	\$ 18,545,000	\$ 192,000,000	\$ 176,666,000	\$ 173,558,000
2020	\$ 15,000,000	\$ 432,000,000	\$ 233,000,000	\$ 282,000,000

Crop patterns within the County have changed significantly in the past 40 years. Prior to 1990, the main crops within the County were field crops and vegetables. Field crops are dependent on winter rainfall and not supplemental irrigation. In 2020, the highest valued crops within the County were wine grapes, fruits and nuts. **Since 1980, the acreage of wine grapes in production has increased more than ten-fold (46,400 acres in 2020, versus 4,374 acres in 1980).** Also,

¹⁹ 1980-2021 Annual Crop Report County of San Luis Obispo Department of Agriculture/Weights and Measures

since 1980, the valuation of wine grapes within the County has gone up 280 percent. As of 2022, wine grapes accounted for 36,872 acres within the Paso Basin with a valuation of \$223 million.²⁰

BASIN WATER SUPPLY DESCRIPTION

Current surface water supplies available within the Paso Basin include 6,500 AFY of Lake Nacimiento entitlement, an average of 3,300 AFY for the last five years of Salinas River Underflow,²¹ and 100 AFY of State Water Project (SWP) water for Shandon community water supply.²² Groundwater pumping is used as the primary source to meet water supply requirements within the Basin.

2022 BASIN WATER USE

In 2022, 4,250 AF of surface water was used within the Basin. The imported water included 901 AF of Nacimiento Water Project and 3,349 AF of Salinas River Underflow, which is classified as surface water. The total amount of these water allocations is not always available and has not been used by the community in all years. No SWP water was used within the basin during 2022²³.

In 2022, 87,200 AF of groundwater was used within the Paso Basin. Agricultural use was 92 percent of groundwater extraction, accounting for 80,200 AF. The other eight percent (7,042 AF) was used by municipal, rural domestic, and small public water systems.²⁴

GSP HISTORIC, PRESENT, AND FUTURE WATER BUDGET FOR THE BASIN

SGMA regulations require that the GSP should include an assessment of the groundwater conditions within the Basin for historical, current, and future water budgets. Current data for groundwater changes was based on the period 2012-2016. The historical water budget included data for the period 1981-2011. The future water budget was evaluated for the GSP implementation period from 2020-2040.

²⁰ San Luis Obispo County Agricultural Commissioner Letter to the 2022-23 Grand Jury Dated February 21, 2023

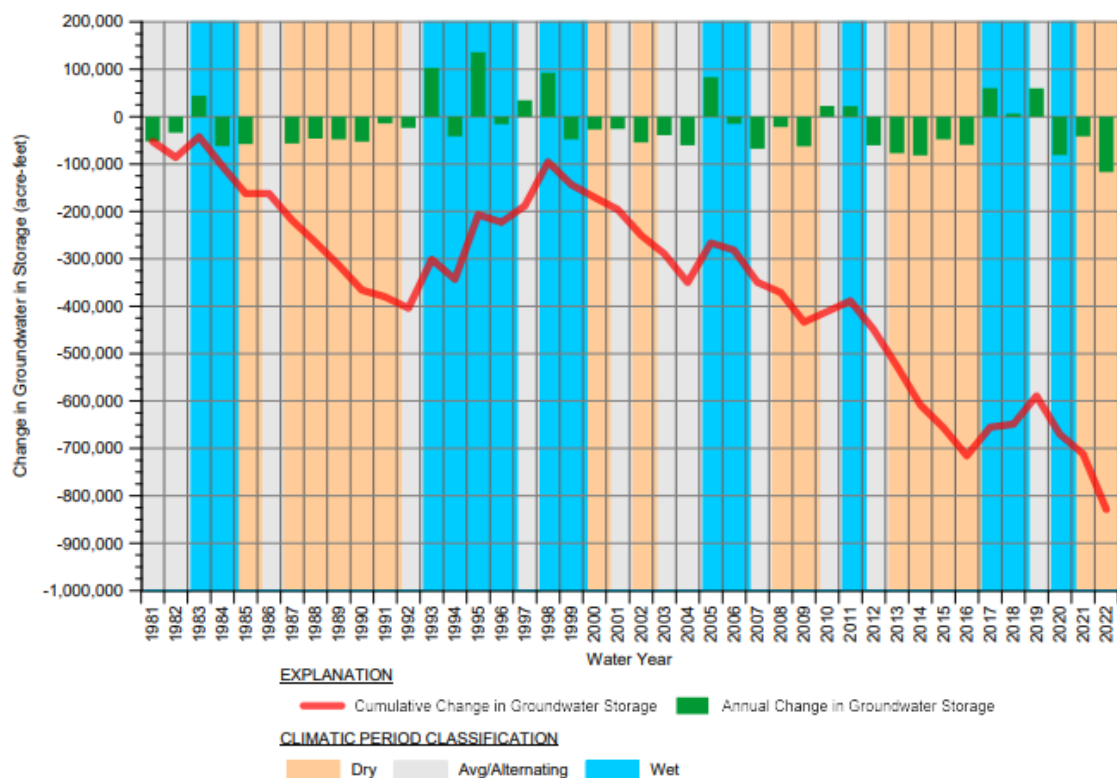
²¹ The City of Paso Robles produces Salinas River underflow, regulated as surface water by the State Water Resources Control Board, from wells located in Atascadero Subbasin

²² Paso Robles Subbasin Water Year 2022 Annual Report, Pages 37-38

²³ Paso Robles Subbasin Water Year 2022 Annual Report, Page 39

²⁴ Paso Robles Subbasin Water Year 2022 Annual Report, Page 36

Figure 3 – Cumulative Change Groundwater in Storage²⁵



During the historical water budget period, the average annual groundwater inflow was 71,400 AFY. Inflow is strongly influenced by hydrology. For the same period, average annual groundwater outflow was 84,000 AFY. The largest groundwater outflow component is groundwater pumping at an average of 72,400 AFY, or 90 percent of water used within the basin. The historical water budget sustainable yield estimate for the basin was estimated to be 59,800 AFY. Over the 31-year historical period, the net loss of groundwater was approximately 390,000 AF. Accordingly, there was an annual average groundwater storage loss of 12,600 AF.²⁶

During the current water budget period, drought conditions reduced the average annual groundwater inflow to 28,900 AFY. Average annual groundwater outflow was 94,300 AFY. The largest groundwater outflow component was groundwater pumping, at an average of 85,800 AFY or 90 percent of water used within the basin. The current water budget sustainable yield estimate for the basin was about 20,400 AFY, which reflected the drought conditions. During the current

²⁵ Source: Figure 12; 2022 Paso Basin Annual Report page 69

²⁶ Paso Robles Subbasin Groundwater Sustainability Report, Pages 6-9 to 6-14

period, the net loss of groundwater was approximately 327,000 AF. As a result, there was an average annual groundwater storage loss of 65,400 AFY.²⁷

For the future water budget period, the average annual groundwater inflow was estimated to be 69,500 AFY. Average annual groundwater outflow was calculated to be 83,200 AFY. The largest groundwater outflow component was groundwater pumping at an average of 74,800 AFY, or 90 percent of water used within the basin. The future water budget sustainable yield estimate for the basin was about 61,100 AFY. There is projected to be a 13,700 AFY average groundwater storage deficit for the future groundwater budget, assuming historic inflow.²⁸

Table 3 – Groundwater Water Budget

GSP Groundwater Assessment²⁹			
	Historical 1981-2011	Current 2012-2016	Future estimate 2017-2040
Average Inflow	71,400 AFY	28,900 AFY	69,500 AFY
Average Outflow	84,000 AFY	94,300 AFY	83,200 AFY
Average Annual Overdraft Deficit	-12,600 AFY	-65,400 AFY	-13,700 AFY
Net Loss Groundwater Storage	-390,000 AF over 31 years	-327,000 AF over 5 years	-274,000 AF over 20 years
Sustainable Yield	59,800 AFY	20,400 AFY	61,100 AFY
Groundwater Pumping Component	72,400 AFY (90% basin use)	85,800 AFY (90% basin use)	74,800 AFY (90% basin use)

GSP ACTION PLAN

The GSP outlines the approach to achieve a sustainable groundwater resource free of undesirable results within 20 years, while maintaining the unique cultural, community, and business aspects of the basin. The express goal of the GSAs is to balance the needs of all groundwater users in the Paso Basin, within the sustainable limits of the basin’s resources. The GSP develops quantifiable management objectives that consider the interests of the basin’s

²⁷ Paso Robles Subbasin Groundwater Sustainability Report, Pages 6-15 to 6-25

²⁸ Paso Robles Subbasin Groundwater Sustainability Report, Pages 6-25 to 6-31

²⁹ Paso Robles Subbasin Groundwater Sustainability Report, Page ES-6

beneficial groundwater uses and users, identifying management actions and conceptual projects that will allow the Paso Basin to achieve sustainability by 2040.

The GSP established Sustainable Management Criteria to measure groundwater sustainability in the Paso Basin. The criteria include minimum thresholds, measurable objectives, and undesirable results. The baseline for groundwater levels was set at the average 2017 well readings. The GSP approved by DWR sets the minimum threshold and the measurable objective was determined to be no long-term change in groundwater storage in the Basin. The undesirable limit was set at 30 feet below 2017 benchmark.

The 2022 Annual Report stated that several of the Paso Aquifer monitoring wells, within the groundwater monitoring network, are continuing to trend downward. Three wells have exhibited groundwater elevations below the minimum threshold established in the GSP.³⁰ Accordingly, the GSAs initiated an investigation to determine if local or basin-wide actions are required to address the undesirable result. The findings will be included in future Annual Reports.

As the GSAs embark on the implementation phase, the agencies need to fulfill the “Actions to Attain Sustainability” in the GSP. These include:

- Establishing a methodology for determining baseline pumping in specific areas,
- Establishing a methodology to determine whose use must be limited and by how much, including the use of supplemental water supply or actions taken by individual pumpers,
- A timeline for limitations on pumping in specific areas,
- Approving a formal regulation to enact the program.

These actions include public outreach and monitoring, promoting best management practices for water use, implementing water supply enhancement projects, and voluntary land fallowing program. The GSAs will establish regulatory conditions for pumping limitations if the groundwater levels continue to decline. Mandatory pumping limitations will depend upon effectiveness of voluntary actions and water enhancement projects.

³⁰ The Paso Robles Subbasin Water Year 2022 Annual Report, page 29

The GSAs have initiated several management actions to avoid and/or mitigate the decline in groundwater storage, which include:

- Enhanced data including expansion of monitoring wells for basin model,
- Satellite imagery to determine water usage more accurately,
- City of Paso Robles Recycled Water Program (up to 2,200 AFY),
- San Miguel CSD Recycled Water Program (200 – 450 AFY),
- City of Paso Robles Blended Nacimiento Water Program (directed groundwater enhancement),
- Expansion of Salinas Dam,³¹
- Increase in well data from private owners,
- Land fallowing pilot program known as the Multi-Benefit Irrigated Land Repurposing (MILR) Program.

CONSERVATION MEASURES

Water conservation is a key measure to mitigate pumping demand on the basin. The County Farm Advisor Office partners with University of California Davis Extension (UC Extension) outreach which provides extensive water conservation knowledge and practical experience with growers. Of note, the operations of vineyards are generally highly managed such that there is not excessive use of water, the exception being frost prevention systems reliant on irrigation. As noted by UC Extension, some benefits could be realized through growers switching to wind machines; however, that is still being researched and is dependent on specific geographical conditions within the basin. Field crops would be a more likely target for water conservation measures, and one agency representative expressed the need to reduce crop production during peak summer months to relieve pumping demand during the critical period for the basin.

The GSAs are in the process of identifying industry-wide Best Management Practices for water use that can be effectively communicated to water users within the basin. Best Management Practices that are being considered include state-of-the-art irrigation practices, accurate accounting

³¹ Ownership transfer from federal to state jurisdiction and required dam retrofit and expansion to meet State dam safety requirement makes this action distant to unlikely.

of precipitation and its contribution to soil moisture, delaying irrigation until soil moisture levels need replenishment, monitoring water use with soil and plant monitoring devices tied to ET estimates, and conversion of high-water demand crops to low water demand crops.

SUPPLEMENTAL WATER OPTIONS

While the GSP indicates a number of supplemental water projects, the magnitude of water supply is limited. Solutions are meant to be targeted to specific depressions or users within the basin. The cumulative effect of these projects, while worthwhile, will fall short of the annual pumping deficit that the basin continues to experience due to agricultural demands. Progress on the supplemental options is shown in the following table.

Table 4 – Proposed Supplemental Water Projects

Project	Lead Agency	Purpose	Timeline	Funding	Potential Acre Feet Annually
Paso Robles Recycled Water	Paso Robles	Direct reused water to Airport Area	Construction scheduled for Fall 2023	\$3.5 million WQCB; \$ 9.73 m in Federal	3000
San Miguel Recycled Water	San Miguel CSD	Direct recycled water to injection Salinas River	In development	\$1million secured for design	200
Nacimiento Water Blending with Recycled Water	Paso Robles	Supplemental recycled water with water to reduce salts	In discussion with growers who would use and pay for water	Unknown	1000
Nacimiento Water injection into Salinas/Estrella Confluence	TBD	Supplement depression in basin	No set partners; availability of water buyers/sellers unknown	Unknown	2800
Nacimiento Water delivered east of City of Paso Robles	TBD	Supplement growers, rural residential or depressions in basin	No set partners; availability of water buyers/sellers unknown	Unknown	2000
Salinas Dam Expansion	County	Install gate in dam to increase water impounded	Requires action at federal level to move to local asset	Unknown	1000

PASO BASIN GOVERNANCE

To develop, oversee, and fund a common GSP, governmental entities with water interests in the basin banded together under a Memorandum of Agreement (MOA). On September 20, 2017, the MOA was entered into by the County, San Miguel CSD, City of Paso Robles, Heritage Ranch CSD, and the Shandon-San Juan Water District. The MOA included a provision for Estrella El Pomar Creston Water District to become a member of the GSP if they were to form no later than June 30, 2017. The water district was not established until December 8, 2017. The original MOA included the intent for all agencies to develop a common GSP for the basin. Moreover, it specified cost sharing and governing board voting parameters under a “Paso Basin Cooperative Committee” (PBCC) body which would meet at least quarterly.

The MOA was intended to sunset after the GSP was accepted for submission by DWR. Subsequently, the MOA was amended by the parties on March 30, 2020, to remove that sunset clause. Heritage Ranch CSD requested removal on January 18, 2019, as DWR had approved their request to modify the basin boundary excluding the agency from the basin. At the time of this writing, the Estrella-El Pomar-Creston Water District (EPCWD) is being processed for inclusion as a GSA. Appendix A provides a map including EPCWD.

Table 5 – GSA Agencies

GSA Agency	Type of User	Voting Share under MOA ³²	Voting Share if EPCWD included ²⁸
San Luis Obispo County	Municipal CSA 16 Rural Residential Ag Production	62%	33%
Shandon-San Juan Water District (SSJWD) ³³	Ag Production	20%	20%
City of Paso Robles	Municipal	15%	15%
San Miguel CSD (SMCSD)	Municipal	3%	3%
Estrella-El Pomar-Creston Water District (EPCWD) ²⁹	Ag Production	—	29%

³² Defined under the Adopted Memorandum of Agreement

³³ Water District formed under California Water Code 34000

The MOA was focused on the initial phase of GSP development and outreach. As a result, there are no specific provisions for implementation of the GSP. Under the submitted GSP, it is stated the agencies must decide whether to continue working in a coordinated fashion with an updated version of the MOA to detail implementation requirements or to seek development of a Joint Powers Authority (JPA). A JPA would require processing through Local Agency Formation Commission (LAFCO). The implementation phase of the GSP will require coordination of the individual GSAs in adopting common programs and regulations to govern the basin on an equal footing. An MOA process would not provide for adopting one common regulation or program, as there is no collective governing authority in that document.

To implement the GSP, the governing boards will need to set up the following programs:

1. Establish an ordinance for setting pumping extractions reporting within the basin based on estimates or actual pumping records on a per parcel basis;
2. Establish an ordinance setting pumping limit levels and penalties for regulation of future pumping;
3. Establish a land fallowing program, either through voluntary means or mandate as warranted; and
4. Establish an ordinance setting extraction fees based on some type of parcel or pumping volume basis across the basin which are equitable.

Both the City of Paso Robles and San Miguel CSD, as municipal water purveyors, have wells that are continually monitored and reported. Their ratepayers are financially contributing to solutions and adhering to water conservation programs which are established either locally or under a state mandate. The focus needs to be on water practices within the unincorporated lands and water districts.

Initially, the City of Paso Robles led the effort to hire and oversee professional consultants to develop the GSP. This responsibility is now managed by the County's Department of Groundwater Sustainability (County DGS), which was created by the Board of Supervisors in 2021. While the County DGS is small, it has a defined objective to address these critical groundwater basins such

as Paso Basin. In addition to a requirement for submitting an Annual Report to DWR, the GSAs will also need to fund and submit a five-year update to the GSP in 2025.

GSAs are a new type of governing structure over a common resource. It is essential for the governing board to build public trust through public outreach and development of regulations and programs that are viewed as fair by the wide range of groundwater users within the basin. The 2013 Paso Robles Basin Land Use Management ordinance was set to regulate continued water usage under a “water offset” requirement. The ordinance established five AFA maximum per parcel for those properties without historical agricultural use. This prevents parcels with no previous water usage above that level from initiating extensive agricultural uses. Moreover, the ordinance limits expansion of existing agricultural operations to occur only when it is shown there is no net water usage increase. That ordinance was created solely by the County Board of Supervisors under their land use powers within the unincorporated areas.

The GSAs collective will need to address what is fair for the various parcels within the basin. In the first quarter of 2023, the PBCC has established three technical committees to: 1) develop the voluntary land fallowing program, known as the Multi-Benefit Irrigated Land Repurpose (MILR) program; 2) expand the basin monitoring program; and 3) oversee development of the City of Paso Robles “Blended Water Project” involving recycled water from the City and available Nacimiento Lake water. The proposed MILR program will address the key elements of groundwater usage measurements, groundwater accounting/pumping restrictions, and groundwater usage fees. A description of the overall MILR program is included in Appendix B.

Time remains of the essence. Although continued outreach and engagement of stakeholders is necessary and ongoing, the PBCC will need to take immediate action. While programs may initially be developed as voluntary, the stakeholders need to be mindful that this may lead to necessary mandatory programs to achieve water balance for the basin. The following plan needs to be substantial enough to allow for revision of the existing planting ordinance to allow for equitable use of properties.

PASO BASIN FUNDING

Under the MOA, the individual GSAs contribute to the costs of the GSP development and Annual Reports based on their prorated representation; the County is covering the majority of costs. Once SGMA was passed, DWR provided GSAs with funding for development of GSPs. For the Paso Basin, DWR awarded a grant of \$ 7.5 million, which the City of Paso Robles used to lead efforts to develop the basin GSP. Over the initial years of the GSAs, this grant funding has provided the revenues for most expenditures. The County has also budgeted General Funds in excess of \$3.5 million for the GSA formation and development over the past several years.

Under SGMA, GSAs are allowed to impose fees to cover administration, reporting, and monitoring costs. For the City of Paso Robles and the San Miguel CSD, ratepayers would provide the cost share for these entities. For the rural lands, fees can be imposed based on parcel size, pumping volumes, or some combination of the two. Both SSJWD and EEPCWD have established parcel fees for their basic operations. The County unincorporated lands, which lie outside the two water districts, currently have no fees imposed.

In addition to the initial grant from DWR, the basin has received other outside grant packages which are being directed to supplemental water projects. The City of Paso Robles has received \$3.5 million and \$9.73 million from the Central Coast Regional Water Quality Control Board (CCRWQCB) grant program and the 2021 Federal Infrastructure Bill, respectively. These funds would be used to install pipelines to distribute the City's recycled water to the east side of the City and make it accessible for agricultural parcels in the Airport area. The County is leading efforts to obtain additional grant funding for GSP implementation. Alternatively, under SGMA, GSAs may impose fees for capital improvements or other programs to address pumping demand. However, those fees may be challenged under State statutes by the property owners within the basin.

The County DGS has initiated steps to institute a tiered fee program, while creating a nexus study in support of a fee. The balance of grant funds has been used to reimburse the County General Fund in support of the GSP.

PUBLIC OUTREACH AND WEBSITES

During the development of the GSP, over 90 public hearing meetings were held between January 2017 and December 2020. The hearings were held by the individual GSAs and the Cooperative Committee. Since that time, public outreach has been focused on the quarterly Cooperative Committee meetings and the review of the Annual Report. The GSA are in the process of setting up at least three technical advisory committees, which should provide additional forums for public input. The work done on the GSP to date has created a wealth of data, studies, and comments. Many previous studies and committee meeting minutes are stored away in the County DGS website as well as the individual GSA websites. Given the prominence of the Paso Basin and number of stakeholders involved, developing one common website and information repository for implementation actions involving the GSP public meetings, comment periods, budgets, and proposed actions would be useful. Particularly for those rural residential interests which may not be involved in technical committees or the Annual Reports, there is a need for a “one stop shop” for specific location information, questions, and tools for residents to understand current conditions of the basin.

GSP IMPLEMENTATION DEADLINE

The adopted GSP contained the timeline (see Appendix C) for the various initiatives contained in the five-year plan. While the GSP approval is ahead of schedule, the implementation steps are not.

CONCLUSIONS

The Paso Basin was identified by the DWR as a high priority basin for the development of a GSP. The research for this GSP and Annual Reports show that, from 1998 through 2022, approximately 700,000 AF have been depleted from storage (Figure 3). To put this in context, this is the equivalent of more than 14 full Lake Lopez Reservoirs of water being lost from underground aquifers due to water extraction exceeding average annual recharge. We are fortunate, in 2023, to have a wet season in which the recharge will certainly exceed extraction, but this is an isolated year. Past precipitation records and future models predict that drier years will continue.

The approved GSP provides a road map toward sustainability. As legislated by SGMA, the GSP deadline for achieving sustainability is 2040. The GSP implementation is behind schedule. Given the history of 236 known rural residential dry wells from 2013 to 2022, the Paso Basin can ill afford a protracted implementation of the sustainability plan. New water sources will be helpful but are not enough to meet the projected water demand. Since over 90% of the water use is for agriculture, and most agricultural irrigation is managed efficiently, the primary solution will need to be reduced agricultural acreage. The GSP has planned a pilot fallowing program to reach this goal but details and deadlines for this program have not been put in place. Programs are needed to assure water supply equity and easy information access for rural residential users.

In addition to basin water sustainability, there is a need for financial sustainability. Grant funding has covered many projects for the sustainability plan which will reduce costs for rate payers. At this point, some areas of the Paso Basin have imposed fees while others still need to impose fees for equitable user support of the basin.

SYNOPSIS OF PASO BASIN DATA

- The Paso Basin is in decline and the water deficit continues as noted in the GSP and Annual Reports.
- Annual Basin overdraft is approximately 12,600 AFA based on historical data (1981-2011).
- The well monitoring network (water levels) data set is incomplete and does not provide information from some key areas.
- The dataset on agricultural user pumping volumes (extractions) is incomplete.
- Neither feasible supplemental water options nor conservation measures can balance the basin.
- Municipal groundwater agencies have Master Water Plans with conservation programs to regulate usage while the unincorporated lands and agricultural areas have none.
- Information on studies, datasets, meetings, and budgets are contained separately under each GSA.

- Outside Funding for GSP development and implementation includes:
 - \$ 7.5 million from DWR (GSP) development
 - \$ 4.5 million from Central Coast Regional Water Quality Control Board for recycled water
 - \$ 9.73 million from 2021 Federal Infrastructure bill
- Local Funding includes:
 - Parcel Fees under SSJWD and EPCWD
 - Ratepayers in City of Paso Robles, SMCS D
 - Over \$ 3.5 million in County General Funds
- 236 Rural Residential wells have run dry between 2013 and 2022.
- Use of rural properties, which did not have a historic water usage prior to 2013, remains restricted and has at present not been resolved by the County under their land use powers.
- The GSP Timeline included in the submitted GSP is behind schedule.

COMMENDATION

Commendation to local government and water boards for the substantial number of grants obtained toward management of the Paso Basin. The City of Paso Robles has made great strides toward implementing their recycled water project.

FINDINGS

- F1. The combination of drought conditions and increased agricultural lands in production has resulted in an unsustainable decline in the Paso Basin.
- F2. Since 1998 there has been over 700,000 AF reduction of groundwater storage resulting in dry wells for many rural residential properties and jeopardizing long-term agricultural viability.
- F3. The current number and location of groundwater monitoring well data collected by the PBCC is insufficient for decision making.

- F4. The PBCC currently does not require or have full access to the annual volume of groundwater pumping by all agricultural users to determine the extent of the demand on the basin.
- F5. The GSP initiatives for feasible supplemental water options and conservation measures are insufficient to balance the basin. Basin recovery depends upon reduction in active agricultural production pumping.
- F6. The failure of the PBCC to apply equitable pumping restrictions has resulted in continued decline of the Paso Basin.
- F7. Public information and outreach on Paso Basin status is inadequate.
- F8. Fees that would make the GSP self-sustaining are not uniformly applied across the GSAs. Unincorporated areas governed by the County are not collecting fees.
- F9. Rural residential wells remain at risk. Many rural residential users lack the resources and means to correct the situation.
- F10. There remains an inequity between rural properties in using groundwater for agricultural production under the 2013 County Planting Ordinance.
- F11. Management efforts have not advanced sufficiently to begin regulation of basin activities.

RECOMMENDATIONS

- R1. The GSAs need to expedite their plans to expand the monitoring network for use in the 2025 GSP update.
- R2. The GSAs need to employ the most accurate satellite data for determining groundwater utilization or adopt regulations which mandate reporting of groundwater extraction for agricultural production wells within the Paso Basin by the 2025 GSP update.
- R3. Implementation of the proposed MILR Program, to establish voluntary land fallowing, needs to be initiated by the 2025 GSP update. If voluntary measures are ineffective, the PBCC will need to implement a mandatory program.
- R4. The GSAs must establish and implement the necessary governance structure to build public trust and execute procedures up to and including formal regulations to define equitable groundwater extractions and enforcement mechanisms.

- R5. GSAs should intensify outreach to solicit public input and educate residents and property owners, particularly those whose wells have run dry. Outreach should include the development of a collective single website for the PBCC.
- R6. In consideration of equitable use of groundwater, the PBCC needs to develop a plan to set aside funds and an administrative mechanism to ensure that rural residential users have access to water.
- R7. By Fiscal Year 2024/25, the County GSA should impose user fees to eliminate the need for County General Fund contributions and to implement the necessary programs for basin sustainability.
- R8. Once the GSAs have enacted management measures which ensure the basin is stabilized, the County Board of Supervisors should revise their existing planting ordinance to allow for equitable agricultural use of properties.
- R9. For the 2025 GSP annual update, the Cooperative Committee should update the GSP timeline to show a realistic and deliverable set of management actions.

REQUIRED RESPONSES

The Paso Basin Cooperative Committee is required to respond to: R1 – R5 and R9.

The San Luis Obispo County Board of Supervisors is required to respond to: R6 – R8.

The Shandon – San Juan Water District is required to respond to: R6.

All responses shall be submitted to the Presiding Judge of the San Luis Obispo County Superior Court as follows:

Responses from the San Luis Obispo County Board of Supervisors are due within 60 days of submission of the report.

Responses from the Paso Basin Cooperative Committee and the Shandon – San Juan Water District are due within 90 days of submission of the report.

A paper copy and an electronic version of all responses shall be provided to the Grand Jury.

933.05. Findings and Recommendations

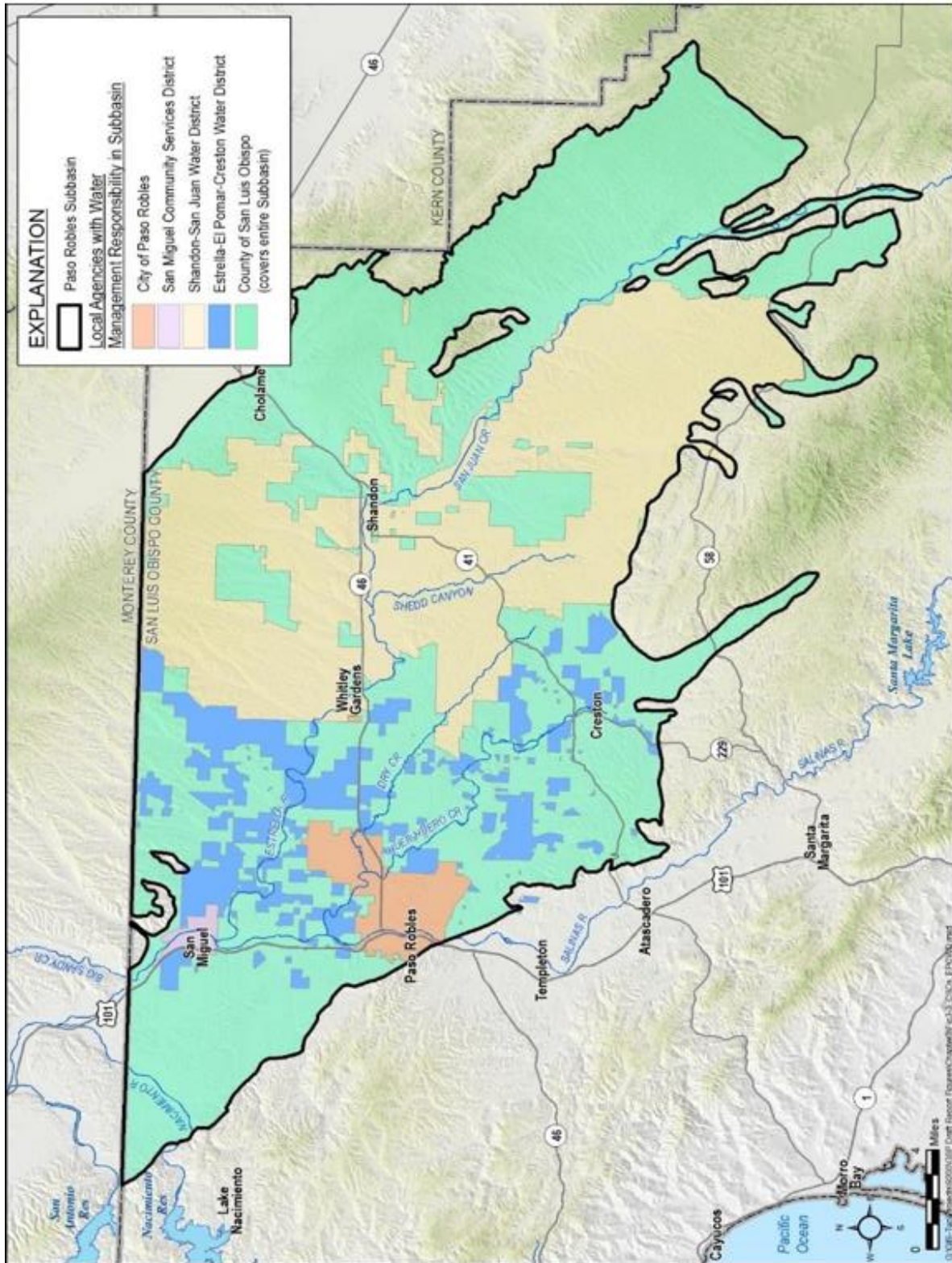
- (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:
 - (1) The respondent agrees with the finding.
 - (2) The respondent disagrees wholly or partially with the finding; in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons, therefore.
- (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:
 - (1) The recommendation has been implemented, with a summary regarding the implemented action.
 - (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.
 - (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
 - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation, therefore.

Presiding Judge	Grand Jury
Presiding Judge Craig van Rooyen Superior Court of California 1035 Palm Street Room 355 San Luis Obispo, CA 93408	San Luis Obispo County Grand Jury P.O. Box 4910 San Luis Obispo, CA 93403

APPENDICES

- Appendix A - Map of Basin and GSAs with Estrella El Pomar Creston Water District Boundary
- Appendix B - Summary of MILR Program
- Appendix C - GSP Timeline

APPENDIX A – GSA map with Estrella El Pomar Creston Water District



(Source: Figure 3-3 Paso Basin GSP page 3-6)

APPENDIX B – Multi-Benefit Irrigated Land Repurposing (MILR) Program

PROGRAM ELEMENTS

- Establish Program Description, Rules and Regulations
- Define Program Administration and Management Entity (Oversight/Authority under GSAs, JPA or third-party contractor)
- Farming Unit Registration
- Define Consumed Groundwater Use Measurement
- Groundwater Usage Fees
- Groundwater Accounting, Data Management, Reporting
- Financial Accounting, Billing, and Auditing
- Enforcement and Penalties
- Link to Mandatory Pumping Reduction/Allocation Program (if required)
- Nexus to Land Use Ordinances (Agricultural Offset Ordinance/Planting Ordinance)

PROGRAM EXAMPLES

- Creation or restoration of habitat (Wetlands, upland, riparian and pollinator habitats)
- Creation of multi-benefit recharge areas
- Conservation of irrigated land to dryland farming or non-irrigated rangeland
- Planting cover crops or conservation cover
- Facilitation of renewable energy projects that have an overall net GHG reduction
- Creation of parks or community recreation areas
- Incentive payments to landowners to implement multi-benefit projects that create public benefit (for at least ten years, with priority for small and medium farmers and ranchers)
- Land acquisitions to facilitate land repurposing and protect repurposed land uses
- Voluntary land transfers to qualified public entities to facilitate land repurposing and protect repurposed land uses
- Easement acquisitions to facilitate land repurposing and protect repurposing land uses

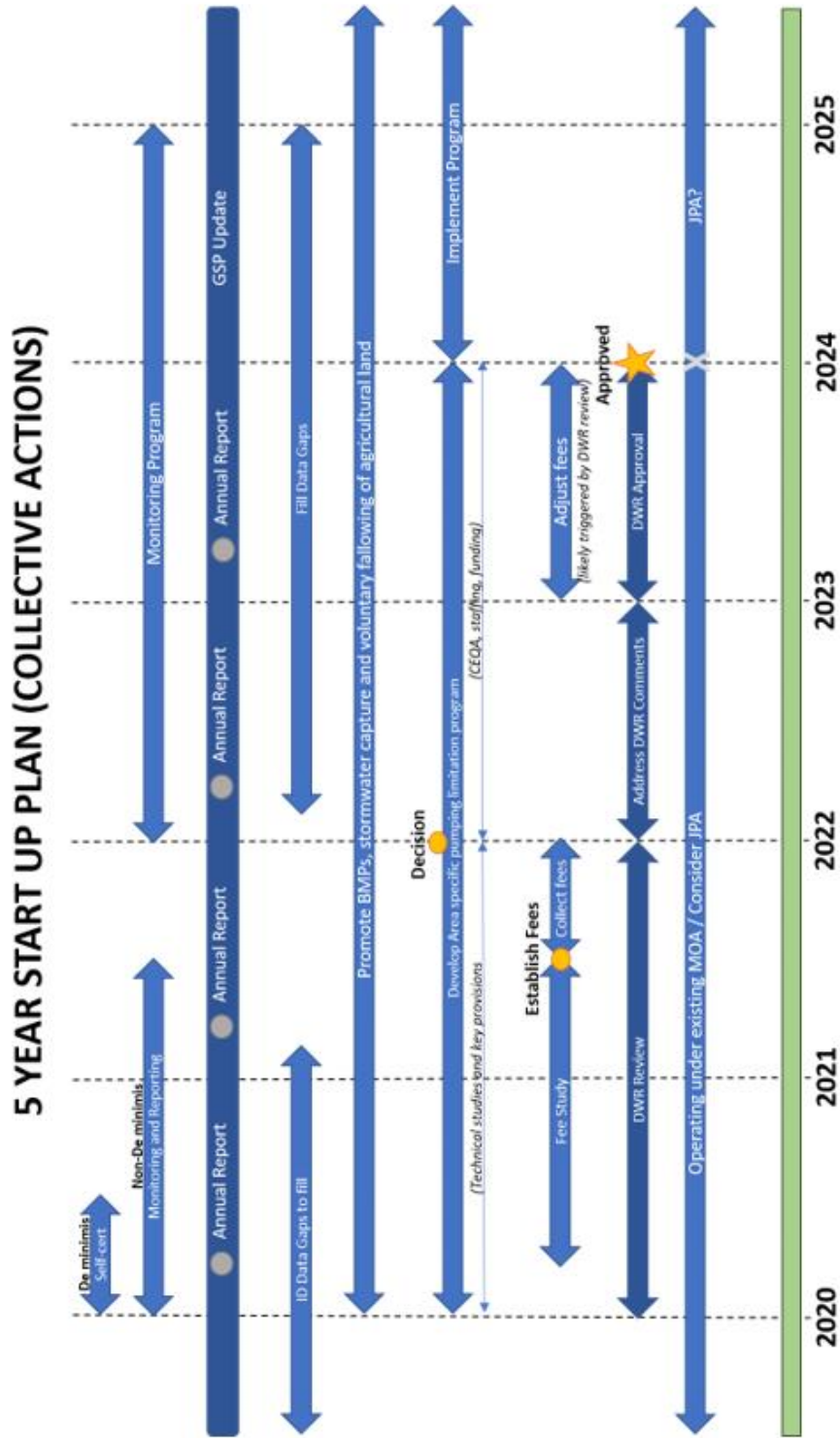
DESIRED OUTCOMES

- Reduced groundwater use
- Increased groundwater recharge
- Improved base flows in rivers and streams
- Conservation of land to less intensive water uses while maintaining natural and working lands
- Creation and/or restoration of wildlife and pollinator habitat and/or migratory resources
- Improved water quality
- Prioritization of lands to be enrolled to maximize benefit to the groundwater basin
- Increased community outreach, involvement, and education
- Mitigation of groundwater conditions in the basin that pose risks to water adequacy and quality for domestic well users (High Priority)

- Protection of areas where interconnected surface water and groundwater systems and groundwater dependent ecosystems exist
- SGMA Compliance
- Long-term groundwater basin sustainability.

(Source: October 26, 2022 Paso Basin Coordinating Committee Agenda Package pages 22,23, 26)

Appendix C – GSP Timeline



JPA: Joint Powers Authority

(Source: Figure 10-1; Paso Basin GSP page 10-2)

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 10.2

SUBJECT: Paso Basin Cooperative Committee (PBCC) Statement of Equity (Dodds)

SUGGESTED ACTION: Review the provided Statement of Equity and alternate Statement of Fairness and provide direction to the General Manager as appropriate.

DISCUSSION:

At the May Board meeting the Board reviewed and discussed a 'Statement of Equity' that was prepared and presented by Supervisor Gibson.

At that time the Board unanimously voted against approval.

Since then the City of Paso Robles also reviewed the statement and voted it down as well. Mayor Pro Tem John Hamon prepared an alternate statement which was reviewed by the City Council. It also was not approved.

The original statement and the statement of fairness from Mr. Hamon are attached for Board review.

After reviewing the attachments the Board can choose to provide direction to the General Manager, if no direction is given then the General Manager will continue to bring pertinent information back as it is deemed appropriate.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

John Hamon
June 18, 2023

STATEMENT OF
PASO ROBLES SUBBASIN GROUND WATER FAIRNESS

Given that fairness is an essential component of environmental agreements, and that water must be seen as a public good; the Paso Robles Ground Water Subbasin is recognized as a shared ecological resource and that the Ground Water Agencies (GSA's) of Paso Basin Cooperative Committee (City of Paso Robles, San Miguel Community Services District, County of San Luis Obispo, and the Shandon – San Juan Water District) seek to responsibly manage ground water for the benefit all Subbasin users, consistent with their rights under the California Constitution and state statutes. The management framework established by the state's Sustainable Groundwater Management Act (SGMA) and this Groundwater Sustainability Plan (GSP) are inherently focused on assuring both sustainable and reasonable use of our shared ground water resource.

SGMA requires the Paso Basin Cooperative Committee to develop and implement a long-term groundwater sustainability plan to have reasonable access to our ground water resource, avoid undesirable ground water levels, and to mitigate overdraft. Subbasin mitigation programs that address an undesirable result should be sensitive to an affected user's access to economic resources.

Achieving fair and reasonable use to our groundwater resource within the Paso Robles Ground Water Subbasin will have challenges due to diverse hydrogeology related to user location and diverse land use patterns such as urbanized areas, rural residential lots and irrigated agricultural operations.

It is the intent of the Paso Basin Cooperative Committee GSA's to use best management practices within the Groundwater Sustainability Plan to allow for the fair and equitable use of our ground water resources.

DRAFT

PASO BASIN COORDINATING COMMITTEE
PROPOSED STATEMENT OF EQUITY
FINAL DRAFT – OFFERED FOR ADOPTION
April 28, 2023

Groundwater in the Paso Robles Subbasin is a shared resource that the GSAs that are party to this GSP seek to manage for the benefit of all Subbasin users, consistent with their rights under the California Constitution and state statutes. The management framework established by SGMA and this GSP is inherently focused on assuring both sustainable and equitable access to and use of this shared resource.

Sustainable management of a reliable groundwater supply is crucial to the ongoing health and wellbeing of our communities' residents and their economic interests, especially our valued agricultural economy – and also crucial to the natural environment upon which that economy depends.

The concept of equity is explicit in state statute. As noted on the State Water Resources Control Board website, in Water Code Section 106.3 "the state statutorily recognizes that 'every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes.' The human right to water extends to all Californians, including disadvantaged individuals and groups and communities in rural and urban areas."

Achieving equitable access to Subbasin groundwater faces several challenges:

- Users are located in diverse settings relative to the Subbasin's hydrogeology.
- Users' water supplies are managed in diverse jurisdictional settings (a city, a community services district, a county service area, small mutual water supply systems and individual wells in unincorporated rural areas).
- The Subbasin includes diverse land use patterns, including highly urbanized areas, rural residential lots, and both small and large irrigated agricultural operations, some of which include commercial facilities such as wineries, tasting rooms and lodging.
- Within irrigated agricultural operations – which collectively use the vast majority of groundwater – there is currently wide variation in the amount of irrigation water applied (acre-ft/acre), depending on crop type and cultural practice.
- The economic resources of individual Subbasin users vary widely.
- As stated in Water Code Section 10720.5, no action under SGMA can alter groundwater rights as determined under California common law or statute.

The central premise of SGMA is that the Subbasin's groundwater is sustainably managed and reasonably accessible to all users. Management actions in this GSP will be developed to seek equity in light of the diverse conditions noted.

Equity in achieving these goals requires that no user is precluded from maintaining reasonable access to groundwater because they lack financial resources. For example, the management objectives and minimum thresholds outlined in this GSP (Chapter 8) admit the possibility of shallow wells going dry. Such wells often serve disadvantaged residential communities and users who may be challenged to pay for improvements like deepening the well or drilling a new one.

Issues of equity should also be addressed in the distribution of water used for irrigation on different crop production sites. All GSP management efforts (supply enhancement, demand reduction, use allocations) should provide equitable opportunity for all land owners to participate and provide equitable allocation of costs and incentives.

All GSAs responsible for the development and administration of this GSP agree that the management actions established for the Paso Robles Subbasin will uphold the principles of equity outlined above.

Creston Advisory Body



Chairperson: Sheila Lyons Ph. (805) 239-0917, P. O. Box 174 Creston, CA 93432 salyons1951@gmail.com

June 2, 2023

Members of the Paso Robles Basin Cooperative Committee
San Luis Obispo, California

Dear PR Basin Cooperative Committee members, SLO County Supervisors, and GSA Staff:

The Creston Advisory Body (CAB) met on May 17, 2023 at the Creston Community Center for a regularly scheduled meeting. Since CAB represents the landowners of approximately 40,000 acres in District #5, the majority of which live over the Paso Robles Groundwater Basin (Basin), the management of the Basin is of great concern and repeatedly discussed at our meetings.

A main agenda item at this meeting was the discussion of the proposed “Statement of Equity” being considered for adoption by the PR Groundwater Basin Cooperative Committee. It is our understanding that this statement is to be the basis for determining which measures are to be implemented as water management tools for reaching basin sustainability, and for determining who will bear the burdens as related to allocations and costs.

Several comments were voiced at our meeting:

- 1) The CA water code in the PRCC “Equity Statement” draft does not include the overarching CA State Water Code 106, but instead has a sub-clause to this statement. The actual water code adopted in 1943 is as follows and should be considered first and foremost when drafting a “water equity” statement to be used for determining which water management measures are to be adopted.

State Water Code 106: It is hereby declared to be the established policy of this state that the use of water for domestic purposes is the highest use of water and that the next highest use is for irrigation.

CA Water Code 106.3 is a subclause and although it is useful, it is not the primary water code verbiage.

- 2) In the following statement the equity statement implies that all who pump water from the PR Groundwater Basin should share in the burden of water management.

All GSP management efforts (supply enhancement, demand reduction, use allocations) should provide equitable opportunity for all landowners to participate and provide equitable allocation of costs and incentives.

Every water report, regardless of who prepared the report, has made it clear that 92% of the pumped water from the Basin is used by large pumping agriculturalists, who are only 8% of the acreage over the Basin, and the remaining 92% of the landowners (rural residents, small water systems, and municipal water systems) only pump 8% of the water from the Basin. Rural residents in general have much shallower wells than large scale agriculturalists, and as such have been very judicious in their water usage, knowing full well that they are at the greatest risk as water levels over the Basin fall. This is acknowledged in the draft Equity Statement. There are no programs for rural residents, to obtain compensation when their wells go dry, unlike agriculturists who have access to grants, low interest loans, get property tax breaks, etc. There would be no need for major cutbacks in water usage, or new major infrastructure “projects”, if agriculture as a whole had been more proactive to date with their water management and regulated themselves. Asking the 8% pumpers to bear any additional financial burden is adding insult to injury.

Although the “Statement of Equity” is a step in the right direction there is something missing. By definition: “*Equity means everyone is provided with what they need to succeed.*” For rural residents to succeed they should not be burdened with undue costs or further restrictions on their water usage. Their property values are already at risk and their sustainability is in jeopardy. Rural residents want to see fairness when it comes to water management, a fair allocation of water usage, and a fair approach to who pays for new projects based on water usage. Just because some have used more than their fair share in the past, does not mean they are entitled to continue doing so, or that those that have been responsible users should have to pay for the over pumpers.

The PR Basin Cooperative Committee in general is weighted with more agriculturalists than rural residents, even though rural residents make up the majority of the landowners over the Basin. When voters spoke on AB2453, it was clear that rural residents did not want to put their water futures in the hands of the agriculturists. They did not believe in the one acre, one vote, but rather in the one person, one vote, principle. It should be noted that there is really no one on the PRBCC, elected by the majority of the landowners over the Basin, that represents the interests of the rural residents. It should also be noted that any consideration of allowing the Estrella-EI Pomar-Creston Water District (EEPC) become a GSA is widely opposed by all residents over the PR Basin, again supported by the outcome of the AB2453 vote. The EECP did not submit their paperwork in time, nor do they qualify as a contiguous parcel water district. Additionally, some of the original members have withdrawn from the EEPC Water District. Our advisory council represents ~40,000 acres, similar in size to the EECP. The addition of the EECP as a GSA would further disadvantage the 8% pumpers over the PR Basin. The Creston Advisory Body (CAB) feels a strong responsibility to weigh in and voice the opinion of the folks in our rural community are not represented.

It should be clear in any statement adopted for use as a measuring stick for water management initiatives, that the majority of the burden needs to fall on those that have been responsible for creating the crisis in the first place (continuing to plant when we were already in drought, slow to adopt water saving measures, drilling deep agricultural wells adjacent to family farms, etc.) and not on those most vulnerable. We need a fair set of solutions to reach sustainability. The water rights of the majority of the citizens living over the Basin need to be protected by the PRBCC, not minimized and/or exploited.

Sheila Lyons
CAB Chairperson

Cc:

San Luis Obispo County Supervisors

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John Peschong, 1st District Supervisor jpeschong@co.slo.ca.us
Jimmy Paulding, 4th District Supervisor jpaulding@co.slo.ca.us
Bruce Gibson, 2nd District Supervisor bgibson@co.slo.ca.us
Dawn Ortiz-Legg, 3rd District Supervisor dortizlegg@co.slo.ca.us

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Water Systems Consultant jreynolds@wsc-inc.com

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 11.1

SUBJECT: 06-22-2023 Draft San Miguel CSD and Groundwater Sustainability Agency Meeting Minutes (Parent)

SUGGESTED ACTION: Receive and File

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Tamara Parent



**SAN MIGUEL COMMUNITY SERVICES DISTRICT BOARD OF DIRECTOR
& GROUNDWATER SUSTAINABILITY AGENCY**

Raynette Gregory, Vice-President

Anthony Kalvans, Director Owen Davis, Director Rod Smiley, Director

REGULAR MEETING MINUTES

6:00 P.M. Closed Session then Opened Session SMCSO 601 12th Street 06-22-2023

1. Call to Order:

At 6:00 PM

2. Roll Call: *Raynette Gregory, Anthony Kalvans, Owen Davis, Rod Smiley*

3. Approval of Regular Meeting Agenda:

Motion By: Rod Smiley

Second By: Owen Davis

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			
Rod Smiley	X			

4. Pledge of Allegiance:

Lead by Director Smiley

5. Adjourn to Closed Session/Closed Session Agenda:

Public Comment: None

At 6:02 PM

1.

Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to Gov. Code, § 54956.9(d)(2): One (1) matter

Discussion with Legal Counsel

6. Report out of Closed Session:

At 6:25

By District General Counsel, with nothing to report

7. Public Comment and Communications for items not on the agenda: None

8. Special Presentations/Public Hearings/Other:

1. PUBLIC HEARING: Confirm the 2023 Weed Abatement Cost Report and authorizing collection of the charges on the County Tax Rolls.

After holding a Public Hearing and making any appropriate modifications to the Cost Report approve RESOLUTION 2023-30 confirming the Cost Report and authorizing the collection of the charges on the County Tax Rolls.

Director Gregory opened the Public Hearing regarding the proposed Resolution 2023-30 confirming the 2023 Weed Abatement Cost Report authorizing the collection of charges on the County Tax Rolls.

Item was presented by Fire Chief Scott Young explained that the abatement was done on 6 lots. Lots were posted at the Fire Department and Post Office, and is asking that the cost be approved to be placed on the property taxes.

Board Questions and Comments: Raynette Gregory asked how big the parcel number 1 was. Fire chief Young explained that this parcel is along 16th Street, and a large lot. Director Gregory opened the Public Comment portion of the Public Hearing.

Public Comment: None

Director Gregory asked for any other public comments Director Gregory closed the Public Hearing.

Board Comment: None

Motion By: Rod Smiley

Second By: Anthony Kalvans

Motion: To Approve Resolution 2023-30

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			
Rod Smiley	X			

9. Non- District Reports:

1. San Luis Obispo County Organizations

Verbal/Report

Sheriff Manuele gave stats for May 2023. The calls of service in San Miguel are down 5%.

Board Comment: Director Smiley asked about responding to the illegal fireworks. Sheriff explained that the Sheriff Department will respond but to be patient because they are responding to these calls all over the County. It was explained that they have to see the

action to issue a citation.

Director Kalvans asked the difference between Templeton and San Miguel for calls of service. Sheriff explained that year to date Templeton had 378 calls for service and San Miguel had 202, and explained that in San Miguel there are no areas that have more calls than other areas.

Public Comment: None

2. Community Service Organizations

Verbal

Scott Young President of the San Miguel Firefighters Association (SMFA) explained that SMFA participated for the 16th year in the Aids Ride at Bradley School. The Lillian Larsen 2nd grade class visited the San Miguel Fire Station, and the SMFA was able to give out "fire hats" to all the kids. SMFA had a Blood Drive on May 22 and had 17 donations, the next SMFA Blood Drive will be on September 11, 2023, please sign up to make a difference to someone you don't know. The SMFA will be selling "Safe and Sane" fireworks this year starting July 1st and will have a Tri-tip sandwich for sale on Sunday July 2nd for \$15.

Anthony Kalvans spoke about the Lion's Club, and that they will be selling BBQ ribs on the 4th of July. The Lion's Club will be having the "Old-Timers BBQ" at the San Miguel Park and date is still being decided. 80 years old and over get a free meal.

Board Comment: None

Public Comment: None

3. Camp Roberts—Army National Guard

Verbal

None

Board Comment: None

Public Comment: None

10. Staff & Committee Reports - Receive & File:

1. General Manager

Receive verbal report

General Manager Kelly Dodds, explained that the District received notice that IWMA is reducing the Solid Waste Management Fee from 5.4% to 4.4%. The San Luis Obispo County Groundwater Sustainability Agency (SLOCGSA) approved the Estrella-El Pomar-Creston (EPC) Water District becoming a GSA, and adopted the "Equity Statement", that was rejected by this Board. The City of Paso Robles reviewed the equity statement at their June 21st Board meeting and explained that the preliminary information from that board meeting was that they were in line with this Board and that they will be potentially proposing alternate language. General Manager Kelly Dodds also updated the Board that the Tax Sale Parcels on "N St." are no longer up for sale. Mr. Dodds explained that he will be in a conference June 25th thru June 27th and can be reached by email or phone if needed.

Board Comment: Director Kalvans asked about the proposed "Equity Statement" and the City of Paso Robles. General Manager Kelly Dodds explained that he will bring back more information, once it is available.

Director Smiley explained that he meet with Supervisor Gibson, and they agreed to disagree on the statement of equity.

Director Kalvans explained that he also met with Supervisor Gibson and they also agreed

to disagree on the wording.

Public Comment: None

2. District Counsel

Receive verbal report

District General Counsel Pritchard voiced that there was nothing to report.

Board Comment: None

Public Comment: None

3. District Utilities

Receive and File

General Manager Kelly Dodds updated the Board that he is actively recruiting for Wastewater Operators and Temporary Utility Worker. Mr. Dodds explained that there has been several comments revolving around solar offsetting power usage. It was explained that the approved solar system is only for the wastewater treatment facility. The County of San Luis Obispo has agreed to sell the District an easement for the booster pump and tank project. The District engineers and staff are working with the County of San Luis Obispo to finalize details and cost. General Manager Kelly Dodds explained that the District did not rank high enough for hazard mitigation funding for the flood wall at the Mission Gardens lift station, but staff is working with FEMA on other mitigation measures that could be used. The final agreement was signed for the Sewer Lining and Manhole Rehabilitation project and will be moving forward. Mr. Dodds reminded the Board that this is a \$392,000 CWSRF grant for the investigation and planning phases and is eligible for cost reimbursement back to July 2021. Discussion on the progress of the Wastewater Treatment Facility upgrade ensued.

Board Comment: Director Smiley asked about the "rating" for hazard mitigation funding, and what not ranking high enough meant. General Manager Kelly Dodds explained that FEMA and CALOES use a grouping called "Socially Vulnerable Index", census areas, and with that information the District does not qualify. Director Smiley asked why the County will only sell the District and easement and not the property? General Manager Kelly Dodds explained that he has asked and they say they will not be doing anything with the land but it is a County Public Works decision, and the property is a County right of way.

Director Gregory asked how long the lease would be. General Manger Kelly Dodds explained that it is a forever lease. Discussion on price ensued.

Director Kalvans voiced that he is trying to understand why the County would want an easement and not just sell the property to the District.

Director Davis asked if the District has an easement where the 50 Thousand gallon tank sits. General Manger Kelly Dodds explained that the District owns the footprint of the tank. Discussion on access ensued.

Director Davis voiced that he feels that it is not a good spot for the proposed tank and wanted to know if funding and cost have been considered. Director Davis voiced that he feels that in his opinion that these are things that are really not necessary. General Manager Kelly Dodds explained that the District has applied for grant funding to do the design which would cover the "siting" of the proposed site and make sure that were we are proposing to put the tank is the most appropriate place put it. The District is going to look at all the options and put it in at the best place, and explained that this is only one step for

future storage. Discussion on storage and well pumping ensued.

Director Kalvans asked about the fire flow and the new development on the terrace, and discussed if the terrace would be able to be self-sustaining if the bridge was out. Discussion on the new development wells and storage ensued.

Public Comment: None

4. **Fire Chief Report**

Receive and File

Fire Chief Scott Young submitted report as written and asked for any questions. Fire Chief updated the Board that the Fire Code adoption update has been given to the County, and the County has said that they will not approve the Fire Code because the District would like to review residential photovoltaic systems. Chief Young explained that residential systems are becoming more complicated and hazardous, and with the addition of batteries they become more of a hazard because lithium-ion battery fires are inextinguishable. At this point Chief Young has been working with the Districts Legal Counsel, and is moving forward. Discussion on next steps and Firefighter safety ensued. Chief Young also updated the Board that the SAFER Grant, award information should have been available late June, but has been delayed to late July.

Board Comment: Director Kalvans expressed that he was behind Chief Young, and feels that this issue should have local control. Director Kalvans asked about the Temporary Housing Unit (THU) and what the delay at the County was. Chief Young explained that the Minor Use Permit hearing was scheduled for May then rescheduled to June 16th and that was rescheduled to an unknown date. It was explained that although we don't have a Minor Use Permit approval the Plan Check Review is in process. The County Public Works put in a requirement for curb gutter and sidewalk for the entire property, and a level two environmental impact report. The District Engineer is working with County Planning to get those requirements waived. Discussion on the cost of curb and cutters ensued.

Director Kalvans voiced his frustrations with the County, our community has asked for an increase in public safety and then we get all of this from the County. Discussion on the Cost that the District has incurred for the THU project that has been in plan check for a year and half ensued.

Director Davis asked why this was not all looked into before the District spent money to purchase the building and leased the land. Fire Chief Young explained that you have to have the product before you submit the plan, and you have to have the land before you get the product, it is a process. Chief Young explained that he too is frustrated and has made it very clear to the County that we have spent money on this project and it needs to be move forward.

Public Comment: None

11. **Consent Calendar:**

1. **05-25-2023 Draft San Miguel CSD and Groundwater Sustainability Agency Meeting Minutes (Parent)**

Receive and File

Motion By: Rod Smiley

Second By: Anthony Kalvans

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			
Rod Smiley	X			

12. Board Action Items:

1. Appointment to fill an existing Board vacancy (Dodds)

Interview and select a candidate to fill an existing Board of Directors vacancy for the remaining term that expires December 2024.

Item was presented by General Manager Kelly Dodds, and District General Counsel Christina Pritchard. General Manager Kelly Dodds gave background that Director Roney resigned in April 2023 and the process of recruitment of a new Director was posted. The District had two candidates apply. At this time it is appropriate to interview these candidates and seek information that will lead to a Board decision regarding the prospective candidates. Each candidate has 2 minutes to state the reasons and qualifications for filling the Board vacancy.

Director Gregory asked that Mr. Berkley Baker speak then Mr. Ashley Sangster. Each candidate gave their reasons for wanting to fill the Board vacancy, and the Board of Directors asked questions of each.

Two Motions were made and each failed. Directors discussed reasons for the consideration of proposed candidates.

Directors discussed other options.

Consensus was to get information and cost for an election through the County, or an appointment by the Board of Supervisors.

Motion to continue to Special Meeting passed.

Board Comment: Director Davis asked about the President or Vice President appointments, it was explained that once the vacancy is filled the Board Officers would be appointed.

Public Comment: None

Motion By: Anthony Kalvans

Second By: Raynette Gregory

Motion: To Approve Baker

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

Motion By: Owen Davis

Second By: Rod Smiley

Motion: To Approve Sangster

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory		X		
Anthony Kalvans		X		

Motion By: Raynette Gregory

Second By: Rod Smiley

Motion: To Continue to special meeting

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			
Rod Smiley	X			

2. Elect Board Officers for remainder of 2023 (Dodds)

Nominate and Elect Board of Director Officers for remainder of 2023

Public Comment: None

Motion By: Anthony Kalvans

Second By: Raynette Gregory

Motion: To Table

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			
Rod Smiley	X			

3. 2023 SDRMA Board of Directors Election (Dodds)

Review and vote to elect no more than three (3) candidates by Resolution 2023-29. Item presented by Board Clerk Tamara Parent, explaining that this item is to vote as a Board for no more than three candidates for the Special Districts Risk Management Authority (SDRMA). Once the San Miguel Board of Directors come to a consensus of three candidate the Board Clerk will send the Ballot Resolution to SDRMA to be officially counted.

Board Comment: Director Davis asked if the District had to vote. It was explained that SDRMA provides the District with our Workers Compensation, Liability, Dental, and Vision insurance and it is in the best interest of the District to cast a vote.

Board discussion on which candidates they would like to see voted for ensued. Swan, Claypool, and Seifert

Public Comment: None

Motion By: Anthony Kalvans

Second By: Rod Smiley

Motion: To Approve Vote for Swan, Claypool, Seifert

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			

Rod Smiley	X			
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4. Financial Reports - May 2023 (Hido)

Receive and file the enumeration of Financial Reports for May 2023.

Item presented by Financial Officer Michelle Hido explaining the May Financials are on pages 67 thru 110 of the Board Packet and that the District is at 106% budgeted revenues. Mrs. Hido explained that the cause for the overage in revenue is due to the sales of surplus items, and asked for any questions.

Board Comment: None

Public Comment: None

Motion By: Rod Smiley

Second By: Raynette Gregory

Motion: To Receive and File

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			
Rod Smiley	X			

5. Review and provide direction on proposed water rates. (Dodds)

Discuss proposed water rates and adopt RESOLUTION 2023-24 authorizing Staff to prepare and deliver a Notice of Public Hearing to consider water user fees Pursuant to Proposition 218.

General Manager Kelly Dodds explained that Erik from Bartle-Wells was remote for any questions. General Manager Kelly Dodds explained that there are 3 scenarios provided for the Directors to review. The General Manager updated the Board on items that they asked staff to review at the last meeting. Scenario number one is the same as presented in the May Board Meeting with some capital included. Scenario number 2 is being presented tonight is the lower rate to start with at 4% increase for the first year and 4.5% increase in year two, with a 5% for the remainder three years. Scenario number 3, is also being presented tonight, is the proposal that does not include any capital within the fixed or volumetric rates. This proposal is for a 2.5% increase for each year. The fixed rate in this proposal is lower but the volumetric rates are higher. Discussion ensued on the proportionality between Operational and Capital costs ensued. General Manager Kelly Dodds explained that the option proposed without any Capital is highly discouraged, not building funds for capital projects long term, or even short term will have a long-term effect on the District. Mr. Dodds explained that the District will not be able to catch up, and that it is much easier to collect a small amount at a time then it is to collect a large amount at one time. Discussion on collecting Capital through other fees or assessments ensued. General Manager Kelly Dodds asked the Board for any questions regarding the three proposed scenarios.

Board Comment: Director Davis asked what was collected and put into Capital Reserves over the last five years. General Manager Kelly Dodds voiced that he would have to look into that for the correct numbers. Director Davis asked if they do not approve any rate increase when will the District become insolvent. General Manager Kelly Dodds voiced that previous analysis has shown that the District probably has an estimate of 10 to 15 years before the District would be operating at a deficit, and explained that is a not taking into consideration high inflation. Discussion ensued about the fixed charge without any

volumetric and how that would effect customers.

Director Davis voiced that he feels that the Board should not even be looking at a Prop 218, and asked if a Request for Proposal (RFP) was sent out to award the rate study to Bartle Wells and Associates. General Manager Kelly Dodds explained that an RFP was sent out and the District had three firms bid on the proposal.

Director Gregory asked to discuss the differences between scenario one and scenario two, because they are so similar. General Manager Kelly Dodds explained that per Board direction, it was asked for a lower percentage increase that still achieves an end result without having a sort of balloon payment at the end. Director Gregory asked what inflation last year was. General Manager Kelly Dodds stated that it was 7.4%. Discussion on not even asking for inflation ensued, with an explanation that 5% as suggested would keep the District above operation cost and still be able to set aside a little bit into Capital Reserves.

Director Gregory voiced that she is hearing that staff would like the Board to pick a scenario from the three to stay on track. Mr. Dodds explained that staff is asking the Directors to pick a scenario and direct staff to move forward with the Prop 218 Notice.

General Manager Kelly Dodds explained that he would also like to present other information that the Board requested at the last meeting. It was asked to look into Parcel Sizes not Meter Sizes for the fixed rate and Seasonal Rates. It was explained that the District doesn't have an operational difference between summer to winter. Discussion on compliance with Prop 218 ensued. Looking at going from Meter Size to Parcel Size for for the fixed rate, it was expressed that information in the Board packet shows that a 0.05 acre lot would be paying \$2.65 a month and a lot that is 16.15 acres would be paying \$857.40 per month. General Manager Kelly Dodds explained that there is not a clear nexus or benefit for this proposal, each parcel has equal access to water. Director Kalvans thanked General Manager for looking into the options.

Director Davis voiced that he feels that the people of San Miguel have been punished enough, and feels like Director Kalvans proposal on lot size is only punishing large lot owners, and wants it taken off the table. Director Davis asked about grant funds and if those funds were in the calculations for each scenario. General Manager Kelly Dodds explained if we are reasonably certain that we were going to get the grants then it was included. Director Davis expressed that the District did not need to spend the funds for a rate study and feels that the District spends money on consultants that doesn't need to be spent. Discussion on what was in the proposal from Bartle Wells ensued.

Director Gregory asked what an average household would be paying compared to today prices. General Manger explained that an average house is around 10 units and with scenario one the cost for ten units with base included would be around \$90.10 and people using five unit would be around \$61.05, the calculations are a base price of \$32.30 and \$5.75 for each unit of water used. Director Gregory expressed that she was happy that we met the goal of lowering the rates for the customers who use less water.

Director Davis voiced that each tier the cost increases as customers use more water. General Manager Kelly Dodds explained that in all three proposals there is a fixed charge and the a set charge for each unit of water used, there will be no tiers in the proposed scenarios. Discussion ensued about lower users, and how they will be seeing the most benefit.

Director Smiley discussed being prepared for inflation cost increases and that increases the budget. Not prudent to not increase these fees each year in a small amount. Discussion of infrastructure and ideas for increase ensued.

Director Kalvans voiced that he would like to approve scenario number one, but would want to see more information on lot size assessment. General Manager Kelly Dodds explained that Director Kalvans has been discussing placing Capital, Operations and Maintenance fixed charge and/or lot size charge be placed on the tax bill as an assessment

and take them out of the monthly bill.

Director Gregory asked District General Counsel how that would work. District General Counsel Pritchard explained that kind of assessment would have to be voted on in general election ballot.

Director Davis asked about needing a new study for this kind of assessment. Discussion on the extra cost ensued with a preliminary estimate of ten to fifteen thousand dollars.

Public Comment: Ashley Sangster San Miguel resident, Spoke and voiced that all three scenarios are the same just percentages moved around, and does not feel that the Board has enough information. Mr. Sangster asked about the median income of San Miguel compared to the other proposed communities, and how many customers would see a decrease in their water bill.

Board Comment: Director Gregory asked about the proposed new developments and if that helped disperse the cost. General Manager Kelly Dodds explained that it did help but it does also add infrastructure. Mr. Dodds explained that all scenarios proposed have growth calculated, and asked the Board for any other clarifications needed.

Motion By: Raynette Gregory

Second By: Rod Smiley

Motion: To Approve move forward with scenario #1 by Resolution 2023-24

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Rod Smiley	X			
Owen Davis		X		

6. Adoption of District Retention Policy

Review and approve RESOLUTION 2023-32 adopting a Districtwide Retention Policy. Item was presented by General Manager Kelly Dodds, expressing that District Staff has been working with Legal Counsel to develop a Retention Policy to comply with state and local laws to outline required retention times for the Districts records.

Board Comment: None

Public Comment: None

Motion By: Rod Smiley

Second By: Anthony Kalvans

Motion: To Approve Resolution 2023-32

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Rod Smiley	X			
Owen Davis		X		

7. Discussion and possible direction to staff regarding options for increasing District revenue through assessment, possible expansion of District authority and jurisdiction to include parks oversight and maintenance, and tax revenue shortfalls associated with future development projects within the District boundaries (Kalvans)

Discussion options for increasing District revenue through assessment, possible expansion of District authority and jurisdiction to include parks oversight and maintenance, and tax revenue shortfalls associated with future development projects within the District boundaries. Provide direction to the General Manager and General Counsel.

Item presented by District Counsel Pritchard updating the Board of Directors that this discussion was originally requested at the April Board meeting by Director Kalvans and seconded by Director Smiley. The discussion is meant to serve as a starting point for the Board to discuss what it would like to achieve in relation to ensuring revenue covers District efforts to maintain community services and potentially increase those services to include parklands oversight and maintenance. Director Kalvans is proposing that the San Miguel CSD help expand parkland in the community by establishing an Assessment District. Director Kalvans wishes to further address new development projects slated to be constructed within the District's jurisdiction, which are being approved by the County without consideration for tax revenues to be allocated to the District from those properties. Staff suggests that the Board discuss the information provided and the direction that the Board would like to go forward. District General Counsel Pritchard explained that one question that Director Kalvans had was regarding assessment district for Water Department for capital improvements, that would have to go to the voters and the District would have to do an assessment study and would only be held against water users. The second question was about parks, and it was explained that the Districts Street Lighting authority which includes landscaping does not spill over into parks authority. The portion of Landscaping in the Lighting/Landscaping authority is specifically for right-of-way landscaping it is not opens spaces or parkways. The third question is if the District wanted to force private development and/or new development to put in parks. District General Counsel explained at this time the District does not have that Land Use Authority, and the Land Use Authority lies with the County of San Luis Obispo at this time.

Board Comment: Director Kalvans asked about forming a Planning Commission which is allowed under CSD law. Discussion on Advisory Councils work with County Parks ensued. Director Kalvans asked if the District could get an assessment through a Lighting/Landscaping Maintenance Assessment District, and would only impact developments. District Counsel explained that you cannot and that the Districts Lighting/Landscaping authority is within public rights-of-way. Landscaping is set apart in the code section from Parks and Open spaces. Counsel explained that the District can gain Parks & Open Spaces Authority but would have to go through the LAFCo process and the County can oppose it. Counsel explained even if you get Parks and Open spaces Authority the District still would not have Land Use Authority and cannot force developers to put in parks. In regards to the CSD having a Planning Commission of their own; it is an Advisory Board to the Board of Supervisors and it was explained that they have no authority, they would only be making recommendations. Director Kalvans voiced his frustrations. Discussion on sidewalks to the Mission ensued. District Counsel explained that any Lighting/Landscaping authority that the District has will be improvements of existing right-of-way and has no authority to add any right-of way, and that sidewalks and trails would be San Luis Obispo County Jurisdiction.

Public Comment: None

General Manager Kelly Dodds asked for direction from the Board, regarding more information on getting parks authority and starting the procedure with LAFCo and the County. Discussion on Lighting Assessments and Tax Rate Areas ensued.

Staff Comment: Fire Chief Scott Young voiced that he understands the passion for adding 11

parcs, but advises to do some research on Templeton Parks and how they struggle with funding, and has always been a financial loser. The San Miguel Advisory Council is very focused on parks within the CSD District boundaries however most of the Advisory Council members do not live inside the District boundaries and voiced that it would be in the best interest of the District and Advisory Council to look outside the boundaries of the CSD.

Board Comment: Director Davis thanked Chief Young.

Director Smiley voiced that he agreed with Chief Young and would like to have the County have one big park in this area.

Consensus of the Board is to not move forward with Parks

8. Timeclocks and time tracking for employees (Dodds)

Discuss use of timeclocks and time tracking software for employees.

General Manager Kelly Dodds gave a brief history of time clocks for San Miguel CSD. Staff is looking into wall mounted biometric timeclocks that meet the following basic criteria: Allow for multiple timeclocks to interface from multiple locations. Allow for biometric, keypad and card recognition for clocking in at out. General Manager Kelly Dodds explained that this item is operational, but wanted to answer any questions that the Board might have.

Board Comment: Director Davis asked if biometric meant that employees would have to be there physically, and could other employees clock in or out for other employees. General Manager Kelly Dodds explained that the employees would have to physically be at the device to clock in and out, and it was explained that it was a finger print.

Director Gregory expressed that the District has a Timeclock policy.

Public Comment: None

Information item only

9. Update/revise job descriptions for non-exempt positions

Approve RESOLUTION 2023-31 adopting revised job descriptions for non-exempt positions

Item was presented by General Manager Kelly Dodds, informing the Board of Directors that this item was to update the non-exempt employees job descriptions. Most of the changes are updating ADA, and reformatted so all description are formatted the same. Job duties are essentially the same, task titles have changes. All descriptions have been through the Meet and Confer process with San Miguel Employees Association (SMEA)

Board Comment: Director Davis spoke about seeing SMCSO job announcements at the post office. General Manager Kelly Dodds explained that the District has two job openings at this time. Discussion ensued about labor shortages.

Public Comment: None

Motion By: Rod Smiley

Second By: Raynette Gregory

Motion: To Approve Resolution 2023-31

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			

Rod Smiley	X			
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10. Potential purchase of property on 'N' and 12th Streets (Dodds)

Authorize the General Manager to engage with the County to purchase the County owned parcels at 'N' and 12th.

Item was presented by Kelly Dodds, updating the Board that he would like to get the Boards approval to move forward with trying to work with the County to get the three parcels on L street and 12th Street. These lots have a lot of potential for the District. It was explained that there will be a cost for Legal and staff to move forward.

Board Comment: Director Smiley is in favor of moving forward with starting negotiations with the County.

Director Kalvans voiced that he was in favor and gave a small background with the proposed property.

Staff Comment: Fire Chief Scott Young voiced that this property came up at the Advisory Council Meeting last month. Chief Young explained that they spoke of a potential homeless facility.

Public Comment: None

Consensus of the Board is to have General Manager Kelly Dodds get information and move forward with negotiations with San Luis Obispo County.

11. Fire Department Code Enforcement Violation (Young)

Proceed with the correctional measures to resolve the Code Enforcement Notice of Violation for the existing conditions at the San Miguel Fire Station.

Item was presented by Fire Chief Scott Young, updating the Board that the final permit was signed off on June 13th 2023.

Board Comment: None

Public Comment: None

Adjourn To the San Miguel Community Service District Groundwater Sustainability

Agency Board.:

9:44 PM

13. San Miguel Community Service District Groundwater Sustainability Agency (GSA)

Consent Calendar :

1. Paso Basin GSP WY 2022 Annual Report invoices

Receive and File invoice from County of San Luis Obispo for the San Miguel Community Services District Groundwater Sustainability Agency cost share of Water Year 2022 Annual Report

Board Comment: Director Davis voiced his concern about the County Supervisor and the GSA. Director Davis was asked to make comment under Board Comment section of the Agenda because this is a consent item and was not pulled for discussion.

Public Comment: None

Motion By: Anthony Kalvans

Second By: Rod Smiley

Motion: To Approve consent calendar

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			

Anthony Kalvans	X			
Rod Smiley	X			
Owen Davis		X		

Reconvene to the San Miguel Community Service District Board of Directors:

9:47 P.M.

14. Board Comment:

Owen Davis spoke about GSA Supervisor Board Member Gibson. Director Davis spoke about the removal of Supervisor Peschong and Arnold and all the damage that it has done to the Paso Robles Basin. Director Davis spoke about small farmers and that Supervisor Gibson has reversed everything back to a moratorium.

Director Kalvans voiced that he understands Director Davis's concerns in regards to the GSA, and explained that it is why San Miguel formed the SMCS DGSA, so they would have a say and not just have the County Board of Supervisors speaking for San Miguel. Director Kalvans voiced that he brought up the lot size because he would like to lower taxes and voiced that he will need that information before he could vote for the rate increase, and is requesting information.

District Counsel clarified that Director Kalvans is requesting information regarding Meter v. Parcel Sizes, and Assessment District, and would need a second from another Director to move forward with getting this information.

Director Gregory seconded getting the information.

Director Gregory thanked District Counsel for being present at the meeting.

15. Adjournment to Next Regular Meeting July 27th 2023:

9:53 PM

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 11.2

SUBJECT: 06-29-2023 Draft San Miguel CSD Special Meeting Minutes (Parent)

SUGGESTED ACTION: Receive and File

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Tamara Parent



BOARD OF DIRECTORS

Raynette Gregory, Vice-President
 Anthony Kalvans, Director Owen Davis, Director Rod Smiley, Director

SPECIAL MEETING MINUTES

6:00 P.M. Opened Session SMCS D 601 12th Street 06-29-2023

1. Call to Order:

At 6.05

2. Roll Call: *Raynette Gregory, Anthony Kalvans, Owen Davis, Rod Smiley*

3. Approval of Special Meeting Agenda:

Motion By: Anthony Kalvans

Second By: Rod Smiley

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			
Rod Smiley	X			

4. Pledge of Allegiance:

Lead by Director Kalvans

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

Greg Grewal Creston resident, thanked the San Miguel Fire Department for their time, and voiced his appreciation. Mr. Grewal explained to the Board of Directors that he put in a Brown Act violation on Supervisor Gibson and his equity statement. Mr. Grewal gave General Manager Kelly Dodds a copy for record. Mr. Grewal spoke about Kelly Dodds being the SMCS D representative for the GSA, and he feels that Kelly is representing the District well at the GSA meeting. Mr. Grewal explained that Supervisor Gibson is not the representative at the GSA for San Miguel CSD.

6. Board Action Items:

1. Discussion and possible action to fill the current Board vacancy by appointment or by

calling a special election.

Discuss options for filling the current Board vacancy either by appointment or by calling a special election:

1. Fill the vacancy by appointing one of the two applicants interviewed on June 22, 2023.
2. Adopt Resolution 2023-33 calling a special election and approving a budget adjustment to cover the cost of the special election. Provide direction to the General Manager and Legal to take all necessary steps to place the vacant Board position on the next San Luis Obispo County general election ballot.
3. Direct the General Manager to request the San Luis Obispo County Board of Supervisors fill the vacancy by appointment at their next regular Board meeting.
4. Continue the item for further consideration at the next regular Board meeting on July 26, 2023.

General Manager Kelly Dodds presented the item and explained options 1 through 4 in the District staff report. It was explained that the District received two applications, Mr. Baker and Mr. Sangster, and at the June 22nd Regular Board Meeting the Board of Directors had two failed votes, and consensus was to bring back information on an election. Specifically, the cost and number of registered voters in San Miguel.

Board Comment: Director Gregory asked about the options and asked if the Board should hold another vote. General Manager Kelly Dodds explained that after the Board has discussion and holds Public Comment then the Board can come to a consensus to hold a vote. Board discussion came to consensus to hold another vote.

District General Counsel Doug White explained that he would recommend that the Board have Public Comment and move on with a vote.

Public Comment: Greg Grewal, Creston resident spoke on not being in favor of anyone spending two-hundred thousand or having the County Supervisors appoint someone. Mr. Grewal voiced in favor of keeping local control.

Wyatt Navarro San Miguel resident and San Miguel Firefighter spoke of not being in favor of spending any money for an election.

Staff Comment: Fire Chief Scott Young voiced that he is not in favor of spending any Fire funds for an election. Chief Young went on to explain his budget does not have discretionary money and all funds are from property taxes with any funds being spent on an election would only take away from staffing, etc.

Board Comment after motion: Director Gregory asked if the Board was going to elect officers. General Manager Kelly Dodds explained that it is not agendized and will be done at the next meeting.

Motion By: Owen Davis

Second By: Anthony Kalvans

Motion: To Approve to appoint Mr. Baker

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Owen Davis	X			
Rod Smiley	X			

After Motion and Vote:

General Manager Kelly Dodds gave the "Oath of Office" to Berkley Baker, and Director Baker took his seat.

7. Board Comment:

Director Smiley thanked the San Miguel Firefighters for attending and asked Chief Young to introduce them.

Director Kalvans voiced that he received a phone call from Debbie Arnold, wanted to make sure that San Miguel keeps things local and gave a personnel recommendation for Mr. Baker. Director Baker thanked the Board and voiced that he appreciates the opportunity to serve as a Director and will do what is best for the community of San Miguel

Director Gregory thanked the directors for a smooth meeting.

8. Adjournment to Next Regular Meeting:

6:30 PM

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 11.3

SUBJECT: Banking powers for Community Bank of Santa Maria

SUGGESTED ACTION: Approve RESOLUTION 2023-33 authorizing the General Manager, Fire Chief and Financial Officer banking powers for District accounts at the Community Bank of Santa Maria.

DISCUSSION:

The District holds an account at the Community Bank of Santa Maria (CBSM) for the Temporary Housing Unit (THU) loan. Approval of this resolution will allow the General Manager, Fire Chief, and Financial Officer access to the account to ensure account accuracy and timely payments are made and recorded.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

REVISED RESOLUTION NO. 2023-33

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING THE ASSIGNMENT OF BANKING POWERS FOR THE GENERAL MANAGER, FIRE CHIEF AND FINANCIAL OFFICER FOR DISTRICT BANK ACCOUNTS AT COMMUNITY BANK OF SANTA MARIA

WHEREAS, the San Miguel Community Services District (“DISTRICT”) has a bank account at Community Bank of Santa Maria (“CBSM”) for the District’s Fire Department Temporary Housing Loan approved by Resolution 2022-21 and Resolution 2022-22; and

WHEREAS, the Board desires to authorize the General Manager, Fire Chief, and Financial Officer banking powers authority with CBSM, which are necessary for the operation of DISTRICT; and

NOW THEREFORE, BE IT FURTHER RESOLVED, by the Board of SMCS D that General Manager Kelly Dodds, Fire Chief Scott Young, and Financial Officer Michelle Hido are hereby granted the following banking powers and authority necessary for the operation of DISTRICT:

1. Authorization to become a Cash Management User at CBSM:
That includes: Funds Transfer Authorization; external transfers with officer approval; access to all activity; bill payment; stop payments; online statements (online account access); commercial features and loan payments

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

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

The foregoing Resolution is hereby passed and adopted this 27th day of July 2023.

Scott Young, Fire Chief

President Board of Directors

Kelly Dodds, General Manager

ATTEST:

APPROVED AS TO FORM:

Tamara Parent, Board Clerk

Douglas L. White, District General Counsel

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 11.4

SUBJECT: Recognizing Ward Roney by Resolution (Dodds)

SUGGESTED ACTION: Approve RESOLUTION 2023-34 recognizing Ward Roney for his service to the Community of San Miguel.

DISCUSSION:

This Resolution is in recognition of Ward Roney and his service to the Community or San Miguel as a Director and as a member of the San Miguel Fire Department.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

Resolution 2023-34

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT RECOGNIZING AND HONORING WARD RONEY FOR THREE AND A HALF YEARS OF DEDICATED SERVICE

WHEREAS, Ward Roney was elected to the San Miguel Community Services District Board of Directors in December 2020 and has served for three and a half years; and

WHEREAS, Ward Roney resigned due to relocating out of state; and

WHEREAS, Ward Roney honored the position of Director by demonstrating his commitment and dedication to San Miguel Community Services District and its residents by providing leadership and service to many District-wide projects, including, but not limited to, the creation and adoption of a District Strategic Plan; and

WHEREAS, Ward Roney is a respected person in the community with the contribution of his time, knowledge and good nature that generates goodwill for the District and community; and

WHEREAS, Ward Roney was committed to the betterment of the Fire Department and District as a whole, throughout his term in the community of San Miguel; and

WHEREAS, Ward Roney is leaving the District having made a positive impression of the San Miguel Community Services District and deserves special recognition; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Miguel Community Services District does hereby recognize Ward Roney for his three and a half years of dedicated service to the San Miguel Community Services District and the entire community.

On the Motion of Director _____, Seconded by Director _____, and on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed and adopted the 27th day of July 2023.

Raynette Gregory, Director

Rod Smiley, Director

Anthony Kalvans, Director

Owen Davis, Director

Berkley Baker, Director

ATTEST:

Kelly Dodds, General Manager

Scott Young, Fire Chief

Tamara Parent, Board Clerk

APPROVED AS TO FORM:

Douglas L. White, District General Counsel

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 12.1

SUBJECT: Discussion regarding public representations by Board members and Brown Act updates.

SUGGESTED ACTION: None.

DISCUSSION:

As we enter into a new fiscal year with new Board members, the General Counsel's office will provide an overview of Chapter 5, sections A through E, of the Board Members' Handbook, as well as provide an update on recent Brown Act legislation.

FISCAL IMPACT:

None

PREPARED BY: Christina Pritchard

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 12.2

SUBJECT: Elect Board officers for remainder of 2023 (Dodds)

SUGGESTED ACTION: Nominate and Elect Board of Director Officers for remainder of 2023

DISCUSSION:

This item was tabled from the May 25th Board meeting.

The Board of Directors (“Board”) of San Miguel Community Services District (“District”) elected Ward Roney to serve as Board President in December of 2022. This term expires in December 2023.

The Board elected Raynette Gregory to serve as Board Vice-President in December 2022. This term expires in December 2023

District Board Rules & By laws provides for the annual election of Board officers, specifically President and Vice-President. Chapter 2.C of the District Board By-laws states that *The President and Vice-President of the Board shall be elected annually at the first regular meeting in December.* No Specific procedures for nomination and election of officers are delineated.

With the resignation of Director Roney a new president should be voted on.

The Board can either elect new President and Vice President or elect a new president only.

Current Officers:

President: Vacated by Ward Roney upon resignation.

Vice-President: Raynette Gregory

Nominations:

President: _____ S: _____

Vice-President: _____ S: _____

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 12.3

SUBJECT: Financial Reports - June 2023 (Hido)

SUGGESTED ACTION:

Please *Review* the June 2023 SMCSD Financial Reports.

After the SMCSD Audit is completed, all adjusting journal entries are processed, and the 22/23 FY is closed- all Financial Reports that were presented for Review Only will be finalized. Those reports will then be presented to the Board for *Receive and File* approvals.

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Michelle Hido



San Miguel Community Services District JUNE 2023 Financial Report

July 19th, 2023

BOARD ACTION: Review the enumeration of Financial Reports for June 2023

JUNE 2023 Revenue: \$249,849.26

Sales Revenue 77.5%, Property Taxes 7.4%, Franchise Fees 3.1%, Other (including grants received) 11.9%

JUNE 2023 Expenses: \$278,277.21

The District's THU Loan escrow account at Community Bank of Santa Maria was compromised on 6/9/2023, and \$30,183.29 in fraudulent charges were charged. Staff is working with the Bank to correct and reverse the fraudulent charges, which will be reversed in the July Financial Reports provided in August.

FIRE DEPT PROJECTS:

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

JUNE costs: \$0

Project costs to date: \$7,944.34 (40% spent)

Status: In Process

Fire Temporary Housing Unit

JUNE costs: Beacon Geo, NRB Drafting – Unknown \$1,175.00

Resolution 2022-21, 22: Budget: \$274,378.95 Escrow amount used: \$117,305.00 (42.75% spent)

Costs not paid through Escrow to date: \$13,465.84

Status: In Process

Total THU Project costs to date: \$130,770.84 (does not include June's fraudulent activity)

Fire Station Remodel- Budget: none

JUNE costs: \$0

Project costs to date: \$3,545.34

Status: In Process

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

JUNE costs: \$0

Project costs to date: \$40,496.08 (87.09% spent)

Status: In Process

Resolution 2022-48,52: RFC/VFF Equipment- Budget: \$36,307.18

JUNE costs: Curtis – Fire Shrouds x9 \$664.88

Project costs to date: \$36,470.42 (100% spent) Grant reimbursement check (\$18,114.87) received.

Status: Completed

UTILITY DEPT PROJECTS:

WWTF Expansion Resolution 2021-20, 32, 34, 2022-43, 2023-21- by SWRCB Order June 2018

JUNE costs: WSC – Engineering \$85,363.68

Project costs to date: \$837,850.35

Status: In Process

**San Miguel Community Services District
JUNE 2023 Financial Report**

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

JUNE costs: \$0
Project costs to date: \$167,965.65 (81% spent)
Status: In Process

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

JUNE costs: \$0
Status: Started

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

JUNE costs: \$0
Project costs to date: \$18,075.00 (36% spent)
Status: In Process

WWTF Resolution 2022-66: SLT Tank & Booster Pump- Budget: \$22,960.00

JUNE costs: WSC – Engineering & Surveys - \$4,451.25
Project costs to date: \$25,734.61 (112% spent)
Status: In Process

WWTF Resolution 2022-67: Recycled Water Pipeline- Budget: \$217,355.00

JUNE costs: WSC – Engineering \$2,047.31
Project costs to date: \$18,526.75 (9% spent)
Status: In Process

WWTF Resolution 2022-64: 0.64M Tank Inspection & Coating Repair- Budget: \$67,660.00

JUNE costs: \$0
Project costs to date: \$11,360.00 (17% spent)
Status: Started

LEGAL SERVICES

2022/23 LEGAL EXPENSES TO DATE:

JUNE Legal bills: not received

BOARD MEETINGS:	\$ 11,987.49
CSD BOARD REQUESTS:	\$ 1,160.92
FIRE:	\$ 3,499.60
GENERAL CSD/ADMIN:	\$ 29,862.60
GENERAL HR AND HR CONTRACTS:	\$ 36,069.92
HR INVESTIGATION/ARBITRATION:	\$ -
PUBLIC RECORDS REQUESTS:	\$ 794.58
RECALL:	\$ 1,310.39
SEWER:	\$ 8,882.00
SOLID WASTE:	\$ 2,152.80
WATER:	\$ 1,390.20

**San Miguel Community Services District
JUNE 2023 Financial Report**

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

- SLO COUNTY APCD \$4,145.31 – 2023-24 Annual Permits
- FGL \$4,089.00 – WWTF Monthly Monitoring and Analysis
- ULine \$4,031.76 – Pallet Racks & Picnic Table
- CIO Solutions \$3,400.00 – Monthly IT Support
- API \$2,200.00 – Office Trailer Rental June

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

CalPERS (Employer costs only)	\$12,732.65
PG&E (Facilities & Lighting)	\$13,480.79
US Bank SMCSD Credit Cards	\$5,048.85
WEX Bank SMCSD District Vehicle Fuel	\$1,042.28

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

RECOMMENDATION:

Please Review the June 2023 SMCSD Financial Reports.

After the 2022/23 SMCSD Audit is completed, all adjusting journal entries are processed, and the 2022/23 FY is closed- all Financial Reports that were presented for Review only will be finalized and presented to the Board for Receive and File approvals.

PREPARED BY:

Michelle Hido, SMCSD Financial Officer

REVIEWED BY:

Kelly Dodds, SMCSD 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
9338	20324S	743 API ATLAS PERFORMANCE	2,200.00						
1	RI141141	06/07/23 CSD OFFICE TRAILER RENTAL JU	110.00			30 63000	949		10200
2	RI141141	06/07/23 CSD OFFICE TRAILER RENTAL JU	990.00			40 64000	949		10200
3	RI141141	06/07/23 CSD OFFICE TRAILER RENTAL JU	990.00			50 65000	949		10200
4	RI141141	06/07/23 CSD OFFICE TRAILER RENTAL JU	110.00			60 66000	949		10200
		Total for Vendor:	2,200.00						
9340	20325S	754 APPLIED TECHNOLOGY GROUP, INC	1,534.70						
1	INV0026617	05/26/23 E8668 COMMS SERVICE	1,534.70*			20 62000	351		10200
		Total for Vendor:	1,534.70						
9324	-99169E	714 AT&T MOBILITY	95.68						
		FIRE CELL PHONES							
1	06102023	06/02/23 FIRE CELL PHONE - ROBERSON	50.35*			20 62000	465		10200
2	06102023	06/02/23 FIRE CELL PHONE - YOUNG	45.33*			20 62000	465		10200
		Total for Vendor:	95.68						
9337	20326S	622 BALDWIN ELECTRIC SERVICE	914.83						
		STREET LIGHT POLE REPAIR							
1	553 05/28/23	STREET LIGHT POLE REPAIR	914.83			30 63000	353		10200
		Total for Vendor:	914.83						
9344	20338S	596 BAUER COMPRESSORS INC.	2,046.59						
		2023 BA Equipment Service							
1	308459 06/22/23	SERVICE & BA TEST/CERT2023	2,046.59*			20 62000	351		10200
		Total for Vendor:	2,046.59						
9422	-99151E	688 BEACON GEOTECHNICAL	200.00						
		PROJECT F-102772							
		SMF THU							
1	9711 06/22/23	UNKNOWN	200.00*			20 62000	511 21006		10461
		Total for Vendor:	200.00						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9312	20306S	420 CALIFORNIA RURAL WATER ASSOC.	709.00						
2	05/15/23	2023-24 membership	709.00*			50 65000	385		10200
		Total for Vendor:	709.00						
9383	-99159E	416 CALPERS	57.60						
		CalPers 1959 Survivor EMPLOYER PREMIUM FY 2022/2022 4680							
1	17210491	06/26/23 CalPers 1959 Survivor CLASSI	3.46*			20 62000	225		10250
2	17210491	06/26/23 CalPers 1959 Survivor CLASSI	1.66			30 63000	225		10250
3	17210491	06/26/23 CalPers 1959 Survivor CLASSI	16.27			40 64000	225		10250
4	17210491	06/26/23 CalPers 1959 Survivor CLASSI	34.63*			50 65000	225		10250
5	17210491	06/26/23 CalPers 1959 Survivor CLASSI	1.58			60 66000	225		10250
9384	-99158E	416 CALPERS	156.00						
		CalPers 1959 Survivor EMPLOYER PREMIUM FY 2022/2023 26019							
1	17209236	06/26/23 CalPers 1959 Survivor PEPRA	26.21*			20 62000	225		10250
2	17209236	06/26/23 CalPers 1959 Survivor PEPRA	2.26			30 63000	225		10250
3	17209236	06/26/23 CalPers 1959 Survivor PEPRA	62.01			40 64000	225		10250
4	17209236	06/26/23 CalPers 1959 Survivor PEPRA	63.26*			50 65000	225		10250
5	17209236	06/26/23 CalPers 1959 Survivor PEPRA	2.26			60 66000	225		10250
9387	-99157E	416 CALPERS	93.56						
		CalPers 26019 Retirement/PEPRA FINAL FOR M. SOBOTKA							
2	17142261	04/30/23 MS CalPers 3100 Retirement	1.87			30 21851			10250
3	17142261	04/30/23 MS CalPers 3100 Retirement	74.85			40 21851			10250
4	17142261	04/30/23 MS CalPers 3100 Retirement	14.97			50 21851			10250
5	17142261	04/30/23 MS CalPers 3100 Retirement	1.87			60 21851			10250
		Total for Vendor:	307.16						
9323	-99170E	67 CHARTER COMMUNICATIONS	129.98						
		Acct# 8245 10 105 0027311 Spectrum Business Internet/Voice							
		Service 6/11/23 - 7/10/23							
1	7311061123	06/11/23 Internet/Voice FIRE JUNE	129.98			20 62000	375		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9325	-99168E	67 CHARTER COMMUNICATIONS	648.98						
	Acct# 212691601	Spectrum Enterprise Internet							
	Service 6/01/23 - 6/30/23								
1	06/01/23	INTERNET LIFT STATION JUNE	119.98*			40 64000	375		10200
2	06/01/23	WWTF FIBER JUNE	10.58*			30 63000	375		10200
3	06/01/23	WWTF FIBER JUNE	253.92*			40 64000	375		10200
4	06/01/23	WWTF FIBER JUNE	253.92*			50 65000	375		10200
5	06/01/23	WWTF FIBER JUNE	10.58*			60 66000	375		10200
		Total for Vendor:	778.96						
9356	20339S	712 CIO SOLUTIONS	3,400.00						
1	102751-123	06/14/23 IT SUPPORT - JUNE	816.00*			20 62000	321		10200
2	102751-123	06/14/23 IT SUPPORT - JUNE	85.00*			30 63000	321		10200
3	102751-123	06/14/23 IT SUPPORT - JUNE	1,224.00*			40 64000	321		10200
4	102751-123	06/14/23 IT SUPPORT - JUNE	1,207.00*			50 65000	321		10200
5	102751-123	06/14/23 IT SUPPORT - JUNE	68.00*			60 66000	321		10200
		Total for Vendor:	3,400.00						
9336	20327S	429 COUNTY OF SAN LUIS OBISPO - EH	243.30						
1	IN0144302	05/31/23 CROSS CONNECTION- ADMIN COS	243.30*			50 65000	362		10200
		Total for Vendor:	243.30						
9313	20328S	112 FGL - ENVIRONMENTAL ANALYTICAL	89.00						
1	381502A	06/08/23 WWTF LIFT STATION WET CHEM	89.00*			40 64000	355		10200
9314	20328S	112 FGL - ENVIRONMENTAL ANALYTICAL	89.00						
1	381558A	06/08/23 WWTF LIFT STATION WET CHEM	89.00*			40 64000	355		10200
9315	20328S	112 FGL - ENVIRONMENTAL ANALYTICAL	189.00						
1	381559A	06/08/23 WASTEWATER INFLUENT WET CHEM	189.00*			40 64000	355		10200
9316	20328S	112 FGL - ENVIRONMENTAL ANALYTICAL	189.00						
1	381501A	06/08/23 WASTEWATER INFLUENT WET CHEM	189.00*			40 64000	355		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9317 1	20328S 381625A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/13/23 WASTEWATER INFLUENT WET CHEM	189.00 189.00*			40 64000	355		10200
9318 1	20328S 381628A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/13/23 EFFLUENT MONITORING METALS	212.00 212.00*			40 64000	355		10200
9319 1	20328S 381645A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/13/23 ARSENIC MONITORING METALS	123.00 123.00*			50 65000	358		10200
9320 1	20328S 381383A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/13/23 WELL3 IOC//VOC RADIO	544.00 544.00*			50 65000	357		10200
9321 1	20328S 381624A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/13/23 WWTF LIFT STATION WET CHEM	89.00 89.00*			40 64000	355		10200
9335 1	20328S 381587A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/07/23 ARSENIC MONITORING METALS	123.00 123.00*			50 65000	358		10200
9357 1	20340S 381627A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/19/23 GROUNDWATER MONITORING	201.00 201.00*			40 64000	355		10200
9358 1	20340S 381626A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/19/23 WATER SUPPLY MONITORING	88.00 88.00*			40 64000	355		10200
9359 1	20340S 381715A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/19/23 WWTF LIFT STATION	89.00 89.00*			40 64000	355		10200
9360 1	20340S 381903A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/20/23 GROUP A MONITORING	163.00 163.00*			50 65000	359		10200
9361 1	20340S 381716A	112 FGL - ENVIRONMENTAL ANALYTICAL 06/21/23 WASTEWATER INFLUENT WET CHEM	189.00 189.00*			40 64000	355		10200

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9362	20340S	112 FGL - ENVIRONMENTAL ANALYTICAL	123.00						
1	381788A	06/21/23 ARSENIC MONITORING METALS	123.00*			50 65000	358		10200
9363	20340S	112 FGL - ENVIRONMENTAL ANALYTICAL	368.00						
1	381787A	06/21/23 ROUTINE MONITORING	368.00*			50 65000	359		10200
9364	20340S	112 FGL - ENVIRONMENTAL ANALYTICAL	89.00						
1	381853A	06/21/23 WWTF LIFT STATION WET CHEM	89.00*			40 64000	355		10200
9365	20340S	112 FGL - ENVIRONMENTAL ANALYTICAL	503.00						
1	381855A	06/21/23 COPPER & LEAD MONITORING	503.00*			50 65000	359		10200
9366	20340S	112 FGL - ENVIRONMENTAL ANALYTICAL	128.00						
1	381534A	06/22/23 ROUTINE MONITORING	128.00*			50 65000	359		10200
9375	20340S	112 FGL - ENVIRONMENTAL ANALYTICAL	189.00						
1	381854A	06/28/23 WASTEWATER INFLUENT WET CHEM	189.00*			40 64000	355		10200
9376	20340S	112 FGL - ENVIRONMENTAL ANALYTICAL	123.00						
1	381907A	06/28/23 ARSENIC MONITORING METALS	123.00*			50 65000	358		10200
		Total for Vendor:	4,089.00						
9339	20329S	125 GREAT WESTERN ALARM	35.00						
	GW-661								
		Service Period: 5/2023							
1	2305005451	06/01/23 Alarm Monitoring JUNE	35.00			20 62000	380		10200
9372	20341S	125 GREAT WESTERN ALARM	100.00						
	A0702 UTILITIES EMERGENCY								
		Service Period: 7/2023							
1	230602242	07/01/23 Answering Service JULY	50.00			40 64000	380		10200
2	230602242	07/01/23 Answering Service JULY	50.00			50 65000	380		10200
		Total for Vendor:	135.00						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9329	20330S	684 INTERNATIONAL CODE COUNCIL, INC	145.00						
1	M# 9300267	06/15/23 ANNUAL ICC MEMBERSHIP 2023	145.00*			20 62000	385		10200
		Total for Vendor:	145.00						
9381	20342S	147 JB DEWAR	1,189.56						
1	247322	06/16/23 Clear Diesel- 208.1 GAL	1,009.99			20 62000	485		10200
2	247322	06/16/23 Clear Diesel- 18.5 GAL	89.79			40 64000	485		10200
3	247322	06/16/23 Clear Diesel- 18.5 GAL	89.78			50 65000	485		10200
		Total for Vendor:	1,189.56						
9310	20316S	182 NAPA AUTO PARTS	181.47						
1	188843	06/01/23 BATTERY	181.47			50 65000	353		10200
		Total for Vendor:	181.47						
9423	-99150E	725 NRB DRAFTING SERVICES, INC	975.00						
1	06/22/23	UNKNOWN	975.00*			20 62000	511	21006	10461
		23-05/05-038							
		Total for Vendor:	975.00						
9349	-99163E	208 PG&E #6480-8	1,129.54						
		Acct #8565976480-8							
1	06/15/23	12th & K 8565976725	10.02			30 63000	381		10200
2	06/15/23	11TH STREET - 8562053214	49.03			30 63000	381		10200
3	06/15/23	RIO MESA CIR - 8564394360	24.28			30 63000	381		10200
4	06/15/23	VERDE/RIO MESA - 8560673934	60.72			30 63000	381		10200
5	06/15/23	Mission Heights - 8565976482	176.18			30 63000	381		10200
6	06/15/23	Tract 2605 - 8565976109	37.75			30 63000	381		10200
7	06/15/23	9898 River Rd. - 8565976002	364.53			30 63000	381		10200
8	06/15/23	9898 River Rd. - 8565976004	45.41			30 63000	381		10200
9	06/15/23	9898 River Rd. - 8565976008	213.51			30 63000	381		10200
10	06/15/23	9898 River Rd. - 8565976014	73.63			30 63000	381		10200
11	06/15/23	9898 River Rd. - 8565976481	53.45			30 63000	381		10200
12	06/15/23	9898 River Rd. - 8565976483	21.03			30 63000	381		10200
		Total for Vendor:	1,129.54						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9348	-99164E	209 PG&E #6851-8	12,351.25						
Acct #3675186851-8									
1	06/16/23	Old Fire Station/1297 L St	24.58			20 62000	381		10200
2	06/16/23	Fire Station/1150 Mission	9.53			20 62000	381		10200
3	06/16/23	Water Works #1/Well 3	2,743.05*			50 65000	381		10200
4	06/16/23	Bonita Pl & 16th/Well 4	1,678.17*			50 65000	381		10200
5	06/16/23	N St/WWTF	7,405.98*			40 64000	381		10200
6	06/16/23	2HP Booster Station	9.53*			50 65000	381		10200
7	06/16/23	Mission Heights Booster	11.92*			50 65000	381		10200
8	06/16/23	14th St. & K St.	75.84*			50 65000	381		10200
9	06/16/23	942 Soka Way lift station	89.31			40 64000	379		10200
10	06/16/23	Missn&12th Landscape-St light	114.83			30 63000	381		10200
11	06/16/23	SLT Well	188.51*			50 65000	381		10200
Total for Vendor:			12,351.25						
9377	20343S	651 PITTMAN, DUSTIN	95.00						
CSM-1 RENEWAL FEE MEMBER									
1	758825	06/28/23 CWEA Membership Reimbursement	95.00*			40 64000	385		10200
Total for Vendor:			95.00						
9350	20344S	481 SAN MIGUEL COMMUNITY SERVICES	906.24						
20547-00									
1	06/15/23	1203 Mission Irrig Mtr 20547-0	906.24			30 63000	384		10200
9351	20344S	481 SAN MIGUEL COMMUNITY SERVICES	54.09						
1	06/15/23	942 Soka Way 20840-00	54.09			40 64000	384		10200
9352	20344S	481 SAN MIGUEL COMMUNITY SERVICES	138.64						
Acct#27475-00									
1	06/15/23	1765 Bonita 27475-00	138.64			40 64000	384		10200
9353	20344S	481 SAN MIGUEL COMMUNITY SERVICES	89.34						
ACCT# 27476-00									
1	06/15/23	1199 Mission Irrig Mtr 27476-0	89.34			30 63000	384		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9354 01004-00	20344S	481 SAN MIGUEL COMMUNITY SERVICES	178.82						
1	06/15/23	1150 Mission Street 1004-00	178.82*			20 62000	384		10200
9355 01004B-00	20344S	481 SAN MIGUEL COMMUNITY SERVICES	2.00						
1	06/15/23	1150 Mission Street 1004B-00	2.00*			20 62000	384		10200
		Total for Vendor:	1,369.13						
9306 JUNE BOARD MEETING	20319S	731 SAN MIGUEL SENIORS CENTER	150.00						
1	06-2023	06/05/23 JUNE 22ND BOARD MEETING	30.75*			20 62000	305		10200
2	06-2023	06/05/23 JUNE 22ND BOARD MEETING	3.00			30 63000	305		10200
3	06-2023	06/05/23 JUNE 22ND BOARD MEETING	57.00*			40 64000	305		10200
4	06-2023	06/05/23 JUNE 22ND BOARD MEETING	56.25*			50 65000	305		10200
5	06-2023	06/05/23 JUNE 22ND BOARD MEETING	3.00			60 66000	305		10200
9370 JUNE SPECIAL BOARD MEETING	20345S	731 SAN MIGUEL SENIORS CENTER	150.00						
1	06-2023	SP 06/29/23 JUNE 29TH SP BOARD MEETING	30.75*			20 62000	305		10200
2	06-2023	SP 06/29/23 JUNE 29TH SP BOARD MEETING	3.00			30 63000	305		10200
3	06-2023	SP 06/29/23 JUNE 29TH SP BOARD MEETING	57.00*			40 64000	305		10200
4	06-2023	SP 06/29/23 JUNE 29TH SP BOARD MEETING	56.25*			50 65000	305		10200
5	06-2023	SP 06/29/23 JUNE 29TH SP BOARD MEETING	3.00			60 66000	305		10200
		Total for Vendor:	300.00						
9330 SLO County APCD ACCOUNT# 4103	20331S	5 SLO COUNTY AIR POLLUTION CONTROL	4,145.31						
1	22956	06/09/23 PERMIT 2356-1 942 SOKA LIFT S	1,251.47*			40 64000	715		10200
2	22956	06/09/23 PERMIT 2228-2 1581 BONITA PL	270.00*			50 65000	715		10200
3	22956	06/09/23 PERMIT 1133-2 610 12TH ST	270.00*			50 65000	715		10200
4	22956	06/09/23 PERMIT 1856-2 1765 BONITA PL	465.52*			60 66000	715		10200
5	22956	06/09/23 PERMIT 2229-2 8687 MARTINEZ	270.00*			50 65000	715		10200
6	22956	06/09/23 PERMIT 1134-1 NORTH N ST	1,618.32*			40 64000	715		10200
		Total for Vendor:	4,145.31						

* ... Over spent expenditure

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9345	20346S	611 SLO FIRE INVESTIGATION STRIKE	25.00						
		2022 SLOFIST Membership Dues							
1	2023 06/19/23	Membership Dues 2023	25.00*			20 62000	385		10200
		Total for Vendor:	25.00						
9265	-99173E	657 SOCALGAS	17.37						
		ACCT 06309852306							
		610 120TH ST - WELL 3							
1	06/01/23	WELL 3 NATURAL GAS 610 12th	17.37			50 65000	396		10200
9266	-99172E	657 SOCALGAS	17.37						
		ACCT 06307077625							
		8687 MARTINEZ - SLT WELL							
1	06/01/23	SLT WELL PROPANE 8687 MARTINEZ	17.37			50 65000	396		10200
9267	-99171E	657 SOCALGAS	18.96						
		ACCT 19327007118							
		942 SOKA WAY - LIFT STATION							
1	06/01/23	LIFT STATION 942 SOKA WAY	18.96			40 64000	396		10200
		Total for Vendor:	53.70						
9327	20332S	280 TEMPLETON UNIFORMS	494.82						
1	154042 06/05/23	FULL UNIFORM - YOUNG	494.82			20 62000	495		10200
		Total for Vendor:	494.82						
9341	20354S	281 TESCO CONTROLS INC	1,032.50						
		Cust Number: SAN/MI							
		Job Number: 45073R							
1	0080016-IN 06/15/23	SET UP REPLMNT USB MODEM	1,032.50*			50 65000	351		10200
		Total for Vendor:	1,032.50						
9328	20334S	491 ULINE	2,434.54						
1	164190913 05/30/23	TRASH CAN	1,027.77*			60 66000	353		10200
2	164190913 05/30/23	PALLET RACKS	70.33			30 63000	305		10200
3	164190913 05/30/23	PALLET RACKS	633.05*			40 64000	305		10200
4	164190913 05/30/23	PALLET RACKS	633.05*			50 65000	305		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5	164190913	05/30/23 PALLET RACKS	70.34			60 66000	305		10200
9371	20347S	491 ULINE	1,597.22						
1	164868138	06/15/23 PICNIC TABLE	79.86			30 63000	305		10200
2	164868138	06/15/23 PICNIC TABLE	718.75*			40 64000	305		10200
3	164868138	06/15/23 PICNIC TABLE	718.75*			50 65000	305		10200
4	164868138	06/15/23 PICNIC TABLE	79.86			60 66000	305		10200
Total for Vendor:			4,031.76						
9378	-99162E	301 US BANK	878.36						
TP STATEMENT DATE 6/22/2023									
1	TP JUNE 23	06/01/23 RINGCENTRAL JUNE PHONE	78.57			20 62000	310		10200
2	TP JUNE 23	06/01/23 RINGCENTRAL JUNE PHONE	8.18*			30 63000	310		10200
3	TP JUNE 23	06/01/23 RINGCENTRAL JUNE PHONE	117.86*			40 64000	310		10200
4	TP JUNE 23	06/01/23 RINGCENTRAL JUNE PHONE	116.20*			50 65000	310		10200
5	TP JUNE 23	06/01/23 RINGCENTRAL JUNE PHONE	6.55*			60 66000	310		10200
6	TP JUNE 23	06/07/23 USPS- STAMPS	30.24*			20 62000	315		10200
7	TP JUNE 23	06/07/23 USPS- STAMPS	3.15			30 63000	315		10200
8	TP JUNE 23	06/07/23 USPS- STAMPS	45.36			40 64000	315		10200
9	TP JUNE 23	06/07/23 USPS- STAMPS	44.73			50 65000	315		10200
10	TP JUNE 23	06/07/23 USPS- STAMPS	2.52			60 66000	315		10200
11	TP JUNE 23	06/07/23 TP CSDA WORKSHOPS	96.00			20 62000	386		10200
12	TP JUNE 23	06/07/23 TP CSDA WORKSHOPS	10.00			30 63000	386		10200
13	TP JUNE 23	06/07/23 TP CSDA WORKSHOPS	144.00			40 64000	386		10200
14	TP JUNE 23	06/07/23 TP CSDA WORKSHOPS	142.00			50 65000	386		10200
15	TP JUNE 23	06/07/23 TP CSDA WORKSHOPS	8.00			60 66000	386		10200
16	TP JUNE 23	06/07/23 CRAIGSLIST UTL WKR JOB	12.50			40 64000	393		10200
17	TP JUNE 23	06/07/23 CRAIGSLIST UTL WKR JOB	12.50			50 65000	393		10200
9379	-99161E	301 US BANK	1,861.38						
KD STATEMENT DATE 6/22/2023									
1	KD JUNE 23	06/02/23 LOWES- AIRLESS PAINT SPRAY	341.21			40 64000	490		10200
2	KD JUNE 23	06/02/23 USPS UNCLAIMED PROPERTY	9.56*			50 65000	351		10200
3	KD JUNE 23	06/02/23 CSDA GM CONFERENCE HOTEL	36.18			30 63000	386		10200
4	KD JUNE 23	06/02/23 CSDA GM CONFERENCE HOTEL	325.59			40 64000	386		10200
5	KD JUNE 23	06/02/23 CSDA GM CONFERENCE HOTEL	325.59			50 65000	386		10200
6	KD JUNE 23	06/02/23 CSDA GM CONFERENCE HOTEL	36.18			60 66000	386		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
7	KD JUNE 23 06/20/23	SLO PLANNING 1765 BONITA	787.07			40 64000	587	20001	10200
9380	-99160E 301	US BANK	2,309.11						
	SY STATEMENT DATE 6/22/23								
1	SY JUNE 23 05/26/23	CCM- HVAC REPAIR	303.00			20 62000	352		10200
2	SY JUNE 23 05/26/23	CCM- HVAC REMOVAL	1,310.00			20 62000	352		10200
3	SY JUNE 23 06/07/23	CURTIS- FIRE SHROUDS X9	664.88*			20 62000	456		10200
4	SY JUNE 23 06/21/23	NAPA- STARBIT, CLEANER	28.24			20 62000	354		10200
5	SY JUNE 23 06/13/23	APPLE ICLLOUD STORAGE	2.99*			20 62000	465		10200
		Total for Vendor:	5,048.85						
9308	20320S 302	US POSTAL SERVICE	178.00						
	Annual PO Box Fees								
1	box 180 06/30/23	PO BOX FEES 2023/24	42.72*			20 62000	305		10200
2	box 180 06/30/23	PO BOX FEES 2023/24	4.45			30 63000	305		10200
3	box 180 06/30/23	PO BOX FEES 2023/24	64.08*			40 64000	305		10200
4	box 180 06/30/23	PO BOX FEES 2023/24	63.19*			50 65000	305		10200
5	box 180 06/30/23	PO BOX FEES 2023/24	3.56			60 66000	305		10200
		Total for Vendor:	178.00						
9342	20335S 327	VALLI INFORMATION SYSTEMS	1,079.95						
	MAY BILLING								
1	88534 05/31/23	Web Posting, Postage	202.85*			40 64000	374		10200
2	88534 05/31/23	Web Posting, Postage	202.85*			50 65000	374		10200
3	88534 05/31/23	Printing	107.47*			40 64000	374		10200
4	88534 05/31/23	Printing	107.48*			50 65000	374		10200
5	88534 05/31/23	OTC/Online Monthly Maintenance	37.50			40 64000	334		10200
6	88534 05/31/23	OTC/Online Monthly Maintenance	37.50			50 65000	334		10200
7	88534 05/31/23	Printed insert GREEN WASTE JUN	147.60			60 66000	395		10200
10	88534 05/31/23	Printed insert SORT SEP RTE MAY	180.40			60 66000	395		10200
11	88534 05/31/23	IVR SERVICE FEE	28.15*			40 64000	374		10200
12	88534 05/31/23	IVR SERVICE FEE	28.15*			50 65000	374		10200
9367	20348S 327	VALLI INFORMATION SYSTEMS	634.20						
	JUNE BILLING								
1	88952 06/22/23	Web Posting, Postage	206.39*			40 64000	374		10200
2	88952 06/22/23	Web Posting, Postage	206.40*			50 65000	374		10200

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3	88952 06/22/23	Printing	101.88*			40 64000	374		10200
4	88952 06/22/23	Printing	101.88*			50 65000	374		10200
5	88952 06/22/23	OTC/Online Monthly Maintenance	0.00			40 64000	334		10200
6	88952 06/22/23	OTC/Online Monthly Maintenance	0.00			50 65000	334		10200
7	88952 06/22/23	Printed insert GREEN WASTE JUN	16.40			60 66000	395		10200
11	88952 06/22/23	IVR SERVICE FEE	0.62*			40 64000	374		10200
12	88952 06/22/23	IVR SERVICE FEE	0.63*			50 65000	374		10200
Total for Vendor:			1,714.15						
9346 -99166E 511 VERIZON 50.04									
TABLETS: FIRE x2									
6/09/23 - 7/08/23									
1	9936753679 06/08/23	RR DATA PLAN	25.02*			20 62000	465		10200
2	9936753679 06/08/23	SY DATA PLAN	25.02*			20 62000	465		10200
9347 -99165E 511 VERIZON 329.48									
TABLETS: UTILITIES x4									
CELL PHONE: TMP, MS, TP, KD, DP									
06/09/23 - 7/08/23									
1	9936753678 06/08/23	UTILITIES CELL PHONES X4 J	12.37*			30 63000	465		10200
2	9936753678 06/08/23	UTILITIES CELL PHONES X4 J	111.42*			40 64000	465		10200
3	9936753678 06/08/23	UTILITIES CELL PHONES X4 J	111.42*			50 65000	465		10200
4	9936753678 06/08/23	UTILITIES CELL PHONES X4 J	12.38*			60 66000	465		10200
5	9936753678 06/08/23	T PARENT CELL PHONE JUNE	12.45*			20 62000	465		10200
6	9936753678 06/08/23	T PARENT CELL PHONE JUNE	1.30*			30 63000	465		10200
7	9936753678 06/08/23	T PARENT CELL PHONE JUNE	18.68*			40 64000	465		10200
8	9936753678 06/08/23	T PARENT CELL PHONE JUNE	18.42*			50 65000	465		10200
9	9936753678 06/08/23	T PARENT CELL PHONE JUNE	1.04*			60 66000	465		10200
10	9936753678 06/08/23	4GB DATA PLAN JUNE	1.50*			30 63000	465		10200
11	9936753678 06/08/23	4GB DATA PLAN JUNE	13.50*			40 64000	465		10200
12	9936753678 06/08/23	4GB DATA PLAN JUNE	13.50*			50 65000	465		10200
13	9936753678 06/08/23	4GB DATA PLAN JUNE	1.50*			60 66000	465		10200
Total for Vendor:			379.52						

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9307	20321S	732 WALLACE GROUP	20,759.11						
PROJ#	0406-0031-00								
1	59377	05/31/23 WWTF ENGINEERING 2022-43	20,759.11			40 64000	587	20001	10200
9373	20349S	732 WALLACE GROUP	53,905.00						
PROJ#	0406-0031-00								
1	59596	06/26/23 WWTF ENGINEERING 2022-43	53,905.00			40 64000	587	20001	10200
		Total for Vendor:	74,664.11						
9332	20336S	717 WATER SYSTEMS CONSULTING, INC	766.06						
PROJECTS	2295-11332								
PRJ#	22010								
1	8004	05/31/23 RCYCL WATER PIPELNE ENGINEERNG	766.06			40 64000	955	22010	10200
9333	20336S	717 WATER SYSTEMS CONSULTING, INC	4,085.00						
WWTF PROJECT									
PRJ	20001								
1	8006	05/31/23 WWTF PROJECT DESIGN	4,085.00			40 64000	587	20001	10200
9334	20336S	717 WATER SYSTEMS CONSULTING, INC	5,310.91						
1	8007	05/31/23 DISTRICT ENGINEERING 22-23	776.08			40 64000	326		10200
2	8007	05/31/23 DISTRICT ENGINEERING 22-23	776.08			50 65000	326		10200
3	8007	05/31/23 ALLEY WATERLINE REP 2022-14	1,257.50			50 65000	326		10200
4	8007	05/31/23 LIFT STATION FLOOD IMPR	2,501.25			40 64000	326		10200
9343	20336S	717 WATER SYSTEMS CONSULTING, INC	4,361.25						
SLT TANK/STATION	2022-66								
PRJ	21007								
1	8005	05/31/23 SLT TANK/STATION 2022-66	4,361.25			50 65000	961	21007	10200
9416	20374S	717 WATER SYSTEMS CONSULTING, INC	1,281.25						
PROJECTS	2295-11332								
PRJ#	22010								
1	8079	06/30/23 RCYCL WATER PIPELNE ENGINEERNG	1,281.25			40 64000	955	22010	10200

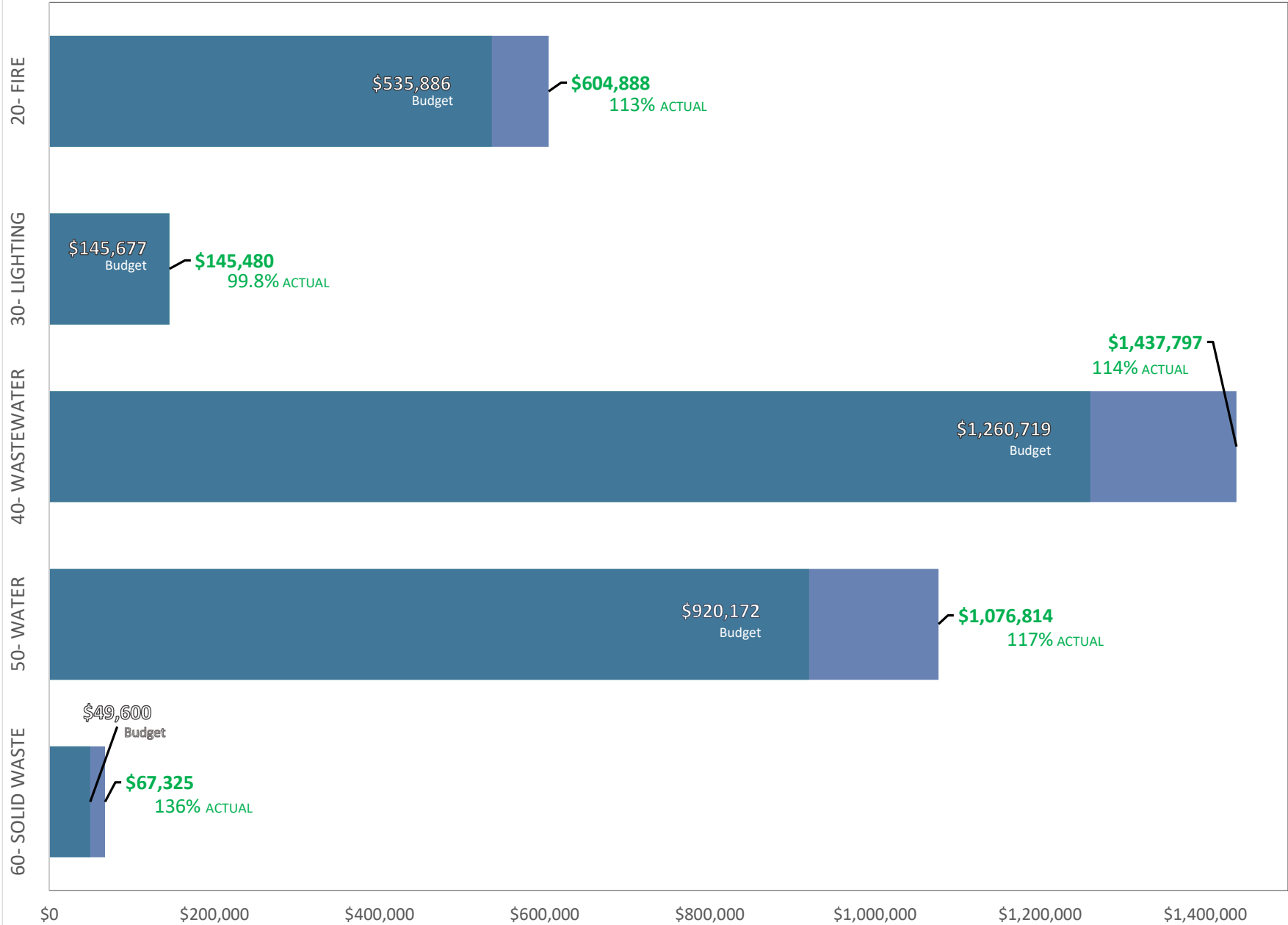
* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9417	20374S	717 WATER SYSTEMS CONSULTING, INC	5,827.50						
WWTF PROJECT PRJ 20001									
1	8080	06/30/23 WWTF PROJECT DESIGN	5,827.50			40 64000	587	20001	10200
9418	20374S	717 WATER SYSTEMS CONSULTING, INC	6,572.50						
1	8081	06/30/23 DISTRICT ENGINEERING 22-23	512.50			40 64000	326		10200
2	8081	06/30/23 DISTRICT ENGINEERING 22-23	512.50			50 65000	326		10200
3	8081	06/30/23 FIRE THU RES2022-21,22	1,157.50			20 62000	326	21006	10200
4	8081	06/30/23 TANK REHAB RES2022-64	540.00			50 65000	326		10200
5	8081	06/30/23 SLT TANK/BOOSTER RES2022-66	90.00			50 65000	961	21007	10200
6	8081	06/30/23 INDIAN VALLEY TRACT	1,880.00			40 64000	326		10200
7	8081	06/30/23 INDIAN VALLEY TRACT	1,880.00			50 65000	326		10200
Total for Vendor:			28,204.47						
9331	20337S	317 WESTERN JANITOR SUPPLY INC	57.92						
1	204847	06/08/23 CLEANSERS AND DETERGENT	28.96*			40 64000	305		10200
2	204847	06/08/23 CLEANSERS AND DETERGENT	28.96*			50 65000	305		10200
Total for Vendor:			57.92						
9326	-99167E	612 WEX BANK	1,042.28						
FUEL BILL CLOSING DATE: 6/07/23									
1	89802452	06/07/23 Fuel 8600 JUNE	188.26			20 62000	485		10200
2	89802452	06/07/23 Fuel 8601 JUNE	0.00			20 62000	485		10200
3	89802452	06/07/23 Fuel 8630 JUNE	0.00			20 62000	485		10200
4	89802452	06/07/23 FUEL OES	0.00			20 62000	307		10200
5	89802452	06/07/23 Fuel U8632 JUNE	251.88			40 64000	485		10200
8	89802452	06/07/23 Fuel U8632 JUNE	251.89			50 65000	485		10200
9	89802452	06/07/23 Fuel U8634 JUNE	0.00			40 64000	485		10200
10	89802452	06/07/23 Fuel U8634 JUNE	0.00			50 65000	485		10200
11	89802452	06/07/23 Fuel U8636 JUNE	184.91			50 65000	485		10200
12	89802452	06/07/23 Fuel U8636 JUNE	184.91			40 64000	485		10200
13	89802452	06/07/23 REBATE ADJUSTMENT	-3.47			20 62000	485		10200
14	89802452	06/07/23 REBATE ADJUSTMENT	-8.05			40 64000	485		10200
15	89802452	06/07/23 REBATE ADJUSTMENT	-8.05			50 65000	485		10200
Total for Vendor:			1,042.28						
# of Claims			81	Total:	155,462.56	# of Vendors	25		
Total Electronic Claims			22,361.94						

Total Non-Electronic Claims 133100.62

Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$10,570.61
10250 PAC PREMIER - PAYROLL	\$29.67
10461 COMMUNITY BANK OF SANTA MARIA	\$1,175.00
30 STREET LIGHTING DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$3,593.68
10250 PAC PREMIER - PAYROLL	\$5.79
40 WASTEWATER DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$112,173.84
10250 PAC PREMIER - PAYROLL	\$153.13
50 WATER DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$25,388.07
10250 PAC PREMIER - PAYROLL	\$112.86
60 SOLID WASTE DEPARTMENT	
10200 OPERATING CASH - PREMIER	\$2,254.20
10250 PAC PREMIER - PAYROLL	\$5.71
Total:	\$155,462.56

P6 2023 San Miguel CSD Revenue Actual vs Budget



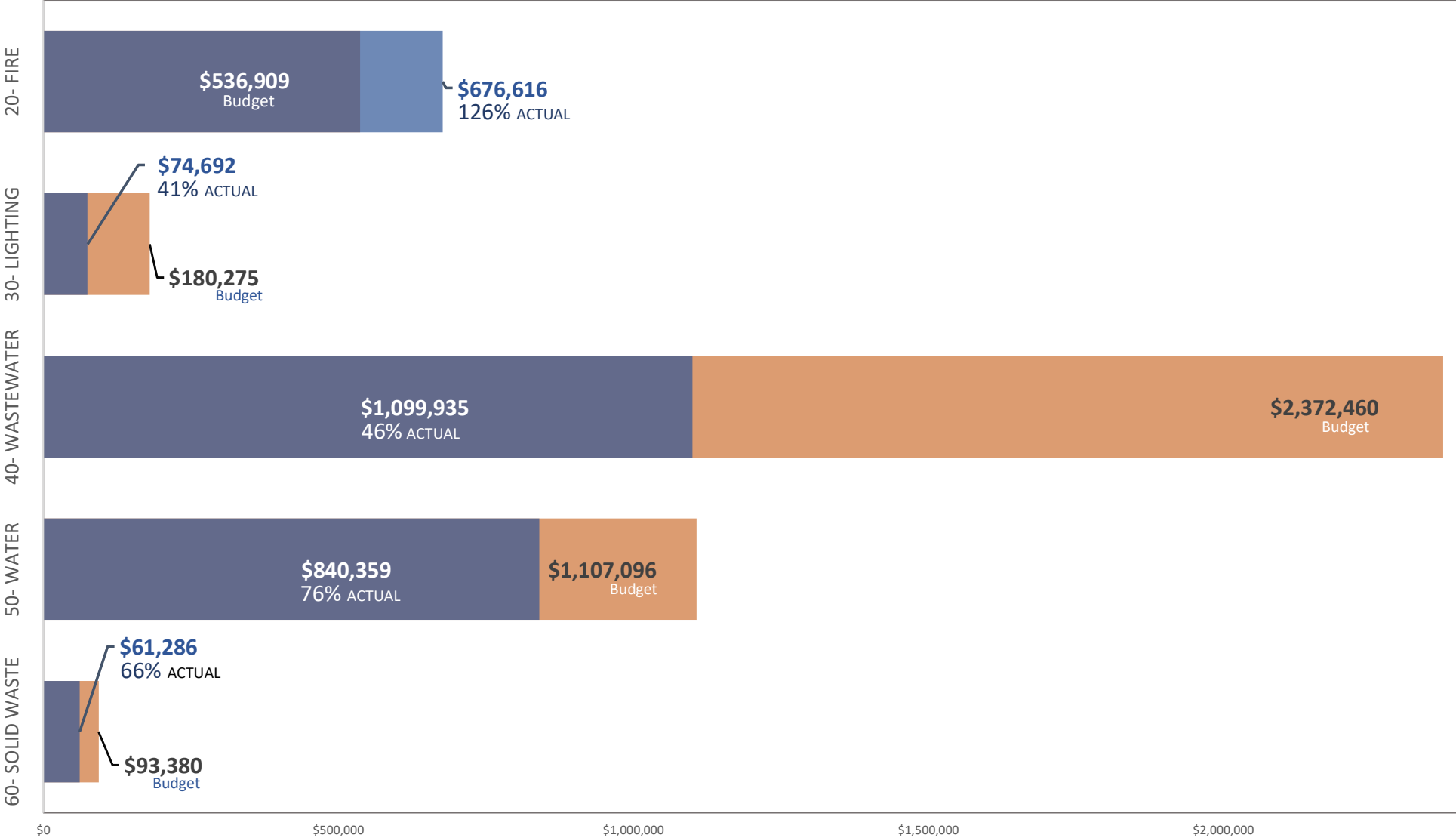
Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40300	Fireworks Permit Fees	0.00	4,200.00	0.00	-4,200.00	** %
40320	Fire Impact Fees	0.00	5,017.31	0.00	-5,017.31	** %
40420	Ambulance Reimbursement	1,350.05	5,335.91	5,000.00	-335.91	107 %
40500	VFF Assistance Grant	18,114.87	18,114.87	18,154.00	39.13	100 %
	Account Group Total:	19,464.92	32,668.09	23,154.00	-9,514.09	141 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	12,731.28	484,494.95	466,232.00	-18,262.95	104 %
	Account Group Total:	12,731.28	484,494.95	466,232.00	-18,262.95	104 %
46000	Interest Revenue					
46000	Interest Revenue	152.25	47,964.93	46,500.00	-1,464.93	103 %
46009	Grants - Other	0.00	132.00	0.00	-132.00	** %
46149	Refunded Fraudulent Charge	8,950.00	8,950.00	0.00	-8,950.00	** %
46150	Miscellaneous Income	0.00	465.66	0.00	-465.66	** %
46151	Refund/Adjustments	107.05	5,739.60	0.00	-5,739.60	** %
46153	Plan Check Fees and Inspections	0.00	2,100.00	0.00	-2,100.00	** %
46157	Donation	0.00	500.00	0.00	-500.00	** %
46175	Sale of Surplus Property	0.00	21,872.91	0.00	-21,872.91	** %
	Account Group Total:	9,209.30	87,725.10	46,500.00	-41,225.10	189 %
	Fund Total:	41,405.50	604,888.14	535,886.00	-69,002.14	113 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	3,726.87	149,517.11	145,677.00	-3,840.11	103 %
	Account Group Total:	3,726.87	149,517.11	145,677.00	-3,840.11	103 %
46000	Interest Revenue					
46000	Interest Revenue	274.61	4,473.90	0.00	-4,473.90	** %
46009	Grants - Other	0.00	13.75	0.00	-13.75	** %
46100	Realized Earnings	-2,209.38	-14,930.69	0.00	14,930.69	** %
46150	Miscellaneous Income	0.00	148.51	0.00	-148.51	** %
46151	Refund/Adjustments	11.15	130.44	0.00	-130.44	** %
46155	Will Serve Processing Fees	0.00	400.00	0.00	-400.00	** %
46175	Sale of Surplus Property	0.00	5,727.06	0.00	-5,727.06	** %
	Account Group Total:	-1,923.62	-4,037.03	0.00	4,037.03	** %
	Fund Total:	1,803.25	145,480.08	145,677.00	196.92	100 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	0.00	29,445.35	0.00	-29,445.35	** %
40900	Wastewater Sales	101,689.42	1,173,676.81	1,099,618.00	-74,058.81	107 %
40901	Riverzone Surcharge	1,551.70	18,575.85	18,388.00	-187.85	101 %
40910	Wastewater Late Charges	1,861.37	19,526.01	0.00	-19,526.01	** %
	Account Group Total:	105,102.49	1,241,224.02	1,118,006.00	-123,218.02	111 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	2,003.74	75,720.70	72,713.00	-3,007.70	104 %
	Account Group Total:	2,003.74	75,720.70	72,713.00	-3,007.70	104 %
46000	Interest Revenue					
46000	Interest Revenue	461.31	5,685.48	0.00	-5,685.48	** %
46008	DWR Grants	0.00	34,750.00	70,000.00	35,250.00	50 %
46009	Grants - Other	0.00	198.00	0.00	-198.00	** %
46100	Realized Earnings	-2,663.79	-5,867.48	0.00	5,867.48	** %
46150	Miscellaneous Income	4,608.50	26,668.39	0.00	-26,668.39	** %
46151	Refund/Adjustments	160.58	2,132.71	0.00	-2,132.71	** %
46155	Will Serve Processing Fees	150.00	3,300.00	0.00	-3,300.00	** %
46175	Sale of Surplus Property	0.00	53,984.80	0.00	-53,984.80	** %
	Account Group Total:	2,716.60	120,851.90	70,000.00	-50,851.90	173 %
	Fund Total:	109,822.83	1,437,796.62	1,260,719.00	-177,077.62	114 %
50 WATER DEPARTMENT						
41000	Water Sales					
41000	Water Sales	87,117.68	963,465.83	920,172.00	-43,293.83	105 %
41001	Water Connection Fees	0.00	29,944.32	0.00	-29,944.32	** %
41003	Water Surcharge	44.00	535.00	0.00	-535.00	** %
41005	Water Late Charges	1,436.06	16,269.73	0.00	-16,269.73	** %
41010	Water Meter Fees	0.00	450.00	0.00	-450.00	** %
	Account Group Total:	88,597.74	1,010,664.88	920,172.00	-90,492.88	110 %
46000	Interest Revenue					
46000	Interest Revenue	113.93	1,245.03	0.00	-1,245.03	** %
46009	Grants - Other	0.00	195.25	0.00	-195.25	** %
46100	Realized Earnings	-665.95	-1,466.87	0.00	1,466.87	** %
46150	Miscellaneous Income	2.31	4,413.68	0.00	-4,413.68	** %
46151	Refund/Adjustments	158.34	4,755.91	0.00	-4,755.91	** %
46155	Will Serve Processing Fees	750.00	5,250.00	0.00	-5,250.00	** %
46175	Sale of Surplus Property	0.00	51,755.94	0.00	-51,755.94	** %
	Account Group Total:	358.63	66,148.94	0.00	-66,148.94	** %
	Fund Total:	88,956.37	1,076,813.82	920,172.00	-156,641.82	117 %

Fund	Account	Received			Revenue	
		Current Month	Received YTD	Estimated Revenue	To Be Received	% Received
60 SOLID WASTE DEPARTMENT						
46000	Interest Revenue					
46000	Interest Revenue	14.51	-2,170.38	0.00	2,170.38	** %
46005	Franchise Fees	7,836.14	48,079.88	39,600.00	-8,479.88	121 %
46009	Grants - Other	0.00	10,011.00	10,000.00	-11.00	100 %
46150	Miscellaneous Income	0.00	9,295.05	0.00	-9,295.05	** %
46151	Refund/Adjustments	8.92	107.03	0.00	-107.03	** %
46155	Will Serve Processing Fees	0.00	100.00	0.00	-100.00	** %
46175	Sale of Surplus Property	0.00	1,901.97	0.00	-1,901.97	** %
	Account Group Total:	7,859.57	67,324.55	49,600.00	-17,724.55	136 %
	Fund Total:	7,859.57	67,324.55	49,600.00	-17,724.55	136 %
	Grand Total:	249,847.52	3,332,303.21	2,912,054.00	-420,249.21	114 %

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT	41,405.50	604,888.14	535,886.00	-69,002.14	113 %
30 STREET LIGHTING DEPARTMENT	1,803.25	145,480.08	145,677.00	196.92	100 %
40 WASTEWATER DEPARTMENT	109,822.83	1,437,796.62	1,260,719.00	-177,077.62	114 %
50 WATER DEPARTMENT	88,956.37	1,076,813.82	920,172.00	-156,641.82	117 %
60 SOLID WASTE DEPARTMENT	7,859.57	67,324.55	49,600.00	-17,724.55	136 %
Grand Total:	249,847.52	3,332,303.21	2,912,054.00	-420,249.21	114 %

P6 2023 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	17,119.33	154,491.07	164,684.00	164,684.00	10,192.93	94 %
	111 BOD Stipend	88.00	1,078.00	2,880.00	2,880.00	1,802.00	37 %
	120 Workers' Compensation	0.00	30,752.74	11,312.00	11,312.00	-19,440.74	272 %
	121 Physicals	0.00	0.00	2,400.00	2,400.00	2,400.00	0 %
	125 Volunteer Firefighter Stipends	8,574.60	84,086.54	45,000.00	45,000.00	-39,086.54	187 %
	135 Payroll Tax - FICA/SS	498.24	4,979.29	2,790.00	2,790.00	-2,189.29	178 %
	140 Payroll Tax - Medicare	373.79	3,473.88	2,978.00	2,978.00	-495.88	117 %
	155 Payroll Tax - SUI	178.12	2,300.90	2,984.00	2,984.00	683.10	77 %
	160 Payroll Tax - ETT	3.79	43.42	0.00	0.00	-43.42	*** %
	205 Insurance - Health	1,113.99	10,593.63	14,592.00	14,592.00	3,998.37	73 %
	210 Insurance - Dental	62.74	714.08	697.00	697.00	-17.08	102 %
	215 Insurance - Vision	10.10	114.69	112.00	112.00	-2.69	102 %
	225 Retirement - PERS Expense	2,049.01	16,751.10	8,503.00	8,503.00	-8,248.10	197 %
	305 Operations & Maintenance	104.22	4,405.56	0.00	0.00	-4,405.56	*** %
	310 Phone & Fax Expense	78.57	1,143.26	1,500.00	1,500.00	356.74	76 %
	315 Postage, Shipping & Freight	30.24	593.49	200.00	200.00	-393.49	297 %
	319 Legal: P.R.A.s - Professional Svcs	0.00	406.80	360.00	360.00	-46.80	113 %
	320 Printing & Reproduction	0.00	364.34	0.00	0.00	-364.34	*** %
	321 IT Services - Professional Svcs	816.00	9,977.29	7,140.00	7,140.00	-2,837.29	140 %
	323 Auditor - Professional Svcs	0.00	2,465.00	4,200.00	4,200.00	1,735.00	59 %
	325 Accounting - Professional Svcs	0.00	1,236.20	7,200.00	7,200.00	5,963.80	17 %
	326 Engineering - Professional Svcs	1,157.50	1,157.50	2,000.00	2,000.00	842.50	58 %
	327 Legal: General - Professional Svcs	0.00	15,304.33	18,000.00	18,000.00	2,695.67	85 %
	328 Insurance - Prop & Liability	0.00	16,554.61	15,687.00	15,687.00	-867.61	106 %
	333 Legal: HR - Professional Svcs	0.00	9,648.40	0.00	0.00	-9,648.40	*** %
	334 Maintenance Agreements	0.00	2,341.62	5,000.00	5,000.00	2,658.38	47 %
	335 Meals	0.00	324.57	0.00	0.00	-324.57	*** %
	340 Meetings and Conferences	0.00	3.00	500.00	500.00	497.00	1 %
	345 Mileage Expense Reimbursement	0.00	0.00	250.00	250.00	250.00	0 %
	348 Safety Equipment and Supplies	0.00	365.01	0.00	0.00	-365.01	*** %
	350 Repairs & Maint - Computers	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	351 Repairs & Maint - Equip	3,581.29	13,520.38	5,000.00	5,000.00	-8,520.38	270 %
	352 Repairs & Maint - Structures	1,613.00	38,745.40	6,000.00	52,500.00	13,754.60	74 %
	354 Repairs & Maint - Vehicles	28.24	5,009.99	10,000.00	10,000.00	4,990.01	50 %
	359 Testing & Supplies - Other	0.00	396.46	0.00	0.00	-396.46	*** %
	370 Dispatch Services (Fire)	0.00	15,374.80	16,000.00	16,000.00	625.20	96 %
	375 Internet Expenses	129.98	639.64	2,000.00	2,000.00	1,360.36	32 %
	376 Web Page - Upgrade/Maint	0.00	768.00	1,000.00	1,000.00	232.00	77 %
	380 Utilities - Alarm Service	35.00	105.00	288.00	288.00	183.00	36 %
	381 Utilities - Electric	34.11	3,923.53	6,000.00	6,000.00	2,076.47	65 %
	382 Utilities - Propane	0.00	963.53	1,000.00	1,000.00	36.47	96 %
	384 Utilities - Water/Sewer	180.82	752.59	622.00	622.00	-130.59	121 %
	385 Dues and Subscriptions	170.00	14,049.52	5,234.00	5,234.00	-8,815.52	268 %
	386 Education and Training	96.00	4,449.64	10,000.00	10,000.00	5,550.36	44 %
	393 Advertising and Public Notices	0.00	338.09	1,000.00	1,000.00	661.91	34 %
	394 LAFCO Allocations	0.00	1,482.74	1,600.00	1,600.00	117.26	93 %
	395 Community Outreach	0.00	59.13	1,000.00	1,000.00	940.87	6 %
	405 Software	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
410	Office Supplies	0.00	2,025.64	1,000.00	1,000.00	-1,025.64	203 %
445	CPR/FIRST AID TRAINING MATERIAL	0.00	0.00	500.00	500.00	500.00	0 %
450	EMS Supplies	0.00	2,194.06	5,000.00	5,000.00	2,805.94	44 %
455	Fire Safety Gear & Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
456	VFF Assistance Grant	664.88	36,470.42	36,307.00	36,307.00	-163.42	100 %
465	Cell phones, Radios and Pagers	161.16	2,423.97	1,500.00	1,500.00	-923.97	162 %
470	Communication Equipment	0.00	3,952.04	7,500.00	7,500.00	3,547.96	53 %
475	Computer Supplies & Upgrades	0.00	6,283.48	0.00	1,772.82	-4,510.66	354 %
485	Fuel Expense	1,194.78	7,935.05	9,000.00	9,000.00	1,064.95	88 %
490	Small Tools & Equipment	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
495	Uniform Expense	494.82	895.13	5,000.00	5,000.00	4,104.87	18 %
500	Capital Outlay	0.00	0.00	0.00	394.80	394.80	0 %
503	Weed Abatement Costs	0.00	365.61	3,000.00	3,000.00	2,634.39	12 %
505	Fire Training Grounds	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
510	Fire Station Addition	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
511	Fire- Temp Housing Unit	1,175.00	19,128.71	6,800.00	6,800.00	-12,328.71	281 %
710	County Hazmat Dues	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
900	District Strategic Plan	0.00	324.00	0.00	0.00	-324.00	*** %
926	Fraudulent Charge	30,183.29	30,183.29	0.00	0.00	-30,183.29	*** %
949	Lease agreements	0.00	5,228.27	0.00	1,921.50	-3,306.77	272 %
960	Property Tax Expense	0.00	298.90	0.00	0.00	-298.90	*** %
981	Debt Svcs Equipt - Principle	0.00	34,208.17	0.00	0.00	-34,208.17	*** %
982	Debt Svcs Equipt - Interest	0.00	12,874.52	0.00	0.00	-12,874.52	*** %
983	Debt Svcs Structure- Principle	0.00	23,012.72	0.00	0.00	-23,012.72	*** %
984	Debt Svcs Structure - Interest	0.00	10,563.59	0.00	0.00	-10,563.59	*** %
	Account Total:	72,000.61	676,616.33	486,320.00	536,909.12	-139,707.21	126 %
	Account Group Total:	72,000.61	676,616.33	486,320.00	536,909.12	-139,707.21	126 %
	Fund Total:	72,000.61	676,616.33	486,320.00	536,909.12	-139,707.21	126 %
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000 Lighting							
105	Salaries and Wages	1,310.16	12,789.77	20,667.00	20,667.00	7,877.23	62 %
111	BOD Stipend	8.00	98.00	300.00	300.00	202.00	33 %
115	Payroll Expenses	0.00	0.00	250.00	250.00	250.00	0 %
120	Workers' Compensation	0.00	18.13	52.00	52.00	33.87	35 %
121	Physicals	0.00	0.00	50.00	50.00	50.00	0 %
135	Payroll Tax - FICA/SS	0.48	20.09	100.00	100.00	79.91	20 %
140	Payroll Tax - Medicare	20.37	190.07	300.00	300.00	109.93	63 %
155	Payroll Tax - SUI	0.36	55.21	971.00	971.00	915.79	6 %
160	Payroll Tax - ETT	0.00	1.11	0.00	0.00	-1.11	*** %
205	Insurance - Health	135.14	2,219.50	2,241.00	2,241.00	21.50	99 %
210	Insurance - Dental	5.17	65.60	115.00	115.00	49.40	57 %
215	Insurance - Vision	0.83	11.19	19.00	19.00	7.81	59 %
225	Retirement - PERS Expense	149.14	1,486.75	1,575.00	1,575.00	88.25	94 %
305	Operations & Maintenance	160.64	596.71	1,500.00	1,500.00	903.29	40 %
310	Phone & Fax Expense	8.18	104.68	90.00	90.00	-14.68	116 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
315	Postage, Shipping & Freight	3.15	12.38	100.00	100.00	87.62	12 %
319	Legal: P.R.A.s - Professional Svcs	0.00	42.38	45.00	45.00	2.62	94 %
320	Printing & Reproduction	0.00	1.68	150.00	150.00	148.32	1 %
321	IT Services - Professional Svcs	85.00	1,285.79	685.00	685.00	-600.79	188 %
323	Auditor - Professional Svcs	0.00	250.00	420.00	420.00	170.00	60 %
325	Accounting - Professional Svcs	0.00	126.00	720.00	720.00	594.00	18 %
326	Engineering - Professional Svcs	0.00	169.87	5,000.00	5,000.00	4,830.13	3 %
327	Legal: General - Professional Svcs	0.00	2,249.58	1,875.00	1,875.00	-374.58	120 %
328	Insurance - Prop & Liability	0.00	3,312.55	3,091.00	3,091.00	-221.55	107 %
329	New Hire Screening	0.00	0.00	50.00	50.00	50.00	0 %
330	Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Legal: SMEA - Professional Svcs	0.00	0.00	250.00	250.00	250.00	0 %
333	Legal: HR - Professional Svcs	0.00	515.91	400.00	400.00	-115.91	129 %
334	Maintenance Agreements	0.00	239.45	400.00	400.00	160.55	60 %
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 %
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	133.03	10,000.00	10,000.00	9,866.97	1 %
352	Repairs & Maint - Structures	0.00	0.00	500.00	500.00	500.00	0 %
353	Repairs & Maint - Infrastructure	914.83	8,603.98	10,000.00	10,000.00	1,396.02	86 %
354	Repairs & Maint - Vehicles	0.00	26.05	1,000.00	1,000.00	973.95	3 %
375	Internet Expenses	10.58	42.32	27.00	27.00	-15.32	157 %
376	Web Page - Upgrade/Maint	0.00	48.00	48.00	48.00	0.00	100 %
380	Utilities - Alarm Service	0.00	0.00	36.00	36.00	36.00	0 %
381	Utilities - Electric	1,244.37	14,708.12	20,000.00	20,000.00	5,291.88	74 %
382	Utilities - Propane	0.00	46.41	50.00	50.00	3.59	93 %
383	Utilities - Trash	0.00	0.00	63.00	63.00	63.00	0 %
384	Utilities - Water/Sewer	995.58	10,868.31	15,100.00	15,100.00	4,231.69	72 %
385	Dues and Subscriptions	0.00	311.85	1,348.00	1,348.00	1,036.15	23 %
386	Education and Training	46.18	141.20	2,000.00	2,000.00	1,858.80	7 %
393	Advertising and Public Notices	0.00	1.61	500.00	500.00	498.39	0 %
394	LAFCO Allocations	0.00	1,491.92	1,492.00	1,492.00	0.08	100 %
395	Community Outreach	0.00	3.02	150.00	150.00	146.98	2 %
410	Office Supplies	0.00	38.99	500.00	500.00	461.01	8 %
432	Utility Rate Design Study	0.00	0.00	30,000.00	47,452.50	47,452.50	0 %
465	Cell phones, Radios and Pagers	15.17	124.00	118.00	118.00	-6.00	105 %
475	Computer Supplies & Upgrades	0.00	575.77	1,000.00	1,770.00	1,194.23	33 %
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	129.24	160.00	160.00	30.76	81 %
500	Capital Outlay	0.00	11,016.92	0.00	13,541.12	2,524.20	81 %
715	Licenses, Permits and Fees	0.00	0.00	100.00	100.00	100.00	0 %
900	District Strategic Plan	0.00	33.75	0.00	0.00	-33.75	*** %
940	Bank Service Charges	0.00	0.00	15.00	15.00	15.00	0 %
949	Lease agreements	110.00	484.61	455.00	888.12	403.51	55 %
	Account Total:	5,223.33	74,691.50	148,078.00	180,274.74	105,583.24	41 %
	Account Group Total:	5,223.33	74,691.50	148,078.00	180,274.74	105,583.24	41 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Fund Total:		5,223.33	74,691.50	148,078.00	180,274.74	105,583.24	41 %
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
	105 Salaries and Wages	17,734.37	198,256.37	307,977.00	307,977.00	109,720.63	64 %
	109 Stand-by Hours	0.00	0.00	12,500.00	12,500.00	12,500.00	0 %
	111 BOD Stipend	144.00	1,764.00	4,320.00	4,320.00	2,556.00	41 %
	115 Payroll Expenses	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	120 Workers' Compensation	0.00	9,451.82	9,452.00	9,452.00	0.18	100 %
	121 Physicals	0.00	75.00	150.00	150.00	75.00	50 %
	135 Payroll Tax - FICA/SS	8.92	447.46	2,000.00	2,000.00	1,552.54	22 %
	140 Payroll Tax - Medicare	258.85	2,877.82	4,466.00	4,466.00	1,588.18	64 %
	155 Payroll Tax - SUI	6.76	1,224.76	14,475.00	14,475.00	13,250.24	8 %
	160 Payroll Tax - ETT	0.16	26.17	20.00	20.00	-6.17	131 %
	205 Insurance - Health	1,760.36	25,866.09	38,641.00	38,641.00	12,774.91	67 %
	206 Insurance - CalPers Health Retiree	0.00	0.00	1,700.00	1,700.00	1,700.00	0 %
	210 Insurance - Dental	-38.08	1,165.58	2,261.00	2,261.00	1,095.42	52 %
	215 Insurance - Vision	6.49	199.39	321.00	321.00	121.61	62 %
	225 Retirement - PERS Expense	1,875.38	25,865.22	32,000.00	32,000.00	6,134.78	81 %
	305 Operations & Maintenance	1,558.84	10,486.46	8,000.00	8,000.00	-2,486.46	131 %
	310 Phone & Fax Expense	117.86	2,153.42	2,000.00	2,000.00	-153.42	108 %
	315 Postage, Shipping & Freight	45.36	194.40	1,000.00	1,000.00	805.60	19 %
	319 Legal: P.R.A.s - Professional Svcs	0.00	610.19	540.00	540.00	-70.19	113 %
	320 Printing & Reproduction	0.00	85.64	1,000.00	1,000.00	914.36	9 %
	321 IT Services - Professional Svcs	1,224.00	12,745.57	9,895.00	9,895.00	-2,850.57	129 %
	323 Auditor - Professional Svcs	0.00	4,060.00	4,480.00	4,480.00	420.00	91 %
	325 Accounting - Professional Svcs	0.00	1,857.80	7,680.00	7,680.00	5,822.20	24 %
	326 Engineering - Professional Svcs	5,669.83	19,813.06	25,000.00	25,000.00	5,186.94	79 %
	327 Legal: General - Professional Svcs	0.00	26,645.94	27,000.00	27,000.00	354.06	99 %
	328 Insurance - Prop & Liability	0.00	17,979.81	17,963.00	17,963.00	-16.81	100 %
	329 New Hire Screening	0.00	45.00	100.00	100.00	55.00	45 %
	330 Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	331 Legal: SMEA - Professional Svcs	0.00	5,225.05	3,500.00	3,500.00	-1,725.05	149 %
	333 Legal: HR - Professional Svcs	0.00	6,561.27	6,000.00	6,000.00	-561.27	109 %
	334 Maintenance Agreements	37.50	5,708.64	8,000.00	8,000.00	2,291.36	71 %
	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 %
	345 Mileage Expense Reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	348 Safety Equipment and Supplies	0.00	1,620.97	2,000.00	2,000.00	379.03	81 %
	349 Repairs & Maint - Mission Gardens	0.00	5,347.72	7,500.00	7,500.00	2,152.28	71 %
	350 Repairs & Maint - Computers	0.00	16.26	1,600.00	1,600.00	1,583.74	1 %
	351 Repairs & Maint - Equip	0.00	5,471.91	8,000.00	8,000.00	2,528.09	68 %
	352 Repairs & Maint - Structures	0.00	248.21	1,500.00	1,500.00	1,251.79	17 %
	353 Repairs & Maint - Infrastructure	0.00	335.33	15,000.00	15,000.00	14,664.67	2 %
	354 Repairs & Maint - Vehicles	0.00	4,377.90	3,000.00	3,000.00	-1,377.90	146 %
	355 Testing & Supplies (WWTP)	1,891.00	17,051.88	14,000.00	14,000.00	-3,051.88	122 %
	374 CSD Utilities - Billing Services	647.36	3,916.13	3,500.00	3,500.00	-416.13	112 %
	375 Internet Expenses	373.90	5,009.60	3,500.00	3,500.00	-1,509.60	143 %
	376 Web Page - Upgrade/Maint	0.00	768.00	768.00	768.00	0.00	100 %
	379 Utilities - Electric Mission Gardens	89.31	1,039.41	2,000.00	2,000.00	960.59	52 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
380	Utilities - Alarm Service	50.00	696.48	1,320.00	1,320.00	623.52	53 %
381	Utilities - Electric	7,405.98	83,638.41	80,000.00	80,000.00	-3,638.41	105 %
382	Utilities - Propane	0.00	731.49	510.00	510.00	-221.49	143 %
383	Utilities - Trash	0.00	706.24	701.00	701.00	-5.24	101 %
384	Utilities - Water/Sewer	192.73	2,252.18	2,470.00	2,470.00	217.82	91 %
385	Dues and Subscriptions	95.00	5,106.84	3,984.00	3,984.00	-1,122.84	128 %
386	Education and Training	469.59	1,590.89	2,500.00	2,500.00	909.11	64 %
393	Advertising and Public Notices	12.50	294.91	1,000.00	1,000.00	705.09	29 %
394	LAFCO Allocations	0.00	1,615.16	1,615.00	1,615.00	-0.16	100 %
395	Community Outreach	0.00	222.78	1,200.00	1,200.00	977.22	19 %
396	Utilities - SoCal Gas	18.96	173.86	1,000.00	1,000.00	826.14	17 %
410	Office Supplies	0.00	3,037.43	2,000.00	2,000.00	-1,037.43	152 %
432	Utility Rate Design Study	0.00	9,491.90	0.00	28,507.50	19,015.60	33 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
465	Cell phones, Radios and Pagers	143.60	1,575.33	1,394.00	1,394.00	-181.33	113 %
475	Computer Supplies & Upgrades	0.00	15,043.64	2,000.00	10,535.00	-4,508.64	143 %
485	Fuel Expense	518.53	5,492.36	6,000.00	6,000.00	507.64	92 %
490	Small Tools & Equipment	341.21	449.99	5,500.00	5,500.00	5,050.01	8 %
495	Uniform Expense	0.00	2,164.66	2,500.00	2,500.00	335.34	87 %
500	Capital Outlay	0.00	37,214.69	0.00	14,092.20	-23,122.49	264 %
545	Sewer System Mgmt Plan (SSMP)	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
546	Master Plans	0.00	5,841.88	6,140.00	6,140.00	298.12	95 %
560	Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
570	Repairs, Maint. & Video Sewer Lines	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
580	Mission Gardens Lift Station Projects	0.00	6,254.19	10,000.00	10,000.00	3,745.81	63 %
582	WWTP Plant Maintenance	0.00	47,817.62	40,000.00	40,000.00	-7,817.62	120 %
583	WWTP Drying Pond Maintenance	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
587	WWTF Final Design/Construction	85,363.68	343,748.76	0.00	798,128.00	454,379.24	43 %
705	Waste Discharge Fees/Permits	0.00	28,140.00	28,140.00	28,140.00	0.00	100 %
715	Licenses, Permits and Fees	2,869.79	6,765.50	4,000.00	4,000.00	-2,765.50	169 %
805	Refundable Water/Sewer/Hydrant	0.00	0.00	100.00	100.00	100.00	0 %
900	District Strategic Plan	0.00	486.00	486.00	486.00	0.00	100 %
908	Cash Over/Cash Short	0.00	-124.66	0.00	0.00	124.66	*** %
940	Bank Service Charges	0.00	157.00	100.00	100.00	-57.00	157 %
949	Lease agreements	990.00	4,602.40	8,400.00	19,645.50	15,043.10	23 %
950	WWTF Exp MBR	0.00	39,496.82	0.00	0.00	-39,496.82	*** %
955	3W Water Line SGMA	2,047.31	18,526.75	217,355.00	217,355.00	198,828.25	9 %
960	Property Tax Expense	0.00	127.82	128.00	128.00	0.18	100 %
970	WWTF Long Term Maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
971	Loan Principal Payment	0.00	0.00	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 %
	Account Total:	133,931.05	1,099,934.57	1,511,952.00	2,372,460.20	1,272,525.63	46 %
	Account Group Total:	133,931.05	1,099,934.57	1,511,952.00	2,372,460.20	1,272,525.63	46 %
	Fund Total:	133,931.05	1,099,934.57	1,511,952.00	2,372,460.20	1,272,525.63	46 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
	105 Salaries and Wages	30,452.16	272,786.06	303,673.00	303,673.00	30,886.94	90 %
	109 Stand-by Hours	0.00	0.00	12,500.00	12,500.00	12,500.00	0 %
	111 BOD Stipend	152.00	1,862.00	4,260.00	4,260.00	2,398.00	44 %
	115 Payroll Expenses	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	120 Workers' Compensation	0.00	13,323.34	13,323.00	13,323.00	-0.34	100 %
	121 Physicals	0.00	225.00	150.00	150.00	-75.00	150 %
	135 Payroll Tax - FICA/SS	9.44	453.73	2,000.00	2,000.00	1,546.27	23 %
	140 Payroll Tax - Medicare	441.74	3,953.63	4,403.00	4,403.00	449.37	90 %
	155 Payroll Tax - SUI	7.16	1,434.34	4,273.00	4,273.00	2,838.66	34 %
	160 Payroll Tax - ETT	0.16	30.62	20.00	20.00	-10.62	153 %
	205 Insurance - Health	3,497.74	35,175.78	28,444.00	28,444.00	-6,731.78	124 %
	206 Insurance - CalPers Health Retiree	0.00	0.00	1,700.00	1,700.00	1,700.00	0 %
	210 Insurance - Dental	132.99	1,656.13	1,987.00	1,987.00	330.87	83 %
	215 Insurance - Vision	21.39	265.82	326.00	326.00	60.18	82 %
	225 Retirement - PERS Expense	3,197.99	34,352.73	32,000.00	32,000.00	-2,352.73	107 %
	305 Operations & Maintenance	1,556.45	11,964.79	8,000.00	8,000.00	-3,964.79	150 %
	310 Phone & Fax Expense	116.20	2,130.93	2,000.00	2,000.00	-130.93	107 %
	315 Postage, Shipping & Freight	44.73	199.57	1,000.00	1,000.00	800.43	20 %
	319 Legal: P.R.A.s - Professional Svcs	0.00	601.72	532.00	532.00	-69.72	113 %
	320 Printing & Reproduction	0.00	1,234.75	1,000.00	1,000.00	-234.75	123 %
	321 IT Services - Professional Svcs	1,207.00	12,739.13	9,895.00	9,895.00	-2,844.13	129 %
	323 Auditor - Professional Svcs	0.00	4,005.00	4,480.00	4,480.00	475.00	89 %
	324 GSA-GSP - Professional Svcs	0.00	3,121.07	15,000.00	15,000.00	11,878.93	21 %
	325 Accounting - Professional Svcs	0.00	1,856.40	7,680.00	7,680.00	5,823.60	24 %
	326 Engineering - Professional Svcs	4,966.08	21,385.60	27,500.00	27,500.00	6,114.40	78 %
	327 Legal: General - Professional Svcs	0.00	20,891.01	26,625.00	26,625.00	5,733.99	78 %
	328 Insurance - Prop & Liability	0.00	29,760.59	29,375.00	29,375.00	-385.59	101 %
	329 New Hire Screening	0.00	45.00	100.00	100.00	55.00	45 %
	330 Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	331 Legal: SMEA - Professional Svcs	0.00	5,225.05	3,500.00	3,500.00	-1,725.05	149 %
	333 Legal: HR - Professional Svcs	0.00	6,501.42	6,000.00	6,000.00	-501.42	108 %
	334 Maintenance Agreements	37.50	5,545.49	9,260.00	9,260.00	3,714.51	60 %
	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 %
	345 Mileage Expense Reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	348 Safety Equipment and Supplies	0.00	1,259.57	2,000.00	2,000.00	740.43	63 %
	350 Repairs & Maint - Computers	0.00	297.90	1,500.00	1,500.00	1,202.10	20 %
	351 Repairs & Maint - Equip	1,042.06	5,975.10	5,000.00	5,000.00	-975.10	120 %
	352 Repairs & Maint - Structures	0.00	454.21	2,000.00	2,000.00	1,545.79	23 %
	353 Repairs & Maint - Infrastructure	181.47	28,199.62	50,000.00	50,000.00	21,800.38	56 %
	354 Repairs & Maint - Vehicles	0.00	3,774.95	3,000.00	3,000.00	-774.95	126 %
	356 Testing & Supplies - Well #3 (Water)	0.00	3,459.08	3,500.00	3,500.00	40.92	99 %
	357 Testing & Supplies - Well #4 (Water)	544.00	3,508.07	3,500.00	3,500.00	-8.07	100 %
	358 Testing & Supplies - SLT Well (Water)	492.00	8,368.10	6,000.00	6,000.00	-2,368.10	139 %
	359 Testing & Supplies - Other	1,162.00	6,976.00	6,000.00	6,000.00	-976.00	116 %
	362 Cross-Connection Control Svcs.	243.30	1,237.40	1,200.00	1,200.00	-37.40	103 %
	374 CSD Utilities - Billing Services	647.39	3,941.46	3,500.00	3,500.00	-441.46	113 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
375	Internet Expenses	253.92	1,980.00	1,187.00	1,187.00	-793.00	167 %
376	Web Page - Upgrade/Maint	0.00	768.00	768.00	768.00	0.00	100 %
380	Utilities - Alarm Service	50.00	696.48	1,320.00	1,320.00	623.52	53 %
381	Utilities - Electric	4,707.02	51,937.37	46,000.00	46,000.00	-5,937.37	113 %
382	Utilities - Propane	0.00	739.17	2,010.00	2,010.00	1,270.83	37 %
383	Utilities - Trash	0.00	706.24	504.00	504.00	-202.24	140 %
384	Utilities - Water/Sewer	0.00	757.97	1,200.00	1,200.00	442.03	63 %
385	Dues and Subscriptions	709.00	7,174.32	4,500.00	4,500.00	-2,674.32	159 %
386	Education and Training	467.59	1,829.34	5,000.00	5,000.00	3,170.66	37 %
393	Advertising and Public Notices	12.50	1,201.07	1,500.00	1,500.00	298.93	80 %
394	LAFCO Allocations	0.00	1,613.31	1,613.00	1,613.00	-0.31	100 %
395	Community Outreach	0.00	912.64	1,200.00	1,200.00	287.36	76 %
396	Utilities - SoCal Gas	34.74	1,834.59	2,000.00	2,000.00	165.41	92 %
410	Office Supplies	0.00	3,030.88	2,000.00	2,000.00	-1,030.88	152 %
432	Utility Rate Design Study	0.00	15,979.41	0.00	28,807.50	12,828.09	55 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
465	Cell phones, Radios and Pagers	143.34	1,574.74	1,398.00	1,398.00	-176.74	113 %
475	Computer Supplies & Upgrades	0.00	14,966.60	2,500.00	11,115.68	-3,850.92	135 %
481	Chemicals- Well #3	0.00	2,158.40	4,000.00	4,000.00	1,841.60	54 %
482	Chemicals- Well #4	0.00	2,185.74	4,000.00	4,000.00	1,814.26	55 %
483	Chemicals- SLT Well	0.00	1,505.52	3,000.00	3,000.00	1,494.48	50 %
485	Fuel Expense	518.53	5,490.21	6,000.00	6,000.00	509.79	92 %
490	Small Tools & Equipment	0.00	89.51	6,000.00	6,000.00	5,910.49	1 %
495	Uniform Expense	0.00	2,164.79	1,600.00	1,600.00	-564.79	135 %
500	Capital Outlay	0.00	25,015.78	0.00	3,583.97	-21,431.81	698 %
520	Water Main Valves Replacement	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
525	Water Meter Replacement	0.00	10,268.44	0.00	0.00	-10,268.44	*** %
535	Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
546	Master Plans	0.00	5,841.87	6,140.00	6,140.00	298.13	95 %
577	PROPOSITION 1 GRANT	0.00	6,270.00	0.00	0.00	-6,270.00	*** %
605	USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
715	Licenses, Permits and Fees	810.00	8,242.34	7,000.00	7,000.00	-1,242.34	118 %
805	Refundable Water/Sewer/Hydrant	0.00	-16.09	100.00	100.00	116.09	-16 %
900	District Strategic Plan	0.00	479.25	479.00	479.00	-0.25	100 %
908	Cash Over/Cash Short	0.00	-100.00	0.00	0.00	100.00	*** %
930	Interest Fees	0.00	25,178.11	60,000.00	60,000.00	34,821.89	42 %
940	Bank Service Charges	0.00	0.00	100.00	100.00	100.00	0 %
949	Lease agreements	990.00	4,593.48	8,362.00	19,583.88	14,990.40	23 %
961	SLT Tank and Booster Pump Project	4,451.25	25,734.60	22,960.00	45,920.00	20,185.40	56 %
962	0.65 MG Tank	0.00	11,360.00	67,660.00	67,660.00	56,300.00	17 %
	Account Total:	63,300.84	840,358.53	1,031,907.00	1,107,096.03	266,737.50	76 %
	Account Group Total:	63,300.84	840,358.53	1,031,907.00	1,107,096.03	266,737.50	76 %
	Fund Total:	63,300.84	840,358.53	1,031,907.00	1,107,096.03	266,737.50	76 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
66000	SOLID WASTE						
	105 Salaries and Wages	1,269.78	12,484.60	19,370.00	19,370.00	6,885.40	64 %
	111 BOD Stipend	8.00	98.00	240.00	240.00	142.00	41 %
	115 Payroll Expenses	0.00	0.00	250.00	250.00	250.00	0 %
	120 Workers' Compensation	0.00	18.15	37.00	37.00	18.85	49 %
	121 Physicals	0.00	0.00	50.00	50.00	50.00	0 %
	135 Payroll Tax - FICA/SS	0.48	20.06	150.00	150.00	129.94	13 %
	140 Payroll Tax - Medicare	18.45	180.26	281.00	281.00	100.74	64 %
	155 Payroll Tax - SUI	0.36	51.69	910.00	910.00	858.31	6 %
	160 Payroll Tax - ETT	0.00	0.97	20.00	20.00	19.03	5 %
	205 Insurance - Health	121.12	1,448.32	2,132.00	2,132.00	683.68	68 %
	210 Insurance - Dental	4.70	65.18	105.00	105.00	39.82	62 %
	215 Insurance - Vision	0.73	10.34	17.00	17.00	6.66	61 %
	225 Retirement - PERS Expense	143.56	1,448.10	1,475.00	1,475.00	26.90	98 %
	305 Operations & Maintenance	159.76	2,270.87	3,000.00	3,000.00	729.13	76 %
	310 Phone & Fax Expense	6.55	87.88	50.00	50.00	-37.88	176 %
	315 Postage, Shipping & Freight	2.52	10.86	100.00	100.00	89.14	11 %
	319 Legal: P.R.A.s - Professional Svcs	0.00	33.89	30.00	30.00	-3.89	113 %
	320 Printing & Reproduction	0.00	1.34	150.00	150.00	148.66	1 %
	321 IT Services - Professional Svcs	68.00	1,139.93	500.00	500.00	-639.93	228 %
	323 Auditor - Professional Svcs	0.00	220.00	420.00	420.00	200.00	52 %
	325 Accounting - Professional Svcs	0.00	103.60	720.00	720.00	616.40	14 %
	326 Engineering - Professional Svcs	0.00	169.88	0.00	0.00	-169.88	*** %
	327 Legal: General - Professional Svcs	0.00	3,648.92	1,500.00	1,500.00	-2,148.92	243 %
	328 Insurance - Prop & Liability	0.00	1,441.58	1,441.00	1,441.00	-0.58	100 %
	329 New Hire Screening	0.00	0.00	50.00	50.00	50.00	0 %
	330 Contract Labor	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	331 Legal: SMEA - Professional Svcs	0.00	0.00	250.00	250.00	250.00	0 %
	333 Legal: HR - Professional Svcs	0.00	456.06	400.00	400.00	-56.06	114 %
	334 Maintenance Agreements	0.00	204.76	350.00	350.00	145.24	59 %
	335 Meals	0.00	0.00	100.00	100.00	100.00	0 %
	340 Meetings and Conferences	0.00	0.00	100.00	100.00	100.00	0 %
	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	150.00	150.00	150.00	0 %
	351 Repairs & Maint - Equip	0.00	409.00	500.00	500.00	91.00	82 %
	352 Repairs & Maint - Structures	0.00	0.00	100.00	100.00	100.00	0 %
	353 Repairs & Maint - Infrastructure	1,027.77	3,795.18	2,000.00	2,000.00	-1,795.18	190 %
	354 Repairs & Maint - Vehicles	0.00	0.00	150.00	150.00	150.00	0 %
	375 Internet Expenses	10.58	42.32	27.00	27.00	-15.32	157 %
	376 Web Page - Upgrade/Maint	0.00	48.00	48.00	48.00	0.00	100 %
	380 Utilities - Alarm Service	0.00	0.00	36.00	36.00	36.00	0 %
	382 Utilities - Propane	0.00	99.55	150.00	150.00	50.45	66 %
	383 Utilities - Trash	0.00	0.00	189.00	189.00	189.00	0 %
	384 Utilities - Water/Sewer	0.00	0.00	39.00	39.00	39.00	0 %
	385 Dues and Subscriptions	0.00	251.75	1,321.00	1,321.00	1,069.25	19 %
	386 Education and Training	44.18	130.35	500.00	500.00	369.65	26 %
	393 Advertising and Public Notices	0.00	575.01	500.00	500.00	-75.01	115 %
	394 LAFCO Allocations	0.00	1,490.09	1,490.00	1,490.00	-0.09	100 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
395	Community Outreach	344.40	347.16	750.00	750.00	402.84	46 %
410	Office Supplies	0.00	32.83	150.00	150.00	117.17	22 %
432	Utility Rate Design Study	0.00	0.00	0.00	16,472.50	16,472.50	0 %
465	Cell phones, Radios and Pagers	14.92	121.55	100.00	100.00	-21.55	122 %
475	Computer Supplies & Upgrades	0.00	582.46	500.00	1,270.00	687.54	46 %
485	Fuel Expense	0.00	0.00	200.00	200.00	200.00	0 %
490	Small Tools & Equipment	0.00	0.00	500.00	500.00	500.00	0 %
495	Uniform Expense	0.00	129.27	150.00	150.00	20.73	86 %
500	Capital Outlay	0.00	25,785.61	0.00	25,032.90	-752.71	103 %
650	SB1383 Compliance	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
715	Licenses, Permits and Fees	465.52	1,328.28	0.00	0.00	-1,328.28	*** %
900	District Strategic Plan	0.00	27.00	27.00	27.00	0.00	100 %
940	Bank Service Charges	0.00	0.00	15.00	15.00	15.00	0 %
949	Lease agreements	110.00	475.69	387.00	765.00	289.31	62 %
	Account Total:	3,821.38	61,286.34	50,727.00	93,380.40	32,094.06	66 %
	Account Group Total:	3,821.38	61,286.34	50,727.00	93,380.40	32,094.06	66 %
	Fund Total:	3,821.38	61,286.34	50,727.00	93,380.40	32,094.06	66 %
	Grand Total:	278,277.21	2,752,887.27	3,228,984.00	4,290,120.49	1,537,233.22	64 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 6/23

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 OPERATING CASH - PREMIER	30,404.93	107.05	3.47	0.00	36,795.85	-6,280.40
10250 PAC PREMIER - PAYROLL	5,489.89	0.00	25,553.69	0.00	30,071.71	971.87
10340 PAC PREMIER OPERATIONAL	638,394.00	32,304.46	0.00	0.00	0.00	670,698.46
10350 PAC PREMIER - CAPITAL	356,765.52	43.99	0.00	0.00	0.00	356,809.51
10461 COMMUNITY BANK OF SANTA	158,248.95	8,950.00	0.00	30,183.29	1,175.00	135,840.66
Total Fund	1,189,303.29	41,405.50	25,557.16	30,183.29	68,042.56	1,158,040.10
30 STREET LIGHTING DEPARTMENT						
10200 OPERATING CASH - PREMIER	190,537.55	3,738.02	0.00	0.00	5,034.76	189,240.81
10250 PAC PREMIER - PAYROLL	445.53	0.00	1,262.14	0.00	1,631.52	76.15
10340 PAC PREMIER OPERATIONAL	60,565.47	9.78	0.00	0.00	0.00	60,575.25
10350 PAC PREMIER - CAPITAL	45,411.31	5.60	0.00	0.00	0.00	45,416.91
10460 Cambridge Investment/King	496,816.18	259.23	0.00	2,209.38	0.00	494,866.03
Total Fund	793,776.04	4,012.63	1,262.14	2,209.38	6,666.28	790,175.15
40 WASTEWATER DEPARTMENT						
10000 CASH DRAWER	150.00	0.00	0.00	0.00	0.00	150.00
10200 OPERATING CASH - PREMIER	1,547,512.75	107,501.53	17.03	81.55	167,447.04	1,487,502.72
10250 PAC PREMIER - PAYROLL	6,873.73	125.97	16,900.21	0.00	21,958.03	1,941.88
10260 PAC WESTERN BANK - LONG	201,521.26	49.69	0.00	0.00	0.00	201,570.95
10340 PAC PREMIER OPERATIONAL	330,921.89	53.42	0.00	0.00	0.00	330,975.31
10350 PAC PREMIER - CAPITAL	370,213.04	45.65	0.00	0.00	0.00	370,258.69
10460 Cambridge Investment/King	598,997.90	312.55	0.00	2,663.79	0.00	596,646.66
Total Fund	3,056,190.57	108,088.81	16,917.24	2,745.34	189,405.07	2,989,046.21
50 WATER DEPARTMENT						
10000 CASH DRAWER	150.00	0.00	0.00	0.00	0.00	150.00
10150 Cash in SLO County	77,836.10	0.00	0.00	0.00	0.00	77,836.10
10200 OPERATING CASH - PREMIER	310,108.65	85,268.00	8.05	53.09	61,800.04	333,531.57
10250 PAC PREMIER - PAYROLL	10,524.08	0.00	29,271.27	0.00	37,927.74	1,867.61
10340 PAC PREMIER OPERATIONAL	155,571.42	25.11	0.00	0.00	0.00	155,596.53
10350 PAC PREMIER - CAPITAL	81,937.17	10.10	0.00	0.00	0.00	81,947.27
10400 HOB - USDA RESERVE	70,008.59	0.58	0.00	0.00	0.00	70,009.17
10460 Cambridge Investment/King	149,749.48	78.14	0.00	665.95	0.00	149,161.67
Total Fund	855,885.49	85,381.93	29,279.32	719.04	99,727.78	870,099.92
60 SOLID WASTE DEPARTMENT						
10200 OPERATING CASH - PREMIER	45,600.13	7,845.06	0.00	0.00	4,945.84	48,499.35
10250 PAC PREMIER - PAYROLL	348.30	0.00	1,215.04	0.00	1,569.05	-5.71
10340 PAC PREMIER OPERATIONAL	72,397.81	11.69	0.00	0.00	0.00	72,409.50
10350 PAC PREMIER - CAPITAL	22,903.42	2.82	0.00	0.00	0.00	22,906.24
Total Fund	141,249.66	7,859.57	1,215.04		6,514.89	143,809.38
71 PAYROLL CLEARING FUND						
10250 PAC PREMIER - PAYROLL	810.65	0.00	92,942.34	92,840.80	0.00	912.19
73 CLAIMS CLEARING FUND						
10200 OPERATING CASH - PREMIER	57,779.18	0.00	201,792.63	20,879.78	0.00	238,692.03
10250 PAC PREMIER - PAYROLL	0.00	0.00	307.16	307.16	0.00	0.00
10461 COMMUNITY BANK OF SANTA	0.00	0.00	1,175.00	1,175.00	0.00	0.00
Total Fund	57,779.18		203,274.79	22,361.94		238,692.03
Totals	6,094,994.88	246,748.44	370,448.03	151,059.79	370,356.58	6,190,774.98

*** 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

6/30/2023

	SECURITY	PRICE	COUPON	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	MARKET VALUE AS OF REPORT	PORTFOLIO % BY INVESTMENT
	Fidelity Govt MMKT	\$ 1.00	4.23%	\$ 18,672.57	4.23%	\$ 787.98				\$ 18,672.57	1%
Lighting - Capital	Morgan Stanley Bank NA	\$ 100.00	3.05%	\$ 75,000.00	3.05%	\$ 2,287.50	2/14/2024	32992	2/14/2019	\$ 73,960.50	6%
SMCSD BMS Accounts: 30 46000, 30-46100	Comenity Cap. Bank	\$ 100.00	2.75%	\$ 65,000.00	2.75%	\$ 1,787.50	4/15/2024	57570	4/15/2019	\$ 63,679.20	5%
	BMW Bank NA	\$ 100.00	4.60%	\$ 200,000.00	4.60%	\$ 9,200.00	3/10/2028	35141	3/10/2028	\$ 194,346.00	16%
Lighting- Reserve	Morgan Stanley Bank NA	\$ 100.00	5.05%	\$ 150,000.00	5.05%	\$ 7,575.00	3/10/2028	32992	3/10/2028	\$ 147,823.50	12%
Wastewater- LT Mnt	Freddie Mac	\$ 99.78	5.00%	\$ 300,000.00	5.05%	\$ 15,000.00	2/7/2028	N/A	3/8/2023	\$ 295,143.00	24%
Wastewater - Capital	BMO HARRIS BANK NA	\$ 100.000	5.00%	\$ 200,000.00	5.00%	\$ 10,000.00	5/18/2028	16571	5/18/2023	\$ 197,712.00	16%
	MEDALLION BANK	\$ 100.000	5.00%	\$ 103,000.00	5.00%	\$ 5,150.00	5/24/2028	57449	3/8/2023	\$ 101,818.59	8%
Water - Capital	Morgan Stanley Private Bk	\$ 100.00	5.05%	\$ 150,000.00	5.05%	\$ 7,575.00	3/10/2028	34221	3/10/2023	\$ 147,519.00	12%
Total & Average:				\$ 1,261,672.57	4.72%	\$ 59,362.98				\$ 1,240,674.36	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: December 28, 2023

Kelly Dodds, General Manager SMCSD

Michelle Hido

Michelle Hido, Financial Officer SMCSD

SAN MIGUEL CSD Investment Portfolio Report - QUARTERLY

QUARTER 2 2023

	SECURITY	PRICE	COUPON	AMOUNT	YIELDS AVG YIELD	ANNUAL CASH FLOW	MATURITY DATE	FDIC CERT #	SETTLE DATE	Q1 MARKET VALUE	MARKET VALUE AS OF REPORT	PORTFOLIO % BY INVESTMENT
	Fidelity Govt MMKT	\$ 1.00	3.95%	\$ 16,452.00	3.69%	\$ 649.84				\$ 16,451.64	\$ 18,672.57	1%
Lighting - Capital	Morgan Stanley Bank NA	\$ 100.00	3.05%	\$ 75,000.00	3.05%	\$ 2,287.50	2/14/2024	32992	2/14/2019	\$ 73,675.50	\$ 73,960.50	6%
SMCSD BMS Accounts: 30-46000, 30-46100	Comenity Cap. Bank	\$ 100.00	2.75%	\$ 65,000.00	2.75%	\$ 1,787.50	4/15/2024	57570	4/15/2019	\$ 63,451.70	\$ 63,679.20	5%
	BMW Bank NA	\$ 100.00	4.60%	\$ 200,000.00	4.60%	\$ 9,200.00	3/10/2028	35141	3/10/2028	\$ 197,814.00	\$ 194,346.00	16%
Lighting- Reserve	Morgan Stanley Bank NA	\$ 100.00	5.05%	\$ 150,000.00	5.05%	\$ 7,575.00	3/10/2028	32992	3/10/2028	\$ 149,919.00	\$ 147,823.50	12%
Wastewater- LT Mnt	Freddie Mac	\$ 99.78	5.00%	\$ 300,000.00	5.05%	\$ 15,000.00	2/7/2028	N/A	3/8/2023	\$ 297,654.00	\$ 295,143.00	24%
Wastewater - Capital	Fed. Home Loan- CLOSED	\$ 99.995	5.00%	\$ 300,000.00	5.01%	\$ 15,000.00	5/8/2026	N/A	3/8/2023	\$ 298,830.00	Closed	
	BMO HARRIS BANK NA	\$ 100.00	5.00%	\$ 200,000.00	5.00%	\$ 10,000.00	5/18/2028	16571	5/18/2023	New	\$ 197,712.00	16%
	MEDALLION BANK	\$ 100.00	5.00%	\$ 103,000.00	5.00%	\$ 5,150.00	5/24/2028	57449	3/8/2023	New	\$ 101,818.59	8%
Water - Capital	Morgan Stanley Private Bk	\$ 100.00	5.05%	\$ 150,000.00	5.05%	\$ 7,575.00	3/10/2028	34221	3/10/2023	\$ 149,851.50	\$ 147,519.00	12%
Total & Average:				\$ 1,259,452.00	4.72%	\$ 74,224.84				\$ 1,247,647.34	\$ 1,240,674.36	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.

Kelly Dodds, General Manager SMCSD

Michelle Hido, Financial Officer SMCSD

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 12.4

SUBJECT: RFQ for Certified Public Accountant consultation services

SUGGESTED ACTION: Authorize the General Manager to circulate an RFQ for Certified Public Accountant consultation services

DISCUSSION:

Review and approve the General Manager to release the proposed (or revised) RFQ to solicit proposals for Certified Public Accountant firms (CPA) to assist the Financial Officer with accounting questions or clarifications and review of District financial practices for compliance with state law, and District policy and procedure.

FISCAL IMPACT:

Minimal costs related to posting the RFQ.

Long term contract cost are unknown. Current cost for similar work have cost the District approximately \$25,000 per year.

PREPARED BY: Kelly Dodds



REQUEST FOR PROPOSALS

Certified Public Accountant Consultant services

Issue Date:
July 28th 2023

Proposal Due Date and Time:
FRIDAY, August 25th, 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

INTRODUCTION

The San Miguel Community Service District (District) is requesting proposals from qualified Certified Public Accountants to act as a consultant to the District. Consultants will assist the District in staying in compliance with Governmental Generally Accepted Accounting Principles and provide general accounting assistance, audit preparation assistance, and advice to the District as well as perform regular reviews of the Districts accounting.

ABOUT THE DISTRICT

The District covers an area of approximately 5.8 square miles and is located approximately 7 miles north of the City of Paso Robles and approximately 3 miles south of the San Luis Obispo County/ Monterey County line, on the east side of Highway 101.

The San Miguel Community Services District was formed in 2000, combining the San Miguel Fire District, County Service Area 1, San Miguel Sanitary District, and San Miguel Lighting Districts.

The District currently provides Fire Services, Street Lighting and Landscaping, Wastewater collection and treatment, Potable water production and distribution, and Solid Waste Services. The District is governed by a Board of five Directors and has a General Manager, Director of Utilities (vacant) and three administrative personnel, three Utilities Personnel, a Fire Chief, Assistant Fire Chief (vacant), and up to 20 paid-on-call firefighters. Most operating funds for the District come from Prop 218 user fees and property tax, the FY 2023-24 operating budget is \$3,905,590 with an additional \$2,209,154 in project costs.

OVERVIEW

The District is requesting proposals from qualified Certified Public Accountants to act as a consultant to the District. Consultants will assist the District in staying in compliance with Governmental Generally Accepted Accounting Principles and provide general accounting assistance, audit preparation assistance, and advice to the District as well as perform regular reviews of the Districts accounting. The District operates on a Fiscal Year of July 1st to June 30th.

Firms, or persons, proposing on this RFQ must be legally licensed to provide the requested services in the State of California, and must have been in business for at least 5 years. It is anticipated that the selected firm will perform the requested services both at the District offices and remotely.

Following is a partial list of services that the District anticipates that the consultant will perform, including the estimated number of hours anticipated to perform each service.

- Review District policies and procedures to confirm that internal controls are in place and being followed by the District's personnel to proactively prevent any fraud or abuse with the District's finances.
 - (Approx. 10 hours annually)
- Perform quarterly and annual reviews of the Districts accounting for accuracy and compliance.
 - (Approx. 40 hours annually)

- Perform quarterly and annual reviews of the District payroll and payroll taxes to ensure accurate reporting to outside agencies.
 - (Approx. 20 hours annually)
- Assist the District Finance Officer with review and preparation for the Annual Independent financial Audit. (July thru November annually)
 - (Approx. 20 hours annually)
- Assist the District Finance Officer with other financial issues to maintain accuracy and compliance.
 - (Approx. 10 hours annually)

INFORMATION TO BE PROVIDED BY THE DISTRICT

Available for review by potential firms, the following is located on the District website.
<http://www.sanmiguelcsd.org>.

- Recent Financial Audit(s)
- Past Board agendas and meeting minutes

PROPOSAL SUBMITTAL

TECHNICAL PROPOSAL

DO NOT INCLUDE ANY COST PROPOSALS IN THIS SECTION.

2 copies of the technical proposal should be packaged separately from the Cost Proposal. After the proposal deadline a complete technical proposal may be requested by the District via email.

PROPOSALS WILL NOT BE OPENED PUBLICLY

- **Approach to the Project:** Include a cover letter summarizing the proposal. Describe your approach to this project and any special ideas, techniques, or suggestions that you think might make the project proceed smoothly. Scope of work (a description of the work program including a description of deliverables, activities, and timelines) should also be included.
- **Experience:** Description of recent projects of a similar nature including five (5) client references with names and telephone numbers and for any subcontractors.
- **Qualifications:** Describe your staff's unique qualifications and training for this type of work. The names, title, and qualifications of the proposed project manager and support staff and subcontractors, who will be conducting this work assignment, including their experience and projects in which they had "hands-on" responsibility and length of time with the firm. The project manager will be expected to be fully involved and conversant in the details of the project on a day-to-day basis. Describe the organizational structure of staff members and sub-consultants (if any).
- **Outline:** Provide an outline of the proposed plan.

- **Schedule:** The following is a tentative schedule, provide a timeline that provides an overall schedule including any milestones and potential public meetings.
 - Proposal Submission deadline (August 25, 2023, 12:00 p.m.)
 - District staff will review all proposals and determine finalist(s).
 - Award of contract by District Board is tentatively scheduled for the September 28, 2023 Board Meeting, with the execution of contract agreement in the week following the contract award.
 - Work begins tentatively 45 to 60 days following the submission deadline.
 - This schedule is subject to change for any reason at the Board’s discretion.

COST PROPOSAL

DO NOT INCLUDE ANY TECHNICAL PROPOSALS IN THIS SECTION.

1 copy of the cost proposal should be packaged separately from the technical Proposal.

After the proposal deadline a complete cost proposal may be requested by the District via email.

PROPOSALS WILL NOT BE OPENED PUBLICLY

Project Budget: A description of the project budget itemized according to individual tasks. The consultant shall present a specific “not to exceed” fixed fee including associated fees (i.e. printing costs, attendance at meetings, travel, clerical support, overhead costs, mileage, parking and other miscellaneous items). A requested payment schedule should accompany the work schedule. Each phase of work should have an itemized budget including labor costs and expenses for each piece of work. The proposal should include staff hourly rates.

Consultant’s billing rate schedule: A copy of the Consultant's hourly rate schedule and a written statement that the hourly rate schedule is part of the Consultant's quote for use in invoicing for progress payments and for extra work incurred that is not part of this RFQ.

AGREEMENT

Proposals should include the information requested below:

1. The District will provide a copy of the District’s standard Professional Services Agreement following consideration of contract award by the Board of Directors. At that time, the District will require your review of this agreement and provide the District with a written statement of your firm's willingness to accept the terms of the agreement.
2. A statement that this RFQ shall be incorporated in its entirety as a part of the Consultant's proposal.
3. A statement that this RFQ and the Consultant's proposal will jointly become the Scope for Professional Consultant Services for this project.

4. A statement that the services to be provided, and fees therein, will be in accordance with the District's RFQ except as otherwise specified in the Consultant's proposal under the heading "Exceptions to the District's Request for Proposals."

5. A single and separate section with the heading "Exceptions to the District's Request for Proposals" containing a complete and detailed description of all of the exceptions to the provisions and conditions of this RFQ upon which the Consultant's proposal is contingent and which Consultant requests take precedent over this RFQ.

6. A written statement by the Consultant that all federal laws and regulations shall be adhered to notwithstanding any state or local laws and regulations. In case of conflict between federal, state, or local laws or regulations, the strictest shall be adhered to.

7. A written statement by the Consultant shall allow all authorized federal, state, county, and SMCSD officials access to the place of work, books, documents, papers, fiscal, payroll materials, and other relevant contract records pertinent to this project. All relevant records shall be retained for at least three years in the consultant's place of business.

8. The Consultant will be required to comply with the President's Executive Order No. 11246 (Equal Employment Opportunity clause) as amended by Executive Order 11375, and as supplemented in Department of Labor Regulation (41CRF, Part 60), California Labor Code 1410, et seq., California Labor Code 1777.6, and implementing regulations concerning equal opportunity for Apprentices. A written statement that the Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin should be included.

9. A written statement that the Consultant shall comply with the Copeland Anti-Kickback Act (18 USC 874 C) and the implementation regulation (29 CFR 3) issued pursuant thereto, and any amendments thereof.

10. Evidence of Insurance must be received prior to agreement implementation.

a. Insurance Requirements - The Consultant shall provide and maintain insurance, acceptable to District's General Counsel, in full force and effect throughout the term of this Agreement, against claims for injuries to persons or damages to property which may arise from or in connection with the performances of the work hereunder by the Consultant, its agents, representatives or employees. Insurance is to be placed with a current A.M. Best's rating of no less than A: VII. The Consultant shall provide the following scope and limits of insurance as stated in the attached Professional Services Agreement.

b. Other Provisions - Insurance policies required by this Agreement shall contain the following provisions:

(1) All Policies: Each insurance policy required by this paragraph shall be endorsed and state the coverage shall not be suspended, voided, canceled by the insurer or either party to this Agreement, reduced in coverage or limits except after 30 days prior written notice by Certified mail, return receipt requested, has been given to the District

(2) General Liability and Automobile Liability Coverages:

(a) District, its officers, officials, and employees and volunteers are to be covered as additional insured as respects: liability arising out of activities the Consultant performs, products and completed operations of the Consultant; and premises owned, leased or hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the District, its officers, officials, or employees.

(b) The Consultant's insurance coverage shall be primary insurance as respects to District, its officers, officials, employees or volunteers shall apply in excess of, and not contribute with, the Consultant's insurance.

(c) The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(d) Any failure to comply with the reporting or other provisions of the policies including the breaches of warranties shall not affect coverage provided to the District, its officers, officials, employees, or volunteers.

(3) Worker's Compensation and Employer's Liability Coverage - Unless the General Manager otherwise agrees in writing, the insurer shall agree to waive all rights of subrogation against the District, its officers, officials, employees, and agents for losses arising from work performed by Consultant for District.

(4) Other Requirements:

(a) Consultant agrees to deposit with District, at or before the effective date of this Agreement, certificates of insurance necessary to satisfy District that the insurance provisions of this Agreement, certificates of insurance necessary to satisfy District that the insurance provisions of this Agreement have been complied with. The District General Counsel may require Consultant furnish the District with copies of original endorsements affecting coverage required by this Section. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The District reserves the right to inspect complete, certified copies of all required copies of all required insurance policies at any time.

(b) The Consultant shall furnish certificates and endorsements from each subcontractor identical to those the Consultant provides.

(c) Any deductibles or self-insured retentions must be declared to and approved by District. At the option of the District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its officer, officials, employees, and volunteers; or the Consultant shall procure a bond

guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims.

(d) The procuring of such required policy or policies of insurance shall not be construed to limit the Consultant's liability hereunder to fulfill the indemnification provisions and requirements of this Agreement.

11. The Consultant may utilize the services of specialty Subcontractors/consultants on those parts of the Work which, under normal contracting practices, are performed by specialty Subcontractors/consultants. Unless the Consultant lists specific Subcontractors/consultants, the Consultant is representing to District that the Consultant has all appropriate licenses, certifications, and registrations to perform the work hereunder. After submission of his/her proposal, the Consultant shall not award Work to any unlisted Subcontractors/consultants without the prior written approval of the District. The Consultant shall be fully responsible to the District for the performance of his/her Subcontractors/consultants, and of persons either directly or indirectly employed by them. Nothing contained herein shall create any contractual relationship between any Subcontractors/consultants and the District. The services provided by a subcontractor/consultant may not exceed 49% of the work of the total contract.

REQUESTS FOR INFORMATION (RFI)

- **Will be accepted until 14 calendar days before the submission deadline.**
- **Must be sent via email to kelly.dodds@sanmiguelcsd.org**
- **No RFIs will be responded to which are not received, or initiated, via email.**
- **It is the requester's responsibility to confirm receipt of RFI requests.**

DEADLINE FOR SUBMISSION OF PROPOSALS

All proposals received after the deadline will be rejected.

1. Interested firms should submit proposals by 12:00 P.M. (Noon) August 25th 2023 to:

San Miguel Community Services District
c/o General Manager
P.O. Box 180
1765 Bonita Place
San Miguel, California 93451.

2. Technical Proposals must be sealed and marked:

“Technical Proposal – Certified Accounting Consultant RFQ – San Miguel Community Services District”

3. Cost Proposals must be sealed and marked:

“Cost Proposal – Certified Accounting Consultant RFQ – San Miguel Community Services District”

EVALUATION CRITERIA

The District will evaluate the information submitted. The evaluation will consider the following criteria when reviewing your proposal.

1. Approach to the work including task breakdown and staffing.
2. Qualifications, experience, and technical competence of your firm and key people on similar projects of equal complexity.
3. Experience with small public agencies.

The San Miguel Community Services District reserves the right to accept or reject any or all proposals or to waive any defects or irregularities in the proposals or selection process.

Format for Response to Request for Proposal (RFQ)

Firms that are interested in providing a proposal should email kelly.dodds@sanmiguelcsd.org expressing that they are interested in providing a proposal for this RFQ and wish to receive additional clarification and addendums regarding this RFQ.

The District administration office will provide any clarifications and addendums to this RFQ directly to all consultants who have expressed interest in this RFQ to the General Manager, in addition to publishing them on the District's website at: www.sanmiguelcsd.org.

The response to the RFQ must be made according to the requirements set forth in this section, both for content and sequence. Failure to adhere to these requirements, or to include conditions, limitations or misrepresentations may be cause for rejection of the submittal. Use 8 ½" x 11" sheets (foldouts are acceptable for charts, etc.), and font size must be no smaller than 12 point.

Please deliver the RFQ proposals in a sealed envelope, labeled as shown below in Item 1.

US Mail or Hand delivery, FedEx, UPS, etc.:

San Miguel Community Services District
Attn: Kelly Dodds General Manager
Po Box 180/ 1765 Bonita Place
San Miguel, CA 93451

Kelly Dodds, General Manager, will serve as the District's prime contact during the proposal process. The District prefers that any questions, inquiries, and matters of coordination regarding the required services be submitted by e-mail to the contact listed below:

kelly.dodds@sanmiguelcsd.org
Phone: (805) 467-3388

Proposals in the form of telegrams, telephone calls, facsimiles, e-mails, or telexes will not be accepted. Late proposals will be rejected. A proposal is considered late if it has not been received by the District administrative office by the due date and time listed above.

Delivery of the hard copy proposal by the due date at 12:00 p.m (noon) will constitute acceptable delivery. Consultants should be prepared to provide an electronic copy of their complete submittal at the District's request. The delivery of the requested electronic copy via e-mail to the District's contacts will not invalidate the successful delivery of the response to the RFQ, as long as the hard copy is received by the date and time specified.

Mandatory Content and Sequence of Submittals:

1. Cover Letter

Section 1 shall be a maximum two-page "Cover Letter" and introduction and shall include the name and address of the organization submitting the proposal, together with the signature, name, title, address, telephone, and fax numbers, and e-mail address of the contact person(s) empowered to bind the firm and to make representation for the organization. This cover letter should also state the firm's acceptance of the District's Contract for Professional Services agreement format prior to the Board's review and consideration of awarding a contract for these services.

2. Table of Contents

Section 2 shall be a detailed "Table of Contents" and shall include an outline of the submittal, identified by sequential page number and by section reference number and section title as described herein.

3. Consultant Qualifications (Applicable Only the Technical Proposal)

Section 3 of the Technical Proposal shall be entitled "Consultant Qualifications" and shall include a description of the consultant firm's resources, experiences, and capabilities as they relate to the stated project, as well as resumes of the staff to be assigned to this project. The Technical Proposal shall include all specifications identified in the Technical Proposal section at page 3 of this RFQ. Submit in the order identified below:

Background and experience. In this section, describe your firm's background and its organizational structure. Describe the roles and background of the team leader and key team members. Describe capabilities specific to the scope of work within this RFQ.

Consultants. Describe the background and qualifications for each of the consultants your firm would use in meeting the above capabilities and in completing the listed tasks.

Scheduling. Delineate the schedule you propose in completing the listed tasks.

Cost Control. Describe how your firm ensures that the project contract amount is not exceeded.

4. Price Estimate (Applicable Only to the Cost Proposal)

Section 3 of the Cost Proposal shall be entitled "Price Estimate" and shall provide a breakdown of costs by hour, and by task contained in the Cost Proposal section at page 4 of this RFQ. Provide a total "not to exceed" amount inclusive of ancillary costs, such as copying, travel, phone, etc.

The District reserves the right to negotiate the scope of work, overall price estimates and hourly rates prior to entering into a contract with the selected firm.

5. Experience Summary

Section 4 shall be entitled “Experience Summary” and shall briefly describe knowledge and experience in conducting similar projects for other agencies, along with a discussion comparing similarities with this project. Include professional references, including names and telephone numbers for each sample project.

6. Additional Data

Section 5 shall be entitled “Additional Data” and shall include any other data the consultant deems essential to the evaluation of the qualifications and proposal statements. Where appropriate, please key data back to the information contained in Sections 1 thru 4. If there is no additional data, this section will consist of the statement, “We wish to present no additional data.” This section shall be limited to two pages.

GENERAL CONDITIONS

- Preference will be given to Firms with offices within 150 miles of the District. The Consultant shall indicate where the office that would service this contract is located.
- The proposing firm must not be disbarred by the DIR or SAMs.
- The District shall not be liable for any pre-contractual expenses incurred by any contractor, 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 RFQ 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/or all proposals. The District expressly reserves the right to postpone the submittal opening for its convenience and to reject any and all submittals responding to this RFQ.
- 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 RFQ shall become the property of the District and will be retained or disposed of accordingly.

- All responses this RFQ shall be subject to disclosure pursuant to the California Public Records Act. Consultant is encouraged to mark any proprietary or confidential information as such in its proposal.
- No amendments, additions, or alternates shall be accepted after the submission date and time, unless specifically requested by the District from all proposing firms.
- 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.
- Acceptance by the District of any proposal submitted pursuant to this RFQ 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.
- All work performed for the SMCS D, including all documents and computer software files associated with the project, will become the exclusive property of the District. The proposals must indicate if the consultant anticipates using software that is proprietary in nature and therefore cannot be legally released to the District. 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

PROPOSAL TERMS AND CONDITIONS

The District will not pay any costs incurred by the firm in preparing or submitting the proposal. The District reserves the right to modify or cancel, in part or in its entirety, this RFQ. The District reserves the right to reject any or all proposals, to waive defects, irregularities, or informalities, and to offer to contract with any firm in response to any RFQ. This RFQ does not constitute any form of an offer to contract.

During the evaluation process, the District reserves the right, where it may serve the District's best interest, to request additional information or clarification from the Consultants, or to allow corrections of errors or omissions. At the discretion of the District, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

The District reserves the right to retain all proposals submitted and to use any idea(s) in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in the request for proposals and of the District's standard terms and conditions for professional services, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.

RIGHT OF REFUSAL

The District reserves the right to reject any and all proposals without cause. Proposals will be evaluated in their entirety. The District reserves the right to negotiate specific requirements and costs using the selected proposal as a basis.

SELECTION PROCEDURES

Written proposals submitted by the deadline will be evaluated based upon qualifications, experience, ability to perform, and understanding of specific services to be provided in accordance with Government Code sections 50950 and 50951, as well as 40 U.S.C. §§ 1101 *et seq.* Cost of services shall be provided in a separate, sealed envelope. The full Board and District staff will receive copies of proposals.

In reviewing the proposals, the District will carefully weigh the following:

- The firm's approach to and understanding of the Scope of Work;
- The firm's experience with similar contracts and clients;
- The experience and qualifications of the proposed staff in providing similar services;
- The firm's demonstrated ability to deliver work on time and within budget;
- The extent of involvement by key personnel;
- The extent to which previous clients have found the firm's services acceptable;
- Previous District experience with the proposing firm, if any;
- Communication skills;
- Other qualifications/criteria as deemed appropriate.

Cost of services shall be considered pursuant to 40 U.S.C. §§ 1101 *et seq.* The RFQs will be presented to the District Board of Directors for consideration at its September 2023 Regular meeting or later. If the Board desires, it is anticipated that consulting firm staff, as proposed by the selected firms, after notification by the District, will make themselves available for questions at the designated District Board Meeting which will be determined and communicated to the Consultants selected to move forward in the process.

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 12.5

SUBJECT: SLT Tank inspection, diving and cleaning.

SUGGESTED ACTION: Review and approve RESOLUTION 2023-35 authorizing the General Manager to contract with Advanced Technical Services Inc (ATS) and a budget adjustment for the inspection and cleaning of the SLT Water Tank.

DISCUSSION:

The SLT Water Tank is a 50,000 gallon water tank located on the San Lawrence Terrace. It was constructed in the 1960s and has not been cleaned or inspected in at least 15 years. Best practice is to inspect potable water tanks at least every 5 years by a registered inspection company. In 2017/18 when the blending line was installed from the well to the tank, significant sedimentation was observed in the bottom of the tank. Recently, staff has observed additional rust spots in the exterior of the tank, which could be the beginning of a more severe paint failure issue. Several months ago during a Sanitary Survey, by the Department of Drinking Water (DDW), one of the items noted to be addressed was to inspect both water tanks and provide reports to the DDW. The .65 MG tank was already inspected and that report was forwarded to DDW.

ATS will inspect the tanks and provide a condition report for the District to move forward with repairs or replacement as necessary.

At this time the Board is being asked to authorize the General Manager to contract with ATS to inspect and clean the SLT Water Tank, approve a budget adjustment of \$9,163 to water infrastructure repairs (50-353), and approve a transfer from water capital reserve in an equal amount.

FISCAL IMPACT:

If the referenced resolution is approved it will result in a contract amount of \$9,163 from object 50-353 including a corresponding transfer from capital reserve.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2023-35

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL
MANAGER TO ENTER INTO A CONTRACT WITH ADVANTAGE TECHNICAL SERVICES
INC. IN AN AMOUNT NOT TO EXCEED \$9,163 WITH CORRESPONDING BUDGET
ADJUSTMENT AND TRANSFER.**

WHEREAS, The San Miguel Community Services District operates the Water department, including water storage tanks within the community; and

WHEREAS, the Department of Drinking Water is requiring a tank inspection of the District owned and operated, 50,000 gallon welded steel tank constructed in the 1960s to maintain compliance with our operating permit; and

WHEREAS, a specialized contractor such as Advanced Technical Services is required to inspect the tank and assess the degree of repairs necessary to ensure the protection of the community’s water storage and the longevity of the tank itself; and

NOW THEREFORE, BE IT RESOLVED, the San Miguel Community Services District Board of Directors (“Board”) does hereby resolve, determine, and order as follows:

1. The Board authorizes the General Manager to contract with Advantage Technical Services Inc. in an amount not to exceed \$9,163 for inspection and cleaning services.
2. The Board authorizes a FY 2023-24 Budget adjustment and fund transfer as follows:
- Increase to Fund 50 -Expense Object 353 in the amount of \$9,163
3. The Board directs the Financial Officer to transfer up to a total of \$9,163 from Fund 50 capital funds to operational cash based on final cost of the project.

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 27th day of July 2023.

Board President

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Kelly Dodds, General Manager

Douglas L. White, District General Counsel

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 12.6

SUBJECT: Change order for Machado Wastewater Treatment Facility Design contract

SUGGESTED ACTION: Review and approve amendment #1 in an amount NTE of \$43,136.50 to 10/5/22 Contract with Wallace Group for the design of the Machado Wastewater Treatment Plant expansion.

DISCUSSION:

In October 2022 the Board approved a contract with Wallace Group for the design and engineering for the Machado Wastewater Treatment Facility expansion. Through the initial design process various aspects of the project have changed to increase operability, efficiency and reduce construction cost. The attached Amendment #1 is representative of the additional design changes taking into account the parts of the project removed and added to the scope for the sub-consultants. The attached amendment is not to exceed in the amount of \$43,136.50.

FISCAL IMPACT:

If Amendment #1 is approved it will add an additional \$43,136.50 to the existing contract with Wallace Group.

A grant amendment has been submitted for the complete design and is expected to be approved by the end of the calendar year. If approved it will cover the added cost.

As an added cost to the original contract all original contract cost centers still apply.

PREPARED BY: Kelly Dodds

This is **EXHIBIT E**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated 10/5/2022.

**AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1**

The Effective Date of this Amendment is: 7/27/2023

Background Data

Effective Date of Owner-Engineer Agreement: **10/05/2022**

Owner: **San Miguel Community Services District**

Engineer: **Wallace Group**

Project: **Machado WWTF Upgrade and Expansion Design**

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- Additional Services to be performed by Engineer
- Modifications to services of Engineer
- Modifications to responsibilities of Owner
- Modifications of payment to Engineer
- Modifications to time(s) for rendering services
- Modifications to other terms and conditions of the Agreement

Description of Modifications:

3C Engineering and Murphy Structural Engineers, subconsultants to Wallace Group on the project, have changes to their project scope including, but are not limited to:

- 1. A larger and more complex operations building. The original scope assumed a 3,000 square foot pre-engineered metal operations building. The current design includes a 9,200+ square feet building requiring full engineering design.**
- 2. Operations and electrical buildings require full structural design.**
- 3. Removal of concrete headworks structure.**
- 4. Addition and removal of misc. structures.**
- 5. Site retaining walls are no longer required.**
- 6. VRF HVAC controls are now required in the operations building.**

See attached documentation for revised scope and fee for these project changes.

Agreement Summary:

Original agreement amount:	\$ 798,128
Net change for prior amendments:	\$ 0
This amendment amount:	\$ 43,136.50
Adjusted Agreement amount:	\$ 841,264.50

Change in time for services (days or date, as applicable): None

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

San Miguel Community Services District

Wallace Group

By: _____

By: _____

Print _____

Print _____

name: Kelly Dodds

name: _____

Title: General Manager

Title: _____

Date Signed: _____

Date Signed: _____

CONTRACT AMENDMENT



Project Name: Machado WWTF Upgrade & Expansion Design	CA No. 1
Client Name: San Miguel CSD	Project/Phase No. 0406-0031
Attention: Kelly Dodds	Date: June 23, 2023
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 Revision(s)

Based on scope changes related to the project, 3C Engineering and Murphy Structural Engineers subconsultants have updated their scope and fees. Attached to this contract amendment are the updated subconsultant proposals for reference.

The changes to the project scope include, but are not limited to:

1. Larger and more complex operations building
2. Operations and electrical buildings require full structural design
3. Removal of concrete headworks structure
4. Addition and removal of misc. structures
5. Site retaining walls no longer required
6. VRF HVAC controls in operations building

Murphy Structural Engineers increase	\$11,400
3C Engineering increase	\$26,110
<u>15% Subconsultant markup</u>	<u>\$5,626.50</u>
Total contract amendment	\$43,136.50

Revision(s) Represent:

- a change in previous instructions
- a change in Scope of Services
- other:

Revision(s) Fee:

- hourly (time & materials) \$43,136.50
- 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:

Bryan Childress, PE M37934, C88775
 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
 A California Corporation
 612 CLARION CT
 SAN LUIS OBISPO
 CALIFORNIA 93401
 T 805 544-4011
 F 805 544-4294

www.wallacegroup.us



3C | ENGINEERING

Machado WWTF

MP Engineering Proposal

Prepared For

Wallace Group

Bryan Childress

612 Clarion Ct

San Luis Obispo, CA 93401

Prepared By

3C Engineering Inc.

Brian Starrett, PE

1500 Palm St.

San Luis Obispo, CA 93401



6/12/2023

MACHADO WWTF

SCOPE

Engineering services for the design and preparation of mechanical and plumbing construction documents for the above referenced project.

BID DOCS

PLANS: Civil site plan and architectural floorplans.

RFP: 15 pages from City of San Miguel.

BASE BID

\$34,750

I. PROJECT DESCRIPTION

Our understanding of the project is based on the architectural design pdf's created by Client (herein referred to as the Client). 3C Engineering, Inc. (herein referred to as 3CE or Consultant) will develop the mechanical and plumbing design drawings and Title 24 energy calculations based on these pdf's and further developed AutoCAD plans.

The project includes a new 7,900 square foot office building with spaces for administration, board room, locker rooms, break room, public lobby and restrooms and a 1,351 square foot maintenance shop.

II. SCOPE OF SERVICES

The following paragraphs define our proposed Engineering Services for the project.

A. Design Phase



1. Develop design concepts with Client and coordinate space requirements for new MP equipment.
 2. HVAC design shall consist of a VRF system with individual controls in each office, conference room, board room and operations room. If the VRF system is deemed to be too expensive at the cost estimate and the HVAC system is redesigned, it shall be an additional service.
 3. HVAC design for the maintenance shop shall be limited to radiant heaters and general exhaust.
 4. Restrooms will be provided with general exhaust and ventilation.
 5. The water closets and urinals will be tied into the existing reclaimed water system (purple pipe).
 6. Plumbing design shall include connections and services to all fixtures shown on the architectural set of drawings.
 7. The wash area is not part of this scope. All plumbing shall be by the civil engineer.
 8. Coordinate MP systems with all other disciplines.
 9. Prepare Title 24 Mechanical Energy compliance forms and incorporate into Construction Documents.
 10. Prepare fully engineered MP drawings.
 11. Prepare project technical specifications for MP systems.
 12. Provide drawings and specifications for plan check, permitting and construction of the project. Provide periodic progress printings and design review printings (Design Development, Contract Documents)
- B. Plan Check Phase
1. Respond to MP plan check comments from County of SLO and USDA Plan Check and make all necessary revisions required to obtain the permit.
 2. Respond to MP review comments by Client and Owner.



C. Bid Phase

1. Provide assistance, clarifications, and addenda during the Bid Period.

D. Construction Phase

1. Provide construction support including submittal and shop drawing review, RFI responses, clarifications, changes to documents necessary to complete the work (not including Owner's design changes), site observations, punch list and back check.
2. Any special inspections requiring site visits will be an hourly additional service.
3. Attend 2 site visits (rough in and final).

III. EXCLUSIONS AND CLARIFICATIONS

- A. Upon the receipt of plan check approval, we consider the design phase of our scope of work to be complete. Additional design work resulting from changes or the receipt of new/missing information after the initial building department submittal will be considered additional services.
- B. Architectural background/floor plan/reflected ceiling plan revisions will be finalized and issued a minimum of two weeks prior to each design phase submittal.
- C. Architect and/or Interior Designer are responsible for horizontal and vertical control (elevations) of devices.
- D. Interior Design Plans, Reflected Ceiling Plans and FF&E equipment selections will be finalized three weeks prior to the 100% construction document phase to allow time for adequate coordination between design disciplines.
- E. Any Interior Design Plan, Floor Plan, Reflected Ceiling Plan, FF&E equipment or Owner/Developer changes after the initial plan check submittal will be considered an additional service.



- F. Our engineering fees do not include displacing and/or relocating on-site below grade mechanical utilities which have not been specifically identified prior to the date of this proposal.
- G. The design of the water, gas, sewer and storm drain utilities will stop at a point 5' outside the building perimeter. The project civil engineer will extend these utilities to the city utility systems.
- H. MP Drawings will be produced using AutoCAD 2014. Floor plan background drawings will be provided by the Client in AutoCAD 2014 or earlier release format.
- I. Value engineering, studies and investigations involving detailed consideration of operations, maintenance and overhaul expenses after the initial plan check submittal shall be considered an additional service.
- J. Hiring and coordination for a HERS rater shall be the responsibility of the general contractor. (residential only)
- K. Exclusion – HVAC and plumbing design beyond these 2 new structures.
- L. Exclusion – Commissioning of HVAC and plumbing equipment.
- M. Exclusion – Special inspections on site.
- N. Exclusion – Design of building fire suppression or smoke control systems to include fire sprinklers, smoke control zones and smoke refuge areas.
- O. Exclusion – Permits and fees associated with city plan check submittals.
- P. Exclusion – Design of water reclaim/reuse systems. 3CE will tie into a civil POC for the reclaimed water system to be used for water closets and urinals.
- Q. Exclusion – Design Services associated with Solar Thermal Systems or other similar onsite energy systems.



- R. Exclusion – Design, Engineering and documentation services associated with LEED Certification Seismic or structural calculations for mechanical systems.
- S. Exclusion – Noise studies of mechanical equipment and the effect on adjacent properties.
- T. Significant changes in extent of the Project or its design including, but not limited to, changes in size, complexity, owner’s schedule, or character of construction, or method of financing; and revising previously accepted studies, reports, design documents or contract documents when such revisions are due to causes beyond Consultant’s control will be considered an additional service.
- U. Services after the award of each contract in evaluating substitutions proposed by Contractor(s), and in making revisions to Drawings and Specifications occasioned thereby will be considered an additional service.
- V. Additional or extended services during construction made necessary by severe weather, earthquakes, fire, strikes or labor shortages, shortages of materials, discovery of hazardous site conditions, inability of Contractor to meet schedule, defective or delayed work by Contractor, default by Contractor and acceleration of the progress schedule involving services beyond normal working hours will be considered an additional service.



IV. FEE STRUCTURE

Fee compensation will be on a fixed fee basis as described below.

Payment terms: Net 30.

Engineering Basic Services	Mechanical	Totals
30% Design Documents	20%	\$ 6,950.00
60% Design Documents	35%	\$ 12,162.50
90% Design Documents	30%	\$ 10,425.00
100% Design Documents	15%	\$ 5,212.50
Bidding Assistance and Construction Administration	\$135/hr	NTE \$8,000
Total Basic Services:	100%	\$ 34,750.00

V. SCHEDULE

Client and Consultant both agree that there are many factors outside the Consultant’s control that could delay or extend the project schedule. These include but are not limited to slow decisions by regulatory agencies, inability of Contractor to meet schedule, defective or delayed work by the Contractor, belated Owner decisions and last minute Owner changes. As a result, if the Consultant’s services are extended beyond the periods scheduled then the Consultant shall be entitled to an equitable adjustment in compensation.

VI. REIMBURSABLE EXPENSES

Consultant shall be paid for Reimbursable Expenses at their direct costs plus 15%. Such payments will be in addition to payments for Engineering Services. Payment shall be made only if such expenses are incurred.

Reimbursable expenses shall be as follows:

- A. Plotting of CAD drawings beyond pdf documents.
- B. Reproduction of drawings and specifications.
- C. Express overnight delivery service.



- D. Local courier service.
- E. All costs for special insurance beyond our standard practice policies in force at the time of this agreement.



VII. TERMS AND CONDITIONS

Neither party will be liable for failure or delay to perform obligations under this Agreement, which have become practicably impossible because of circumstances beyond the reasonable control of the applicable party. Such circumstances include without limitation natural disasters or acts of God; acts of terrorism; labor disputes or stoppages; war; government acts or orders; epidemics, pandemics or outbreak of communicable disease; quarantines; national or regional emergencies; or any other cause, whether similar in kind to the foregoing or otherwise, beyond the party's reasonable control. Written notice of a party's failure or delay in performance due to force majeure must be given to the other party no later than five (5) business days following the force majeure event commencing, which notice shall describe the force majeure event and the actions taken to minimize the impact thereof. All delivery or performance dates under this Agreement affected by force majeure shall be tolled for the duration of such force majeure. The parties hereby agree, when feasible, not to cancel but reschedule the pertinent obligations and deliverables for mutually agreed dates as soon as practicable after the force majeure condition ceases to exist.

Should any contract terms conflict with one another, the parties agree that the term shall be interpreted as and controlled by the term contained in the 3C Engineering proposal/contract. The parties hereby expressly waive the provisions of California Civil Code §1642, and declare that it is their intention to interpret any conflict of terms as expressed in this paragraph. The parties agree that any conflicting terms do not create an ambiguity.

Interest shall accrue on any late payment owed 3C Engineering pursuant to this Agreement not made within thirty (30) days of the date such payment is due, at an annual interest rate equal to the highest rate permissible by law, with such interest accruing from the date the payment was originally due, and any late payment pursuant to this paragraph shall be credited first to interest and then to any outstanding fees or payment.

Contractor, without invalidating the Agreement, may order changes in the work within the general scope of the Agreement consisting of additions, deletions or other revisions, the contract sum and contract time being adjusted accordingly in writing. Extra Work and Change Orders become part of the Agreement once the order is prepared in writing and signed by the parties prior to the commencement of any work covered by the new work or change order. The order must describe the scope of the extra work or change, the cost to be added or subtracted from the Agreement, and the effect the order will have on the schedule of progress payments. If contractor and 3C Engineering cannot agree to a change in the contract sum, the contractor shall pay the 3C Engineering the actual cost plus reasonable overhead and profit, including supervision time required by the change. Payments for extra work or change orders shall be due and payable at the end of each calendar month within which the work is performed.

If any legal action or any arbitration or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the successful or prevailing party or parties will be entitled to recover reasonable attorneys' fees and other costs incurred in that action or proceeding, in addition to any other relief to which it or they may be entitled.

PARTIES TO THIS AGREEMENT

Thank you for considering us for this project. We look forward to working with you.

Respectfully submitted,
3C Engineering Inc.

Brian Starrett, PE
Principal
bstarrett@3ceng.com

Bryan Childress

Date

June 22, 2023

**San Miguel CSD Machado Wastewater Treatment Plant (WWTP)
1150 Mission St., San Miguel, CA**

Project approach

Structural services will be provided to support the architectural, civil, mechanical and electrical improvements.

Two phases are anticipated for the structural effort, the Construction Documents Phase & the Bid Process and Construction Administration Phase.

The structural scope can be broken into (4) parts:

A. Buildings

The operations building and electrical buildings will be fully designed structures as part of this scope. The covered wash and vehicle storage buildings are being proposed as pre-engineered metal buildings. The construction documents will include the design of the foundation and anchorage of the buildings and a performance specification for the structural design of the buildings. The building design will be provided by the metal building manufacturer as part of the contractor's scope during the submittal process. In order to provide an accurately biddable foundation and anchorage design, our team will do a rough building design to determine the foundation and anchorage loads. We will use the values to complete the design which will later be verified after the metal building design is submitted. During the submittal process the contractor's supplier's design will be reviewed for conformance and the foundation design will be verified and adjusted if required. Our design approach will utilize our extensive experience in this building type to avoid significant changes after the building review and verification process.

B. Misc. Structures

The miscellaneous structures will include the covered trash enclosure and mattress drop off bin which will be the same design. pump can foundations and a free standing wall for the wash down. These structures will all be fully designed as part of this scope.

The dump basin walls and slab are part of this scope and will include steel embeds for grating mounts.

C. Mechanical and Electrical Equipment Support

Various pads are anticipated for generators, controls, switchgear and other equipment. Pads and anchorage will be designed as part of this scope based on the team's equipment selection; design verification will be done during the submittal process. If equipment substitutions are made, the designs will be verified and/or modified as required; buffers will be built into the design within a practical extent to limit changes to the design due to minor equipment substitutions. One light pole foundation and anchorage structural design is anticipated.

D. Site Retaining Walls

Site walls are no longer anticipated.

The deliverables for the design process will be as follows:

60% Construction Documents: Plans and partial detailing

90% Construction Documents: Full drawings set, calculations and specifications

100% Construction Documents: Final drawings set, calculations and specifications



Meetings for the construction documents portion:

Four (4) meetings, one at each design package milestone are anticipated.

Deliverables for the bid process and construction administration portion will include:

- Submittal review
- Responses to RFI's when requested
- Design verification for metal building and equipment

Meetings/Observations during construction:

- One (1) Preconstruction meeting
- One (1) job site meeting
- Six (6) structural observations

We propose to provide the engineering services outlined above for a total fixed fee of **\$43,500** for the proposed project plus estimates as shown.

Permit Drawings	\$36,500
Specifications	\$7,000
Bid Support (estimate)	\$3,000
Construction Administration (estimate)	\$10,500

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 12.7

SUBJECT: Water rate information requested at 6/22/23 SMCSD Board Meeting

SUGGESTED ACTION: Receive and discuss information requested at the 6/22/2023 Board meeting.

DISCUSSION:

Below are the general questions from the 6/22/23 Board meeting and associated response information. (They are not in any particular order)

- 1. How much money has been generated and put into reserve over the current five year term when the increases began.**
 - The 2018 rate study projected reserves would increase by \$315,608 during the 5-year 218 notice period. Reserves actually increased by \$577,298 during that period.
 - The 2018 rate study projected \$4.8 million in total expenditures during the 5-year 218 notice period. Actual total expenditures during that period were \$4.7 million.
 - The 2018 rate study projected \$5.1 million in total revenues during the 5-year 218 notice period. Actual total revenues during that period were \$5.3 million.
- 2. If no increase is approved, when would the District begin providing water at a deficit? When would the District become insolvent?**
 - Based on revenue staying the same, expenditures increasing by inflation only (5%) and stopping all capital expenditures'.

Using Unrestricted and restricted funds

- The Water Department would be operating in a deficit in approximately 7 years. (Assuming no unplanned/emergency expenses occur which will shorten the time frame)
- The Water Department would be insolvent within approximately 13 years. (Assuming no unplanned/emergency expenses occur which will shorten the time frame)
- At 16 years there would be a significant risk that the Water Department debt would be risking insolvency for the Wastewater Department which would be loaning the Water Department money to pay its debt.
- If the Board allows the Water Department to sell water at a deficit, it will require a drastic increase (similar to 2018) to get back on track. Since costs are higher it may require increases even higher than 2018 to get to a stable financial footing.
- This assumes a hiring freeze, wage freeze, and that no capital projects are performed.
- This would likely lead to additional costs related to contracting some maintenance work, potential emergency infrastructure projects, and additional cost related to the loss of grant funding to facilitate capital improvement and repair type projects.
- Loss of grant funds will increase costs associated with necessary improvement and replacement projects and will speed up the timeline for insolvency as well as increase the amount of future rate increases to make up for the lost revenue that could have been achieved through minor increases over time.

- In the event that rates were not increased, within 3 years drastic cuts would be necessary to secure the long-term financial stability of the Water Department. This would include, but not be limited to, reducing staffing and reducing or stopping all capital and preventative expenditures. Most of the reduction would need to come from staffing reductions. Currently the Water Department only employs 3.47 Full Time Equivalent (FTE) employees which would likely all need to be eliminated. With the exception of fire personnel, all other District employees work for multiple departments, so in order to achieve the necessary reduction in staffing cost employee pay would need to be removed from Water and reassigned to the other funds, further burdening the other departments.

Additionally since the Water Department wouldn't have any employees to perform the necessary work, the work would need to be contracted out, at a much higher annual cost, with a much lower level of service to the community.

3. At what point is it anticipated that water rates will go down.

- The current proposed rate increase is based on the need to cover added costs due to inflation.
- The District has been fortunate to be able to capitalize on the community's status as a "Disadvantaged Community" to be awarded grants for infrastructure improvements and repairs. In the future as the community dynamic changes the District may not have this distinction and will not qualify for the same grants; resulting in projects being delayed resulting in larger projects at higher costs.
- If the Federal Reserve (FED) reduces interest rates and/or inflation slows down or reverses, then there is a possibility that the District could skip increases or lower rates.
- At this point the goal of the rate increases is to cover part of the increases that the District is paying due to inflation.
- The District is not immune to inflation, although Staff is keenly aware of the increased costs that our customers are facing everywhere the District also has increased cost due to inflation on all of the materials, fuel, contracting etc. that are paid for thru user rates.

4. How many customers will be affected by switching from meter size to lot size as a basis for the fixed monthly fee as a proposed capital assessment fee (potentially placed on the property tax roll).

- Recovering the capital component of the fixed fee based on lot size instead of meter size
 - On average residential customers would pay \$0.95 less per month (less than 700 customers). However, some residential customers will see significant increases to their bill. The largest increase is projected to be \$170 per month or roughly six times the proposed 1" and below fixed charge.
 - These results are based on rough numbers for residential customers only. Actual results may vary based on all customers, verification of lot sizes, usage, meter size, etc.
 - Assessment on property tax.
 - Essentially, all customers will be affected by creating an assessment for capital, or capital/fixed costs.
 - A lot size fee or assessment will need to pass the requirements of Prop 26 and/or Prop 218
 - If the Board determines that this is an appropriate direction, then an RFP would need to be drafted and circulated for a consultant to conduct the assessment and related work to have the assessment developed and placed on a ballot to be approved by the voters.
 - Developing an assessment to the point where it can be placed on a ballot can be costly and there is no guarantee that it will pass. If it fails, you

have a cost that was lost to the effort which now would be an added cost that needs to be paid for through user rates. (Potentially increasing user fees to cover the failed ballot measure)

- If an assessment is successful and capital, or capital/fixed funding is removed from monthly user fees and applied to the parcel as an assessment, this may lower the monthly user fees but will in turn increase annual cost of property ownership. Thus, potentially increasing the overall cost (monthly user fees + assessment). It may help renters in the short term, but in the case of a rental the landlord may increase the rent to cover the additional assessment on their property taxes.
- Additionally, an assessment isn't a one for one switch from monthly user fees to the assessment. There are added costs to developing and maintaining an assessment which have to be considered in developing the assessment rate and will usually increase the amount assessed from that which was removed from the user fee.

The proposed fixed fee in the current rate study is \$32.20, paid monthly. Assuming that the same amount was turned into an assessment (equal for all served parcels) on the property tax it would add \$387.60 plus county fees to the property tax which is then due in 2 payments to the County. Funds received by the County are distributed to the District on a quarterly basis.

5. Was an RFP issued for the rate study?

- Yes, at the April 28th, 2022, Board meeting the Board authorized the issuance of a Cost-of-Service RFP for a rate study for water, wastewater, streetlighting, and solid waste (Approved 4-1-0/ Lara dissenting)
- The RFP was circulated until May 27th, 2022, and placed at District website, plan rooms, CSDA, and sent directly to all known providers.
- Three proposals were received, with Bartle Wells meeting all the RFP requirements and being the lowest proposal.
- At the June 23rd, 2022, Board meeting the recommendation to approve Resolution 2022-37 awarding a contract to Bartle Wells Associates was approved (Approved 4-0-1/ Lara absent)

6. Cost of the current Water Cost-of-service Rate Study

- The water rate study is \$28,807.50.
- In June 2022 a contract was awarded to Bartle Wells for rate studies for the four utility departments at a total cost of \$91,240. (Resolution 2022-37 Approved 4-0-1/ Lara absent)

7. Comparison of Median Household Income

- While it is a fair statement that comparison of rates between San Miguel and other areas is not an apples-to-apples type comparison, it does give a relative comparison to what other areas are charging. The fact is that the District, just like any other agency, has operational costs that are covered by the rates established for the purchase of water by customers within the District. Whether there are 3,000 connections or 10 connections the cost to operate the Water Department is predominately funded by user rates and fees.
- Although some costs can be differed, normal day-to-day costs cannot be. The District is, for all intents and purposes, a business. It cannot survive by operating in a deficit, the District has legal obligations (regardless of the cost) to provide safe potable water to its customers in a fiscally responsible manner. The District also has a obligation to its customers to responsibly plan for the future improvements and replacements of the system.
- A table of the local area cities, towns, and Districts is attached for informational purposes only. This information was gathered from censusreporter.org, it is compiled from the 2021 census, rates

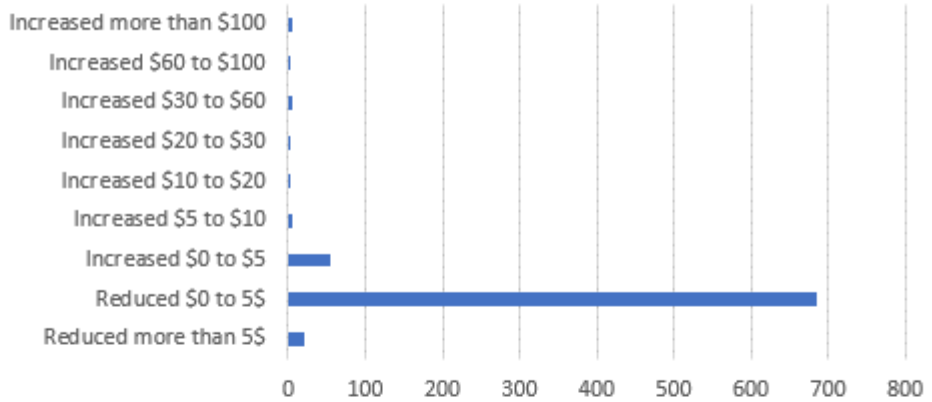
were taken from agency websites.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

Number of Customers Impacted by Recovering Fixed Capital
Charge Component by Acre
(# of Customers by \$ Impact per Month)



Information from Census Reporter based on 2021 data

List is in order of population from lowest to highest

Area	MHI	Households	Population	Person per household	Cost based on 7 units
Oak Shores (cpuc)	\$ 64,274	106	210	2.0	
San Simeon	\$ 50,486	238	510	2.1	\$ 148.82
Santa Margarita	\$ 38,523	488	800	1.6	\$ 82.91
Shandon	\$ 77,734	349	1,110	3.2	\$ 91.37
Cayucos	\$ 77,936	1,138	2,133	1.9	
San Miguel	\$ 66,496	832	2,837	3.4	\$ 72.55
Heritage Ranch	\$ 74,430	1,272	3,050	2.4	\$ 59.56
Cambria	\$ 87,744	2,739	5,487	2.0	\$ 110.15
Templeton	\$ 103,340	3,169	8,458	2.6	\$ 39.55
Morro Bay	\$ 80,808	4,884	10,785	2.2	\$ 84.00
Atascadero	\$ 82,777	11,733	29,771	2.5	\$ 40.14
Paso Robles	\$ 75,569	11,960	33,593	2.6	\$ 55.92
San Luis Obispo County	\$ 80,615	107,571	283,159	2.5	

**San Miguel Community Services District Board Of Director & Groundwater
Sustainability Agency
Staff Report**

July 27, 2023

AGENDA ITEM: 14.1

SUBJECT:

Conference with Legal Counsel- Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of section 54956.9: One (1) matter

SUGGESTED ACTION: Direction to staff.

DISCUSSION:

FISCAL IMPACT:

Unknown

PREPARED BY: Christina Pritchard
