



BOARD OF DIRECTORS

Ashley Sangster, President

John Green, Vice-President

Brendin Beatty, Director

Rod Smiley, Director

Owen Davis, Director

REGULAR MEETING AGENDA

Open Session 6:00 PM

601 12th Street San Miguel, CA Date: 04-17-2025

Cell Phones: As a courtesy to others, please silence your cell phone or pager during the meeting and engage in conversations outside the Boardroom.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the CSD Clerk at (805) 467-3388. Notification 48 hours in advance will enable the CSD to make reasonable arrangements to ensure accessibility to this meeting.

Public Comment: Sign in sheet at podium for public comment. Comments are **limited to three minutes**, unless you have registered your organization with CSD Clerk prior to the meeting. If you wish to speak on an item not on the agenda, you may do so under item "Public Comment and Communications for items not on the agenda". Person(s) who wish to submit written correspondence, may do so at www.sanmiguelcsd.org. All correspondence is distributed to each Board Director and will become part of the record of that board meeting. Any member of the public may address the Board of Directors on items on the consent calendar.

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

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

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

5. **Public Comment and Communications for items not on the agenda** *Persons wishing to speak on a matter not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda (Gov Code 54954.2). Speakers are **limited to three minutes**. Please sign in with name and address at podium.*
6. **Non- District Reports**
 1. San Luis Obispo County Organizations
 2. Community Service Organizations
 3. Camp Roberts—Army National Guard
7. **Staff & Committee Reports - Receive & File**
 1. General Manager (Pg. 4)
 2. District Counsel
 3. District Utilities (Pg. 5-7)
 4. Fire Chief Report (Pg. 8-23)
8. **Board Action Items**
 1. Monthly claim detail and investment reports for March 2025 (**Recommend receive and file by Board consensus**)
When ancillary reports area provided, they are for reference only and are subject to change. (Pg. 24-48)
 2. **Draft** Fiscal Year 2025-2026 District Operation and Maintenance (O&M) Budget and Capital Improvement Project (CIP) Budget. (**Discuss and provide comments to staff**) (Pg. 49-71)
 3. Special District Risk Management Authority (SDRMA) Board of Directors call for nominations. Four (4) Directors seats are up for election with a Term January 1, 2026 - December 31, 2029. (**Provide nomination by 3/5 vote**) (Pg. 72-95)
 4. REQUEST FOR PROPOSAL- Sewer System Management Plan Audit and Update (**Review and Approve by 3/5 vote**) (Pg. 96-109)
 5. Continued from March 27th, 2025, Board Meeting
Establish the dates for applications and sales of "Safe and Sane" fireworks for the 2025 calendar year by RESOLUTION 2025-09 (**Review and approve by 3/5 vote**) (Pg. 110-111)
 6. Continued from March 27th, 2025, Board Meeting
Review and approve firework permit fees for 2025 calendar year by RESOLUTION 2025-10 (**Review and approve by 3/5 vote**) (Pg. 112-115)
 7. Declare hazardous weeds a public nuisance within the San Miguel Community Services District. (**Approve by 3/5 vote**) (Pg. 116-128)

8. Discuss reading written public comment at board meetings (**action by 3/5 vote**) (Pg 129-134)
9. Discussion on the dissolution of the San Miguel Community Service District (**Discussion**) (Pg. 135-136)
10. Discussion and possible action regarding .65 MG Main Water Tank access road improvements (**direction by 3/5 vote**) (Pg. 137-138)

9. **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.*

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

CLOSED SESSION ADMONISHMENT:

The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; regarding attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waiver of the privilege.

1. PUBLIC EMPLOYMENT

Title: Fire Chief; Pursuant to Government Code Section 54954.5 (Pg. 139)

2. PUBLIC EMPLOYMENT

Title: General Manager; Pursuant to Government Code Section 54954.5 (Pg. 140)

3. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

Agency designated representatives: District General Manager and General Counsel

Employee Organization: SEIU Local 620 (Pg. 141)

11. Report out of Closed Session

12. Adjournment to Next Regular Meeting

ATTEST:

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

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

Date:

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 7.1

SUBJECT: General Manager (Pg. 4)

SUGGESTED ACTION: Receive report

DISCUSSION:

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

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

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

General information about the District can also be found on the District website - www.sanmiguelcsd.org

Answers to questions asked at prior meetings are below. Related reports are attached to the end of this report.

- Reason for approximately 13K in legal cost regarding the attempted 2021-22 recall of Directors Smiley, Gregory and Kalvans.
 - After reviewing the confidential invoicing from legal counsel the cost associated with the attempted recall were related to the following; Allowable actions that the District may take to counter dissemination of false information about the District by those driving the recall effort, False information being posted to social media by sitting board members and the public, Conflict of interest of a sitting board member attempting to recall board members.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 7.3

SUBJECT: District Utilities (Pg. 5-7)

SUGGESTED ACTION: Receive and file

DISCUSSION:

Well Status:

- Well 4 is operational – Well Level 76’ 4/3/25 (STATIC)
- Well 3 is operational – Well Level 87’ 4/3/25 (STATIC)
- SLT Well is operational -Well Level 119’ 4/3/25 (STATIC)

Water System status:

Water leaks this month: 1 Calendar year 2025: 2

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

- Replaced 2 water services which were leaking in the L and K alley

Sewer System status:

Sewer overflows this month: 0 Calendar year 2025: 0

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

- .

California Regional Water Resources Control Board:

- .

State Water Resources Control Board (SWRCB):

- .

Division of Water Resources (DWR):

- .

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

- .

Billing related activity:(as of 4-7-2025)

- Total active accounts

- 914 water accounts
- 813 wastewater accounts
- **Overdue accounts**
- 34 accounts 60 days past due
- **Accounts on a Payment Arrangement Agreement**
- 15 accounts have started an arrangement.
- **Service orders this month**
- 0 service orders issued and completed

Lighting/ Landscaping status:

- Preparing potential project for board approval.

Solid Waste:

- Household Hazardous Waste Facility (HHWF)
 - Project funding approved by Integrated Waste Management Authority (IWMA)
 - Waiting on IWMA for plan design.
- Mattress recycling
 - Mattresses are accepted by appointment only, Monday, Wednesday, Friday between 8 am and 11 am.
- E-Waste collection
 - E-waste is accepted Monday, Wednesday, Friday between 8 am and 11 am.

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

- .

Project status:

- **WWTF status:**
 - Nearing 90% plan completion
 - Continuing to review additional grant and financing options.
 - Our state project manager is currently processing our construction agreement
 - Conditional Use Permit being presented to BOS for approval April 24th.
- **Replacement water tank and pump station on east side of river/ water line replacement.**
(21007) started February 2022
 - **(POTENTIALLY GRANT FUNDED)**
 - Delayed pending funding.
- **Alley water line relocation 10th St to San Luis Obispo St**
 - Work started 2/17.
 - All residents, San Miguel Garbage and San Miguel Fire were all notified of alley closures and service disruptions.
 - Work is approximately 80% complete
- **Sewer lining and manhole rehabilitation project** (21008) started February 2021
 - **(100% GRANT FUNDED)**
 - Report accepted by the Board 8/2024
 - WSC finalizing deliverables per the grant.
 - Preparing a construction grant application to perform repairs.
- **Cost of Service Rate Study WASTEWATER** (22005) started June 2022
 - Staff reviewing options and preparing proposal for Board consideration

- **Well monitoring and metering project**
 - Equipment received and being installed.
- **Chlorine analyzers and turbidimeter replacement**
 - Equipment installed at Well 3 and SLT

Staffing

- Vacant position(s).
 - WWTF Operator Lead

SLO County in San Miguel:

-

Caltrans in San Miguel:

- Wellsona undercrossing construction is underway.

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 7.4

SUBJECT: Fire Chief Report (Pg. 8-23)

SUGGESTED ACTION: Receive and File

DISCUSSION:

Equipment:

1. All San Miguel Fire Department (SMFD) engines are currently in service.
2. Engine 8696 (E8696) has minor electrical issues with some auxiliary lights. We identified the issues and are exploring repair options.
3. South Coast in Paso Robles was scheduled to reopen in February under Pierce management update on operational status is pending. Renewal Equipment Services is hoping to open in late April.

Cost Recovery:

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

Grants:

2023/2024/2025 Grants

1. San Miguel Fire (SMF) applied for the 2024 Office of Traffic Safety (OTS) Grant on January 26, 2024, for replacement of necessary Auto Extrication Equipment and the grant was awarded. The process is moving forward funding has been approved, the products have been received and are in-service. San Miguel Fire (SMF) is working with the Office of Traffic Safety (OTS) on the Press Releases, Community Outreach, and Education as required by the terms of the grant. Reimbursement for the purchases has been received.
2. The 2025 Office of Traffic Safety (OTS) Grant opened in January 2025, San Miguel Fire (SMF) applied for the 2025 Office of Traffic Safety (OTS) Grant for additional auto extrication equipment.
3. The 2025 Assistance to Firefighters Grant (AFG) opened 11/11/2024 and San Miguel Fire (SMF) applied for this grant again for respiratory safety equipment. No status update is available as of 4/8/2025.
4. The 2025 Staffing for Adequate Fire and Emergency Response Grant (SAFER) was scheduled to open in February 2025. However a notice of release has not been received to date. San Miguel Fire (SMF) will be applying for this grant again. Board approved Resolution 2025-01 authorizing the Fire Chief to represent the District in this application.
5. The 2024/2025 Volunteer Fire Department / Rural Fire Department (VFD / RFD) grant has been submitted and approved for funding. The BOD voted to accept the grant funding at the 9/26/2024 meeting and approved grant funding 3-1-1. Final funding approval has been received. The approved communications equipment has been received and the balance of the approved products are on order.
6. The 2025/2026 Volunteer Fire Department / Rural Fire Department (VFD / RFD) grant has opened. Grant applications are due in May 5 2025.
7. San Miguel Fire (SMF) applied for Federal Emergency Management Agency (FEMA) grant funding to construct an Emergency Operations Center (EOC). \$1,027.00 in Federal Emergency

Management Agency (FEMA) funding has been earmarked for this project and is at the Federal level waiting for release.

Training:

1. Regular weekly training is continuing to adhere to the annual training schedule. Weekly training schedule has changed from Tuesday to Wednesday nights for company training.
2. Additional training has been occurring during the week as schedules allow.
3. Additional outside training shall commence as courses become available.
4. 1- Recruit is attending the Allan Hancock Firefighter Academy. He is scheduled to graduate May 16, 2025.
5. Engineer Rojas has been selected to represent San Miguel Fire (SMF) for the County Training Officers Association and attending regular meetings.
6. Engineer Navarro has completed Cardio Pulmonary Resuscitation (CPR) training certification.
7. All active Department Members have completed Cardio Pulmonary Resuscitation (CPR) and Basic Life Support (BLS) recertification.

San Luis Obispo County Fire Chiefs Association:

Fire Chief Young was again appointed as the County Fire Chiefs Association representative to SLOFIST. Regular monthly meetings are being attended.

San Miguel Advisory Council:

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

Temporary Housing Unit:

- The installation is complete and final inspections have been completed.
- A meeting with the new North County Sheriff Commander was held and San Miguel Fire is waiting for an update regarding their use for the space.
- Swift provided their final bill for payment. Payment is in process.

Multi Jurisdiction Hazard Mitigation Plan (MJHMP)

- New Mitigation Worksheets have been completed and forwarded to the team.
- Next meeting scheduled for April 2, 2025. This was in conflict with the San Luis Obispo County Fire Chiefs Meeting. Updated meeting information received via email. Project worksheets were submitted.

Plan Check Fees.

- Reviewing the current plan check fees and working on revised fee structure.

February 2025 Board items.

- The North County Sheriff Commander was contacted regarding the possibility of empowering residents with the ability to administer fines for use of illegal fireworks. The response was that this is not possible.
- A new Fire Department Cal Card credit card was issued to replace the card issued to Rob Roberson's card.
- Contacted agencies regarding aerial IR flights, have not received a response as of 4/9/2025.

FISCAL IMPACT:

None

PREPARED BY: Scott Young

San Miguel Fire Department

San Miguel, CA

This report was generated on 4/8/2025 10:57:36 AM



Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 03/01/2025 | End Date: 03/31/2025

| START | END | LOG TYPE | APPARATUS | NOTES | HOURS |
|-----------------------|---------------------|----------|-----------|--|-------|
| Young, Scott P | | | | | |
| 03/03/2025 00:01:00 | 03/04/2025 08:30:00 | DAYBOOK | SMF 1 | | 32.48 |
| 03/03/2025 14:00:00 | 03/03/2025 15:00:00 | DAYBOOK | E8696 | Final Fire Inspection DeAlba Mission Lane | 1.00 |
| 03/04/2025 08:30:00 | 03/05/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/05/2025 08:30:00 | 03/06/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/05/2025 09:00:00 | 03/05/2025 12:00:00 | DAYBOOK | 8600 | County Fire Chiefs Meeting in AG | 3.00 |
| 03/05/2025 18:00:00 | 03/05/2025 22:00:00 | DAYBOOK | | EMS : CPR Lead Instructor: Navarro, Wyatt P | 4.00 |
| 03/05/2025 20:32:00 | 03/05/2025 21:01:00 | INCIDENT | E8696 | Incident 2025-052 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1188 Cortez CIR | 0.48 |
| 03/06/2025 07:54:00 | 03/06/2025 08:01:00 | INCIDENT | 8600 | Incident 2025-053 - Trash or rubbish fire, contained: Apparatus 8600 responded to 900 N River RD | 0.12 |
| 03/06/2025 08:30:00 | 03/07/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/06/2025 12:00:00 | 03/06/2025 14:00:00 | DAYBOOK | 8600 | 1300 Meeting with LAFCO at LAFCO Office | 2.00 |
| 03/06/2025 17:07:00 | 03/06/2025 17:14:00 | INCIDENT | 8600 | Incident 2025-054 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 698 N River RD | 0.12 |
| 03/07/2025 08:30:00 | 03/08/2025 06:00:00 | DAYBOOK | SMF 1 | | 21.50 |
| 03/07/2025 09:00:00 | 03/07/2025 10:30:00 | DAYBOOK | 8600 | 1st 2025/2026 Budget meeting | 1.50 |
| 03/07/2025 12:28:00 | 03/07/2025 13:07:00 | INCIDENT | 8600 | Incident 2025-055 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1420 K ST | 0.65 |
| 03/08/2025 17:00:00 | 03/09/2025 08:30:00 | DAYBOOK | 8600 | | 15.50 |
| 03/09/2025 08:30:00 | 03/10/2025 08:30:00 | DAYBOOK | 8600 | | 24.00 |
| 03/10/2025 08:30:00 | 03/11/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/11/2025 08:30:00 | 03/12/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/12/2025 08:30:00 | 03/13/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/12/2025 14:00:00 | 03/12/2025 15:30:00 | DAYBOOK | SMF 1 | Meeting with CalFire BC's to review Auto-aid agreement. | 1.50 |
| 03/12/2025 18:00:00 | 03/12/2025 19:00:00 | DAYBOOK | E8696 | Meet with Mission Staff and discussed fire safety | 1.00 |
| 03/12/2025 18:00:00 | 03/12/2025 22:00:00 | DAYBOOK | | Firefighter Training: Scene Size up Lead Instructor: Young, Scott P | 4.00 |
| 03/13/2025 08:30:00 | 03/14/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/13/2025 19:00:00 | 03/13/2025 21:00:00 | DAYBOOK | 8600 | GSA meeting | 2.00 |
| 03/14/2025 08:30:00 | 03/15/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/15/2025 17:00:00 | 03/16/2025 08:30:00 | DAYBOOK | 8600 | | 15.50 |
| 03/16/2025 08:30:00 | 03/17/2025 08:30:00 | DAYBOOK | 8600 | | 24.00 |
| 03/16/2025 10:34:00 | 03/16/2025 10:45:00 | INCIDENT | 8600 | Incident 2025-057 - Passenger vehicle fire: Apparatus 8600 responded to 7700 S Highway 101 HWY | 0.18 |
| 03/17/2025 08:30:00 | 03/18/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/17/2025 10:00:00 | 03/17/2025 11:00:00 | DAYBOOK | SMF 1 | Meeting with Verkada regarding intercom, and video security options. | 1.00 |
| 03/17/2025 13:30:00 | 03/17/2025 15:00:00 | DAYBOOK | SMF 1 | Plan Check review 560 Chick Lane | 1.50 |
| 03/18/2025 10:00:00 | 03/18/2025 14:00:00 | DAYBOOK | | | 4.00 |
| 03/18/2025 18:30:00 | 03/19/2025 08:30:00 | DAYBOOK | SMF 1 | | 14.00 |

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 |
|---------------------------------|---------------------|----------|-----------|--|--------|
| 03/19/2025 08:30:00 | 03/20/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/19/2025 08:30:00 | 03/19/2025 09:30:00 | DAYBOOK | SMF 1 | Revise Plan check review letter for 1285 Mission | 1.00 |
| 03/19/2025 09:30:00 | 03/19/2025 11:00:00 | DAYBOOK | SMF 1 | Plan check review 1051 Wimer Way | 1.50 |
| 03/19/2025 11:00:00 | 03/19/2025 12:00:00 | DAYBOOK | SMF 1 | Plan check review 1053 Wimer Way | 1.00 |
| 03/20/2025 08:30:00 | 03/21/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/20/2025 13:39:00 | 03/20/2025 14:14:00 | INCIDENT | E8696 | Incident 2025-059 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1887 Mission ST | 0.58 |
| 03/21/2025 08:30:00 | 03/22/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/22/2025 08:30:00 | 03/23/2025 08:30:00 | DAYBOOK | 8600 | | 24.00 |
| 03/23/2025 08:30:00 | 03/24/2025 08:30:00 | DAYBOOK | 8600 | | 24.00 |
| 03/24/2025 08:30:00 | 03/25/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/25/2025 08:30:00 | 03/26/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/26/2025 08:30:00 | 03/27/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/26/2025 09:00:00 | 03/26/2025 10:30:00 | DAYBOOK | 8600 | 1465 & 1469 K Street Fire final inspection both passed garage pending | 1.50 |
| 03/26/2025 11:58:00 | 03/26/2025 12:31:00 | INCIDENT | E8696 | Incident 2025-060 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1116 L ST | 0.55 |
| 03/26/2025 13:18:00 | 03/26/2025 13:29:00 | INCIDENT | 8600 | Incident 2025-061 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 7857 Estrella RD | 0.18 |
| 03/26/2025 19:00:00 | 03/26/2025 21:00:00 | DAYBOOK | 8600 | SMAC Meeting | 2.00 |
| 03/27/2025 08:30:00 | 03/28/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/27/2025 10:19:00 | 03/27/2025 10:42:00 | INCIDENT | E8696 | Incident 2025-062 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1140 N ST | 0.38 |
| 03/27/2025 18:00:00 | 03/27/2025 22:00:00 | DAYBOOK | 8600 | BOD Meeting | 4.00 |
| 03/28/2025 08:30:00 | 03/29/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/28/2025 08:45:00 | 03/28/2025 09:27:00 | INCIDENT | E8696 | Incident 2025-063 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 4545 Vineyard Canyon RD | 0.70 |
| 03/28/2025 14:30:00 | 03/28/2025 16:00:00 | DAYBOOK | E8696 | Pre-Plan of the Rios Calodena | 1.50 |
| 03/29/2025 08:30:00 | 03/29/2025 14:30:00 | DAYBOOK | 8600 | | 6.00 |
| 03/29/2025 20:00:00 | 03/30/2025 08:30:00 | DAYBOOK | 8600 | | 12.50 |
| 03/29/2025 23:05:00 | 03/29/2025 23:19:00 | INCIDENT | 8600 | Incident 2025-064 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 1235 L ST | 0.23 |
| 03/30/2025 08:30:00 | 03/31/2025 08:30:00 | DAYBOOK | 8600 | | 24.00 |
| 03/31/2025 08:30:00 | 04/01/2025 08:30:00 | DAYBOOK | SMF 1 | | 24.00 |
| 03/31/2025 20:43:00 | 03/31/2025 21:06:00 | INCIDENT | 8600 | Incident 2025-065 - EMS call, excluding vehicle accident with injury: Apparatus 8600 responded to 560 12th ST | 0.38 |
| Total Hours for: Young, Scott P | | | | | 713.03 |
| Total of all Personnel Hours | | | | | 713.03 |

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 4/8/2025 11:00:39 AM



Effective Response Force Times by Incident for Date Range

Agencies On Scene: All Agencies | Census Tract(s): All Census Tracts | Cities: All Cities | Map Page(s): All Map Pages | Mutual Aid: All Types and None | Primary Action (s) Taken: All Codes | Property Use(s): All Types and None | Response Mode(s): All Response Modes | Shift(s): All Shifts | Zone(s): All Zones | Incident Type(s): All Incident Types | Station(s): All Stations | Complaints Reported by Dispatch: All Complaints Reported by Dispatch | Start Date: 03/01/2025 | End Date: 03/31/2025

| Incident Date | Incident # | Losses - Property | Losses - Contents | Alarm Time | Total Personnel - Effective Response | First On Scene Apparatus | Last On Scene Apparatus | Earliest Turnout | Call Processing Time | First Unit Total Response Time | First Unit Travel Time | Total Travel Time Effective Response | Total Response Time Effective Response |
|---------------|------------|-------------------|-------------------|------------|--------------------------------------|--------------------------|-------------------------|------------------|----------------------|--------------------------------|------------------------|--------------------------------------|--|
| 03/02/2025 | 2025-051 | 0 | 0 | 15:04:00 | 3 | E8696 | E8696 | 04:00 | 00:00 | 00:06:00 | 00:02:00 | 00:02:00 | 00:06:00 |
| 03/05/2025 | 2025-052 | 0 | 0 | 20:32:00 | 5 | E8696 | E8696 | 01:00 | 00:00 | 00:03:00 | 00:02:00 | 00:02:00 | 00:03:00 |
| 03/06/2025 | 2025-053 | 0 | 0 | 07:54:00 | 1 | 8600 | 8600 | 00:00 | 00:00 | 00:03:00 | 00:03:00 | 00:03:00 | 00:03:00 |
| 03/06/2025 | 2025-054 | 0 | 0 | 17:07:00 | 5 | 8600 | 8600 | 01:00 | 00:00 | 00:05:00 | 00:04:00 | 00:04:00 | 00:05:00 |
| 03/07/2025 | 2025-055 | 0 | 0 | 12:28:00 | 2 | 8600 | 8600 | 02:00 | 00:00 | 00:04:00 | 00:02:00 | 00:02:00 | 00:04:00 |
| 03/15/2025 | 2025-056 | 0 | 0 | 11:00:00 | 3 | E8696 | E8696 | 05:00 | 00:00 | 00:06:00 | 00:01:00 | 00:01:00 | 00:06:00 |
| 03/16/2025 | 2025-057 | 0 | 0 | 10:34:00 | 1 | 8600 | 8600 | 01:00 | 00:00 | 00:04:00 | 00:03:00 | 00:03:00 | 00:04:00 |
| 03/18/2025 | 2025-058 | 0 | 0 | 14:00:00 | 2 | E8696 | E8696 | 01:00 | 00:00 | 00:08:00 | 00:07:00 | 00:07:00 | 00:08:00 |
| 03/20/2025 | 2025-059 | 0 | 0 | 13:39:00 | 2 | E8696 | E8696 | 00:00 | 00:00 | 00:06:00 | 00:03:00 | 00:05:00 | 00:06:00 |
| 03/26/2025 | 2025-060 | 0 | 0 | 11:58:00 | 3 | E8696 | E8696 | 01:00 | 00:00 | 00:04:00 | 00:03:00 | 00:03:00 | 00:04:00 |
| 03/27/2025 | 2025-062 | 0 | 0 | 10:19:00 | 3 | E8696 | E8696 | 01:00 | 00:00 | 00:02:00 | 00:01:00 | 00:01:00 | 00:02:00 |
| 03/28/2025 | 2025-063 | 0 | 0 | 08:45:00 | 2 | E8696 | E8696 | 04:00 | 00:00 | 00:09:00 | 00:05:00 | 00:05:00 | 00:09:00 |
| 03/31/2025 | 2025-065 | 0 | 0 | 20:43:00 | 2 | 8600 | 8600 | 02:00 | 00:00 | 00:06:00 | 00:04:00 | 00:04:00 | 00:06:00 |

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

San Miguel Fire Department

San Miguel, CA

This report was generated on 4/8/2025 11:01:57 AM



Incidents for Zone for Status for Date Range

Incident Status(s): All Incident Statuses | Zone(s): All Zones | Start Date: 03/01/2025 | End Date: 03/31/2025

| INCIDENT NUMBER | INCIDENT TYPE | DATE | INCIDENT STATUS | LOCATION | APPARATUS |
|---|---------------|------------|-----------------|-------------------------|--------------------|
| Zone: AAE - Auto Aid East | | | | | |
| 2025-050 | 321 | 03/02/2025 | Reviewed | 525 Nygren RD | E8696 |
| 2025-061 | 321 | 03/26/2025 | Reviewed | 7857 Estrella RD | 8600, E8696 |
| AAE - Auto Aid East Incidents: 2 | | | | | |
| Zone: AAN - Auto Aid North | | | | | |
| 2025-058 | 321 | 03/18/2025 | Reviewed | N Highway 101 HWY | E8696 |
| 2025-063 | 321 | 03/28/2025 | Reviewed | 4545 Vineyard Canyon RD | E8696 |
| AAN - Auto Aid North Incidents: 2 | | | | | |
| Zone: AAS - Auto Aid South | | | | | |
| 2025-057 | 131 | 03/16/2025 | Reviewed | 7700 S Highway 101 HWY | 8600, E8696 |
| AAS - Auto Aid South Incidents: 1 | | | | | |
| Zone: CBMHP - Casa Blanca Mobile Home Park | | | | | |
| 2025-056 | 321 | 03/15/2025 | Reviewed | 560 12th ST | E8696 |
| 2025-065 | 321 | 03/31/2025 | Reviewed | 560 12th ST | 8600, E8696 |
| CBMHP - Casa Blanca Mobile Home Park Incidents: 2 | | | | | |
| Zone: CDR - Camino Del Rio | | | | | |
| 2025-052 | 321 | 03/05/2025 | Reviewed | 1188 Cortez CIR | E8696, SMF 1 |
| CDR - Camino Del Rio Incidents: 1 | | | | | |
| Zone: CSD - CSD Limits | | | | | |
| 2025-054 | 321 | 03/06/2025 | Reviewed | 698 N River RD | 8600, E8696, E8696 |
| 2025-059 | 321 | 03/20/2025 | Reviewed | 1887 Mission ST | E8696, P8651 |
| 2025-060 | 321 | 03/26/2025 | Reviewed | 1116 L ST | E8696 |
| 2025-062 | 321 | 03/27/2025 | Reviewed | 1140 N ST | E8696 |
| 2025-064 | 321 | 03/29/2025 | Reviewed | 1235 L ST | 8600, P8651 |
| CSD - CSD Limits Incidents: 5 | | | | | |
| Zone: MM - Mission Meadows | | | | | |
| 2025-055 | 321 | 03/07/2025 | Reviewed | 1420 K ST | 8600, E8696 |
| MM - Mission Meadows Incidents: 1 | | | | | |
| Zone: PSHH - Peoples Self Help Housing | | | | | |
| 2025-051 | 321 | 03/02/2025 | Reviewed | 1070 N ST | E8696 |
| PSHH - Peoples Self Help Housing Incidents: 1 | | | | | |
| Zone: Ter - San Lawerance Terrace | | | | | |
| 2025-053 | 118 | 03/06/2025 | Reviewed | 900 N River RD | 8600, E8696 |
| Ter - San Lawerance Terrace Incidents: 1 | | | | | |

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



emergencyreporting.com

Doc Id: 1675

Page # 1 of 2

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

San Miguel Fire Department

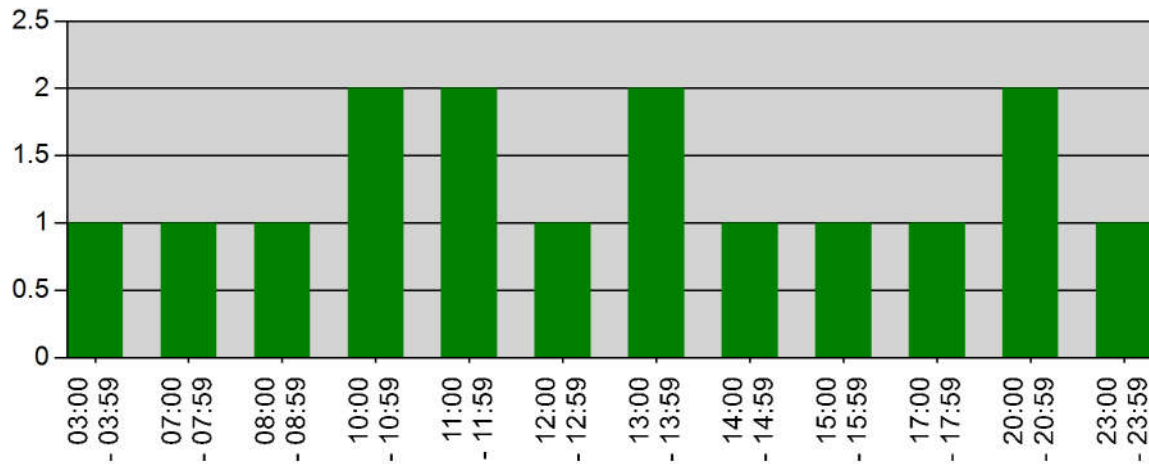
San Miguel, CA

This report was generated on 4/8/2025 11:02:59 AM



Incidents by Hour for Zone for Date Range

Zone: All Zones | Start Date: 03/01/2025 | End Date: 03/31/2025



| TIME | COUNT |
|---------------|-------|
| 03:00 - 03:59 | 1 |
| 07:00 - 07:59 | 1 |
| 08:00 - 08:59 | 1 |
| 10:00 - 10:59 | 2 |
| 11:00 - 11:59 | 2 |
| 12:00 - 12:59 | 1 |
| 13:00 - 13:59 | 2 |
| 14:00 - 14:59 | 1 |
| 15:00 - 15:59 | 1 |
| 17:00 - 17:59 | 1 |
| 20:00 - 20:59 | 2 |
| 23:00 - 23:59 | 1 |

Only REVIEWED incidents included



emergencyreporting.com

Doc Id: 9

Page # 1 of 1

San Miguel Fire Department

San Miguel, CA

This report was generated on 4/8/2025 11:04:51 AM



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

Start Incident Type: 100 | End Incident Type: 911 | Zone: All Zones | Start Date: 03/01/2025 | End Date: 03/31/2025

| Major Incident Type | Response Mode | Avg Travel | Avg Dispatch | Avg TurnOut | Avg Response |
|--|---------------|------------|--------------|-------------|--------------|
| Zone: AAN - Auto Aid North | | | | | |
| Rescue & Emergency Medical Service | | | | | |
| Lights and Sirens | | 6:00 | 0:00 | 2:30 | 8:30 |
| Zone: AAS - Auto Aid South | | | | | |
| Fires | | | | | |
| Lights and Sirens | | 3:00 | 0:00 | 1:00 | 4:00 |
| Zone: CBMHP - Casa Blanca Mobile Home Park | | | | | |
| Rescue & Emergency Medical Service | | | | | |
| Lights and Sirens | | 2:30 | 0:00 | 3:30 | 6:00 |
| Zone: CDR - Camino Del Rio | | | | | |
| Rescue & Emergency Medical Service | | | | | |
| Lights and Sirens | | 2:00 | 0:00 | 1:00 | 3:00 |
| Zone: CSD - CSD Limits | | | | | |
| Rescue & Emergency Medical Service | | | | | |
| Lights and Sirens | | 2:30 | 0:00 | 1:00 | 3:30 |
| Zone: MM - Mission Meadows | | | | | |
| Rescue & Emergency Medical Service | | | | | |
| Lights and Sirens | | 2:00 | 0:00 | 2:00 | 4:00 |
| Zone: PSHH - Peoples Self Help Housing | | | | | |
| Rescue & Emergency Medical Service | | | | | |
| Lights and Sirens | | 2:00 | 0:00 | 4:00 | 6:00 |
| Zone: Ter - San Lawerance Terrace | | | | | |
| Fires | | | | | |
| Lights and Sirens | | 3:00 | 0:00 | 0:00 | 3:00 |

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

San Miguel Fire Department

San Miguel, CA

This report was generated on 4/8/2025 11:06:26 AM



Average Number of Responding Personnel per Incident Type for Date Range

StartDate: 03/01/2025 | EndDate: 03/31/2025

| INCIDENT TYPE | AVG. # PERSONNEL |
|--|------------------|
| 118 - Trash or rubbish fire, contained | 3 |
| 131 - Passenger vehicle fire | 3 |
| 321 - EMS call, excluding vehicle accident with injury | 2 |

Reviewed Incidents only.



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Doc Id: 1143

Page # 1 of 1

San Miguel Fire Department

San Miguel, CA

This report was generated on 4/8/2025 11:08:04 AM



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

Personnel: All Personnel | Shift(s): All Shifts | Zone: All Zones | Start Date: 03/01/2025 | End Date: 03/31/2025

| Hour | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-------------------------|--------|---------|---------|--------|--------|--------|--------|
| 00:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 01:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 02:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 05:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 06:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 07:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
| 08:00 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| 09:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10:00 | 1 | 0 | 0 | 0 | 1 | 0 | 0 |
| 11:00 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| 12:00 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| 13:00 | 0 | 0 | 0 | 1 | 1 | 0 | 0 |
| 14:00 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| 15:00 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 17:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
| 18:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 19:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 20:00 | 0 | 1 | 0 | 1 | 0 | 0 | 0 |
| 21:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 23:00 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Total Responses for Day | 3 | 1 | 1 | 3 | 4 | 2 | 2 |
| % of Responses for Day | 33.33% | 100.00% | 100.00% | 33.33% | 25.00% | 50.00% | 50.00% |
| % of Responses for Week | 18.75% | 6.25% | 6.25% | 18.75% | 25.00% | 12.50% | 12.50% |

| Hour | Total per Hour | Percent |
|-------|----------------|---------|
| 00:00 | 0 | 0.00% |
| 01:00 | 0 | 0.00% |
| 02:00 | 0 | 0.00% |
| 03:00 | 1 | 6.25% |
| 04:00 | 0 | 0.00% |
| 05:00 | 0 | 0.00% |
| 06:00 | 0 | 0.00% |
| 07:00 | 1 | 6.25% |
| 08:00 | 1 | 6.25% |
| 09:00 | 0 | 0.00% |
| 10:00 | 2 | 12.50% |
| 11:00 | 2 | 12.50% |
| 12:00 | 1 | 6.25% |
| 13:00 | 2 | 12.50% |
| 14:00 | 1 | 6.25% |
| 15:00 | 1 | 6.25% |
| 16:00 | 0 | 0.00% |
| 17:00 | 1 | 6.25% |
| 18:00 | 0 | 0.00% |
| 19:00 | 0 | 0.00% |
| 20:00 | 2 | 12.50% |
| 21:00 | 0 | 0.00% |
| 22:00 | 0 | 0.00% |
| 23:00 | 1 | 6.25% |
| Total | 16 | 100.00% |

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

San Miguel Fire Department

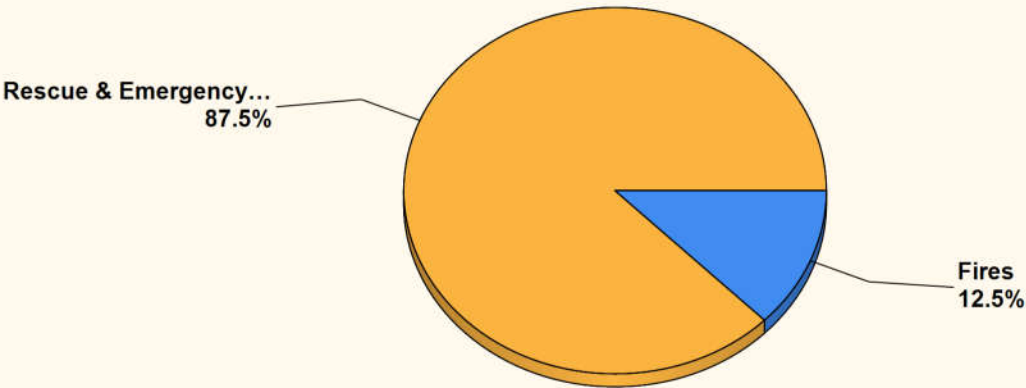
San Miguel, CA

This report was generated on 4/8/2025 11:09:17 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 03/01/2025 | End Date: 03/31/2025



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|------------|
| Fires | 2 | 12.5% |
| Rescue & Emergency Medical Service | 14 | 87.5% |
| TOTAL | 16 | 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 |
|--|-------------|-------------|
| 118 - Trash or rubbish fire, contained | 1 | 6.25% |
| 131 - Passenger vehicle fire | 1 | 6.25% |
| 321 - EMS call, excluding vehicle accident with injury | 14 | 87.5% |
| TOTAL INCIDENTS: | 16 | 100% |

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



San Miguel Fire Department

San Miguel, CA

This report was generated on 4/8/2025 11:11:27 AM



Incident Count per Location Type per Zone per Address for Date Range

StartDate: 03/01/2025 | EndDate: 03/31/2025

| LOCATION TYPE | ZONE | ADDRESS / LOCATION | # INCIDENTS |
|--------------------------|--------------------------------------|--|-------------|
| Home/Residence | | | |
| | AAE - Auto Aid East | | |
| | | 525 Nygren RD San Miguel, CA | 1 |
| | | 7857 Estrella RD San Miguel, CA | 1 |
| | AAN - Auto Aid North | | |
| | | 4545 Vineyard Canyon RD San Miguel, CA | 1 |
| | CBMHP - Casa Blanca Mobile Home Park | | |
| | | 560 12th ST San Miguel, CA | 2 |
| | CDR - Camino Del Rio | | |
| | | 1188 Cortez CIR San Miguel, CA | 1 |
| | CSD - CSD Limits | | |
| | | 1116 L ST San Miguel, CA | 1 |
| | | 1140 N ST San Miguel, CA | 1 |
| | | 1235 L ST San Miguel, CA | 1 |
| | | 1887 Mission ST San Miguel, CA | 1 |
| | MM - Mission Meadows | | |
| | | 1420 K ST San Miguel, CA | 1 |
| | PSHH - Peoples Self Help Housing | | |
| | | 1070 N ST San Miguel, CA | 1 |
| Total for Location Type: | | | 12 |
| Not Specified | | | |
| | CSD - CSD Limits | | |
| | | 698 N River RD / 1400 Prado Place, San Miguel, CA (Intersection) | 1 |
| Total for Location Type: | | | 1 |

Group by Incident Location Type, then Zone. Completed and Reviewed Incidents



emergencyreporting.com

Doc Id: 1134

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| LOCATION TYPE | ZONE | ADDRESS / LOCATION | # INCIDENTS |
|--------------------------|-----------------------------|---|-------------|
| Street or Highway | | | |
| | AAN - Auto Aid North | | |
| | | N Highway 101 HWY / 10th Street On-Ramp, San Miguel, CA (Intersection) | 1 |
| | AAS - Auto Aid South | | |
| | | 7700 S Highway 101 HWY / 4 San Marcos Road, Paso Robles (corporate name El Paso de Robles), CA (Intersection) | 1 |
| | Ter - San Lawerance Terrace | | |
| | | 900 N River RD / 1400 Rio Vista Place, San Miguel, CA (Directions) | 1 |
| Total for Location Type: | | | 3 |

**Board of Directors
Staff Report**

April 17, 2025

AGENDA ITEM: 8.1

SUBJECT: Monthly claim detail and investment reports for March 2025 (**Recommend receive and file by Board consensus**)

When ancillary reports area provided, they are for reference only and are subject to change.
(Pg. 24-48)

SUGGESTED ACTION:

Please *Review, Receive and File* the March 2025 claim detail and investment reports.

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

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Michelle Hido

04/07/25
09:35:10

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 3/25

Page: 1 of 22
Report ID: AP100V

* ... Over spent expenditure

| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|------------------|----------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11272 | 50298S | 689 AMAZON CAPITOL SERVICES | 477.14 | | | | | | |
| 1 | 03/01/25 | GLOVES, NITRILE AND LATEX | 238.57* | | | 50 65000 | 348 | | 10205 |
| 196R-PKP4-7G9F | | | | | | | | | |
| 2 | 03/01/25 | GLOVES, NITRILE AND LATEX | 238.57 | | | 40 64000 | 348 | | 10205 |
| 196R-PKP4-7G9F | | | | | | | | | |
| 11273 | 50298S | 689 AMAZON CAPITOL SERVICES | 469.63 | | | | | | |
| 1 | 03/01/25 | TONER, VAC BAGS, VAC | 211.34* | | | 50 65000 | 410 | | 10205 |
| 1WTL-XCJN-4J4K | | | | | | | | | |
| 2 | 03/01/25 | TONER, VAC BAGS, VAC | 211.33 | | | 40 64000 | 410 | | 10205 |
| 1WTL-XCJN-4J4K | | | | | | | | | |
| 3 | 03/01/25 | TONER, VAC BAGS, VAC | 23.48 | | | 30 63000 | 410 | | 10205 |
| 1WTL-XCJN-4J4K | | | | | | | | | |
| 4 | 03/01/25 | TONER, VAC BAGS, VAC | 23.48* | | | 60 66000 | 410 | | 10205 |
| 1WTL-XCJN-4J4K | | | | | | | | | |
| 11274 | 50298S | 689 AMAZON CAPITOL SERVICES | 106.48 | | | | | | |
| 1 | 03/01/25 | PAPER | 34.07* | | | 50 65000 | 410 | | 10205 |
| 16QQ-HTT1-3QJR | | | | | | | | | |
| 2 | 03/01/25 | PAPER | 34.07 | | | 40 64000 | 410 | | 10205 |
| 16QQ-HTT1-3QJR | | | | | | | | | |
| 3 | 03/01/25 | PAPER | 3.19 | | | 30 63000 | 410 | | 10205 |
| 16QQ-HTT1-3QJR | | | | | | | | | |
| 4 | 03/01/25 | PAPER | 3.19* | | | 60 66000 | 410 | | 10205 |
| 16QQ-HTT1-3QJR | | | | | | | | | |
| 5 | 03/01/25 | PAPER | 31.96 | | | 20 62000 | 410 | | 10205 |
| 16QQ-HTT1-3QJR | | | | | | | | | |
| 11275 | 50298S | 689 AMAZON CAPITOL SERVICES | 306.32 | | | | | | |
| 1 | 03/01/25 | FILTER HVAC | 306.32 | | | 40 64000 | 305 | | 10205 |
| 13TG-VR4W-Y9FN | | | | | | | | | |
| 11276 | 50298S | 689 AMAZON CAPITOL SERVICES | 60.49 | | | | | | |
| 1 | 03/01/25 | POST-IT, DUSTER, STAMP INK | 20.23* | | | 50 65000 | 410 | | 10205 |
| 1DNY-WL6K-67W7 | | | | | | | | | |
| 2 | 03/01/25 | POST-IT, DUSTER, STAMP INK | 20.23 | | | 40 64000 | 410 | | 10205 |
| 1DNY-WL6K-67W7 | | | | | | | | | |

04/07/25
09:35:10

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 3/25

Page: 2 of 22
Report ID: AP100V

* ... Over spent expenditure

| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|--------------------------------|----------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 3 | 03/01/25 | POST-IT, DUSTER, STAMP INK | 2.24 | | | 30 63000 | 410 | | 10205 |
| 1DNY-WL6K-67W7 | | | | | | | | | |
| 4 | 03/01/25 | POST-IT, DUSTER, STAMP INK | 2.24* | | | 60 66000 | 410 | | 10205 |
| 1DNY-WL6K-67W7 | | | | | | | | | |
| 5 | 03/01/25 | CALENDAR | 15.55 | | | 20 62000 | 410 | | 10205 |
| 1DNY-WL6K-67W7 | | | | | | | | | |
| Total for Vendor: | | | 1,420.06 | | | | | | |
| 11285 | 50299S | 394 AMERICAN WATER WORKS ASSOCIATION | 111.00 | | | | | | |
| Customer ID No. 02658720 | | | | | | | | | |
| Order No. 7001997891 | | | | | | | | | |
| Membership 05/01/24 - 04/30/25 | | | | | | | | | |
| 2 | 01/23/25 | 5/25-4/26 Membership Renewal | 111.00 | | | 50 65000 | 385 | | 10205 |
| 2658720 | | | | | | | | | |
| Total for Vendor: | | | 111.00 | | | | | | |
| 11288 | 50300S | 743 API ATLAS PERFORMANCE | 2,200.00 | | | | | | |
| 1 | 03/05/25 | MAR CSD OFFICE TRAILER RENTAL | 110.00 | | | 30 63000 | 949 | | 10205 |
| RI152074 | | | | | | | | | |
| 2 | 03/05/25 | MAR CSD OFFICE TRAILER RENTAL | 990.00 | | | 40 64000 | 949 | | 10205 |
| RI152074 | | | | | | | | | |
| 3 | 03/05/25 | MAR CSD OFFICE TRAILER RENTAL | 990.00 | | | 50 65000 | 949 | | 10205 |
| RI152074 | | | | | | | | | |
| 4 | 03/05/25 | MAR CSD OFFICE TRAILER RENTAL | 110.00 | | | 60 66000 | 949 | | 10205 |
| RI152074 | | | | | | | | | |
| Total for Vendor: | | | 2,200.00 | | | | | | |
| 11306 | -98770E | 714 AT&T MOBILITY | 96.19 | | | | | | |
| FIRE CELL PHONES | | | | | | | | | |
| 1 | 03/02/25 | FEB FIRE CELL PHONE - ROBERSO | 45.57 | | | 20 62000 | 465 | | 10205 |
| 03102025 | | | | | | | | | |
| 2 | 03/02/25 | FEB FIRE CELL PHONE - YOUNG | 50.62 | | | 20 62000 | 465 | | 10205 |
| 03102025 | | | | | | | | | |
| Total for Vendor: | | | 96.19 | | | | | | |

04/07/25
09:35:10

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 3/25

Page: 3 of 22
Report ID: AP100V

* ... Over spent expenditure

| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|----------------------------------|----------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11322 | 50320S | 573 BURT INDUSTRIAL SUPPLY | 21.75 | | | | | | |
| 1 | 03/11/25 | THREAD CHARGE | 21.75 | | | 50 65000 | 353 | | 10205 |
| 157977 | | | | | | | | | |
| Total for Vendor: | | | 21.75 | | | | | | |
| 11308 | -98768E | 67 CHARTER COMMUNICATIONS | 129.99 | | | | | | |
| Acct# 8245 10 105 0027311 | | | | | | | | | |
| Spectrum Business Internet/Voice | | | | | | | | | |
| Service 2/11/25- 3/10/25 | | | | | | | | | |
| 1 | 03/07/25 | FIRE MAR INTERNET/VOICE | 129.99 | | | 20 62000 | 375 | | 10205 |
| 170616101030725 | | | | | | | | | |
| 11309 | -98767E | 67 CHARTER COMMUNICATIONS | 680.00 | | | | | | |
| Acct# 212691601 | | | | | | | | | |
| Spectrum Enterprise Internet | | | | | | | | | |
| Service 03/01/25 - 3/30/25 | | | | | | | | | |
| 1 | 03/01/25 | MAR LIFT STATION | 120.00 | | | 40 64000 | 375 | | 10205 |
| 212691601030125 | | | | | | | | | |
| 2 | 03/01/25 | MAR WWTF FIBER | 28.00 | | | 30 63000 | 375 | | 10205 |
| 212691601030125 | | | | | | | | | |
| 3 | 03/01/25 | MAR WWTF FIBER | 252.00 | | | 40 64000 | 375 | | 10205 |
| 212691601030125 | | | | | | | | | |
| 4 | 03/01/25 | MAR WWTF FIBER | 252.00 | | | 50 65000 | 375 | | 10205 |
| 212691601030125 | | | | | | | | | |
| 5 | 03/01/25 | MAR WWTF FIBER | 28.00 | | | 60 66000 | 375 | | 10205 |
| 212691601030125 | | | | | | | | | |
| Total for Vendor: | | | 809.99 | | | | | | |
| 11292 | -98771E | 712 CIO SOLUTIONS | 3,245.80 | | | | | | |
| 1 | 03/14/25 | MAR IT SUPPORT | 973.74* | | | 20 62000 | 321 | | 10205 |
| 118536-125 | | | | | | | | | |
| 2 | 03/14/25 | MAR IT SUPPORT | 97.37 | | | 30 63000 | 321 | | 10205 |
| 118536-125 | | | | | | | | | |
| 3 | 03/14/25 | MAR IT SUPPORT | 1,038.66 | | | 40 64000 | 321 | | 10205 |
| 118536-125 | | | | | | | | | |
| 4 | 03/14/25 | MAR IT SUPPORT | 1,038.66 | | | 50 65000 | 321 | | 10205 |
| 118536-125 | | | | | | | | | |

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* ... Over spent expenditure

| Claim/ Line # | Check Invoice # | Vendor #/Name/ #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|------------------|--------------------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 5 | 03/14/25 | MAR IT SUPPORT | 97.37 | | | 60 66000 | 321 | | 10205 |
| 118536-125 | | | | | | | | | |
| | | Total for Vendor: | 3,245.80 | | | | | | |
| 11267 | 50301S | 15 CLEATH-HARRIS GEOLOGISTS, INC | 1,132.50 | | | | | | |
| 1 | 03/06/25 | Q1 25 GROUNDWATER MONITORING G | 1,132.50 | | | 40 64000 | 355 | | 10205 |
| 20250217 | | | | | | | | | |
| | | Total for Vendor: | 1,132.50 | | | | | | |
| 11310 | 50321S | 741 COMMUNITY BANK OF SANTA MARIA | 33,576.31 | | | | | | |
| THU LOAN PAYMENT | | | | | | | | | |
| 1 | 03/10/25 | THU LOAN PAY PRINCIPAL 2025 | 23,898.71* | | | 20 62000 | 983 | | 10205 |
| 441145900 | | | | | | | | | |
| 2 | 03/10/25 | THU LOAN PAY INTEREST 2025 | 9,677.60 | | | 20 62000 | 984 | | 10205 |
| 441145900 | | | | | | | | | |
| | | Total for Vendor: | 33,576.31 | | | | | | |
| 11271 | 50302S | 66 CONFLUENCE ENGINEERING | 1,001.00 | | | | | | |
| 1 | 03/02/25 | WY24 PASO BASIN ANNUAL RPT | 1,001.00 | | | 50 65000 | 324 | | 10205 |
| 1233 | | | | | | | | | |
| 11313 | 50322S | 66 CONFLUENCE ENGINEERING | 1,399.00 | | | | | | |
| 1 | 03/19/25 | WY24 PASO BASIN ANNUAL RPT | 1,399.00 | | | 50 65000 | 547 | | 10205 |
| 1249 | | | | | | | | | |
| | | Total for Vendor: | 2,400.00 | | | | | | |
| 11316 | 50323S | 584 CORE & MAIN LP | 73.16 | | | | | | |
| 1 | 03/07/25 | FITTINGS | 73.16 | | | 50 65000 | 353 | | 10205 |
| W542446 | | | | | | | | | |
| 11317 | 50323S | 584 CORE & MAIN LP | 402.20 | | | | | | |
| 1 | 03/10/25 | FITTINGS | 402.20 | | | 50 65000 | 353 | | 10205 |
| W500295 | | | | | | | | | |
| | | Total for Vendor: | 475.36 | | | | | | |

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* ... Over spent expenditure

| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|------------------|----------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11278 | 50303S | 252 COUNTY OF SLO PUBLIC WORKS | 175.84 | | | | | | |
| | | COUNTY RIGHT OF WAY REVIEW | | | | | | | |
| 1 | 01/31/25 | RIGHT OF WAY REVIEW | 175.84 | | | 50 | 65000 | 961 | 10205 |
| 3121 | | | | | | | | | |
| 11318 | 50324S | 252 COUNTY OF SLO PUBLIC WORKS | 366.39 | | | | | | |
| | | ANNUAL BLANKET UTILITY ENCROACHMENT PERMIT | | | | | | | |
| 1 | 03/13/25 | ANNUAL ENCROACHMENT PERMIT | 183.19 | | | 40 | 64000 | 305 | 10205 |
| 4511 | | | | | | | | | |
| 2 | 03/13/25 | ANNUAL ENCROACHMENT PERMIT | 183.20 | | | 50 | 65000 | 305 | 10205 |
| 4511 | | | | | | | | | |
| | | Total for Vendor: | 542.23 | | | | | | |
| 11260 | -98772E | 654 CULLIGAN WATER | 26.90 | | | | | | |
| 1 | 02/28/25 | FEB WATER DELIVERY | 13.45 | | | 40 | 64000 | 305 | 10205 |
| 460282 | | | | | | | | | |
| 2 | 02/28/25 | FEB WATER DELIVERY | 13.45 | | | 50 | 65000 | 305 | 10205 |
| 460282 | | | | | | | | | |
| | | Total for Vendor: | 26.90 | | | | | | |
| 11268 | 50304S | 107 FARM SUPPLY CO. | 806.48 | | | | | | |
| | | Cust No. 61338 | | | | | | | |
| 1 | 03/05/25 | GARLON HERBICIDE 2.5 GAL | 403.24 | | | 40 | 64000 | 353 | 10205 |
| 291079 | | | | | | | | | |
| 2 | 03/05/25 | GARLON HERBICIDE 2.5 GAL | 403.24 | | | 50 | 65000 | 353 | 10205 |
| 291079 | | | | | | | | | |
| | | Total for Vendor: | 806.48 | | | | | | |
| 11266 | 50305S | 109 FERGUSON ENTERPRISES | 1,528.31 | | | | | | |
| 1 | 02/25/25 | HYD MJ BURY, PVC 6 | 1,528.31 | | | 50 | 65000 | 353 | 10205 |
| 5796395 | | | | | | | | | |
| 11347 | 50325S | 109 FERGUSON ENTERPRISES | 3,650.79 | | | | | | |
| 1 | 03/18/25 | N ST VALVE REPAIR | 3,650.79 | | | 50 | 65000 | 353 | 10205 |
| 5842114 | | | | | | | | | |
| | | Total for Vendor: | 5,179.10 | | | | | | |

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| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|--------------------------------|----------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11298 | 50326S | 401 FLUID RESOURCE MANAGEMENT | 8,806.61 | | | | | | |
| 1 | 03/20/25 | CONTRACT OPERATOR- WW 2/25 | 6,702.86 | | | 40 64000 | 361 | | 10205 |
| TWW250251 | | | | | | | | | |
| 2 | 03/20/25 | CONTRACT COMPLIANCE- WW 2/25 | 2,103.75* | | | 40 64000 | 651 | | 10205 |
| TWW250251 | | | | | | | | | |
| 11343 | 50326S | 401 FLUID RESOURCE MANAGEMENT | 3,771.25 | | | | | | |
| 1 | 03/27/25 | CONTRACT OPERATOR- W 2/25 | 2,295.00 | | | 50 65000 | 361 | | 10205 |
| TW250252 | | | | | | | | | |
| 2 | 03/27/25 | CONTRACT COMPLIANCE- W 2/25 | 1,476.25* | | | 50 65000 | 651 | | 10205 |
| TW250252 | | | | | | | | | |
| Total for Vendor: | | | 12,577.86 | | | | | | |
| 11258 | -98774E | 308 FRONTIER COMMUNICATIONS (412-5) | 81.74 | | | | | | |
| Acct #8054672818010412-5 | | | | | | | | | |
| Service from 01/22/25-02/21/25 | | | | | | | | | |
| FS/CSD ALARM | | | | | | | | | |
| 1 | 02/22/25 | FEB FIRE STATION ALARM | 81.74 | | | 20 62000 | 375 | | 10205 |
| 11335 | -98761E | 308 FRONTIER COMMUNICATIONS (412-5) | 81.74 | | | | | | |
| Acct #8054672818010412-5 | | | | | | | | | |
| Service from 03/22/25-04/21/25 | | | | | | | | | |
| FS/CSD ALARM | | | | | | | | | |
| 1 | 03/22/25 | MAR FIRE STATION ALARM | 81.74 | | | 20 62000 | 375 | | 10205 |
| Total for Vendor: | | | 163.48 | | | | | | |
| 11279 | 50306S | 125 GREAT WESTERN ALARM | 35.00 | | | | | | |
| GW-661 | | | | | | | | | |
| Service Period: 3/2025 | | | | | | | | | |
| 1 | 03/01/25 | MAR Alarm Monitoring | 35.00 | | | 20 62000 | 380 | | 10205 |
| 250200545101 | | | | | | | | | |
| 11280 | 50306S | 125 GREAT WESTERN ALARM | 100.00 | | | | | | |
| A0702 UTILITIES EMERGENCY | | | | | | | | | |
| Service Period:3/2025 | | | | | | | | | |
| 1 | 03/01/25 | MAR Answering Service | 50.00 | | | 40 64000 | 380 | | 10205 |
| 220202242101 | | | | | | | | | |

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| Claim/ Line # | Check Invoice # | Vendor #/Name/ Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|---------------------------|--------------------|--|-------------------------|---------|------|---------------|--------|-------|-----------------|
| 2 | 03/01/25 | MAR Answering Service | 50.00 | | | 50 65000 | 380 | | 10205 |
| 250202242101 | | | | | | | | | |
| 11345 | 50327S | 125 GREAT WESTERN ALARM | 35.00 | | | | | | |
| GW-661 | | | | | | | | | |
| Service Period: 4/2025 | | | | | | | | | |
| 1 | 04/01/25 | APR Alarm Monitoring | 35.00 | | | 20 62000 | 380 | | 10205 |
| 250300545101 | | | | | | | | | |
| 11346 | 50327S | 125 GREAT WESTERN ALARM | 100.00 | | | | | | |
| A0702 UTILITIES EMERGENCY | | | | | | | | | |
| Service Period:4/2025 | | | | | | | | | |
| 1 | 04/01/25 | APR Answering Service | 50.00 | | | 40 64000 | 380 | | 10205 |
| 220302242101 | | | | | | | | | |
| 2 | 04/01/25 | APR Answering Service | 50.00 | | | 50 65000 | 380 | | 10205 |
| 250302242101 | | | | | | | | | |
| Total for Vendor: | | | 270.00 | | | | | | |
| 11338 | 50328S | 134 HELPING HAND HEALTH EDUCATION | 60.00 | | | | | | |
| 1 | 03/26/25 | BLS PROVIDERS CARDS X4 | 60.00 | | | 20 62000 | 386 | | 10205 |
| 4729 | | | | | | | | | |
| Total for Vendor: | | | 60.00 | | | | | | |
| 11291 | 50307S | 720 HERC RENTALS INC | 65.25 | | | | | | |
| 1 | 03/11/25 | GAS MONITOR CALIBRATION | 32.62* | | | 40 64000 | 351 | | 10205 |
| 35356484-001 | | | | | | | | | |
| 2 | 03/11/25 | GAS MONITOR CALIBRATION | 32.63* | | | 50 65000 | 351 | | 10205 |
| 35356484-001 | | | | | | | | | |
| Total for Vendor: | | | 65.25 | | | | | | |
| 11284 | 50308S | 724 HYDROPRO SOLUTIONS WEST INC | 2,500.00 | | | | | | |
| 1 | 02/28/25 | 2025 MASTERLINK SYSTEM SUPORT | 2,500.00 | | | 50 65000 | 385 | 22006 | 10205 |
| 0003599-IN | | | | | | | | | |

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| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|--|--------------------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11294 1 0003636-IN | 50329S 03/12/25 | 724 HYDROPRO SOLUTIONS WEST INC METER READER UPGRADE/REPAIR | 4,359.58 4,359.58* | | | 50 65000 | 351 | | 10205 |
| 11326 1 0003669-IN | 50329S 03/21/25 | 724 HYDROPRO SOLUTIONS WEST INC 3/4" METERS | 636.02 636.02 | | | 50 65000 | 525 | | 10205 |
| Total for Vendor: | | | 7,495.60 | | | | | | |
| 11342 N ST/CHICK LN 1 1127 | 50330S 03/25/25 | 74 J. TERRA CONSTRUCTION INC VALVE REPLACEMENT VALVE REP. N ST./CHICK LN | 6,380.00 6,380.00 | | | 50 65000 | 353 | | 10205 |
| Total for Vendor: | | | 6,380.00 | | | | | | |
| 11265 1 381980 2 381980 3 381980 | 50309S 02/21/25 | 147 JB DEWAR Clear Diesel- 31.56 GAL | 547.99 172.62 | | | 20 62000 | 485 | | 10205 |
| | 02/21/25 | Clear Diesel- 34.25 GAL WW | 187.68 | | | 40 64000 | 485 | | 10205 |
| | 02/21/25 | Clear Diesel- 34.25 GAL W | 187.69 | | | 50 65000 | 485 | | 10205 |
| Total for Vendor: | | | 547.99 | | | | | | |
| 11289 TRACTOR 1 77287 2 77287 | 50310S 03/11/25 | 517 MARK'S TIRE SERVICE TRACTOR TIRES | 2,668.07 1,334.03* | | | 40 64000 | 351 | | 10205 |
| | 03/11/25 | TRACTOR TIRES | 1,334.04* | | | 50 65000 | 351 | | 10205 |
| Total for Vendor: | | | 2,668.07 | | | | | | |
| 11321 1 25-038 | 50331S 03/19/25 | 649 MBS LAND SURVEYS TOPOGRAPHIC SURVEY | 1,800.00 1,800.00 | | | 40 64000 | 580 | | 10205 |
| Total for Vendor: | | | 1,800.00 | | | | | | |

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| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|-----------------------|---------------------|---|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11324 1 21821 | 50332S 03/24/25 | 17 N. REX AWALT CORPORATION PARTS FOR ALLEY WATERLINE | 8.41 8.41 | | | 50 65000 | 353 | | 10205 |
| Total for Vendor: | | | 8.41 | | | | | | |
| 11257 1 289104 | -98775E 02/26/25 | 182 NAPA AUTO PARTS E8630 SEALER BLSTR MINI | 13.97 13.97 | | | 20 62000 | 354 | | 10205 |
| 11312 1 292390 | -98766E 03/19/25 | 182 NAPA AUTO PARTS FORKLIFT BATTERY | 153.64 153.64 | | | 60 66000 | 351 | | 10205 |
| Total for Vendor: | | | 167.61 | | | | | | |
| 11290 1 2410962 | 50311S 12/05/24 | 45 OILFIELD ENVIRONMENTAL & ROUTINE WEEKLY- FOUTH | 127.00 63.50 | | | 50 65000 | 359 | | 10205 |
| 2 2410962 | 12/05/24 | ROUTINE WEEKLY- FOUTH | 63.50 | | | 50 65000 | 358 | | 10205 |
| 11305 1 2500375 | 50333S 03/18/25 | 45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY) | 27.00 27.00 | | | 40 64000 | 355 | | 10205 |
| 11314 1 2500374 | 50333S 03/18/25 | 45 OILFIELD ENVIRONMENTAL & ROUTINE WEEKLY- SECOND | 63.50 63.50 | | | 50 65000 | 359 | | 10205 |
| 11315 1 2502416 | 50333S 03/19/25 | 45 OILFIELD ENVIRONMENTAL & NON-ROUTINE- NEW MAIN LINE | 86.00 86.00 | | | 50 65000 | 359 | | 10205 |
| 11327 1 2500604 | 50333S 03/20/25 | 45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY-3RD) | 167.00 167.00 | | | 50 65000 | 359 | | 10205 |

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| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|-----------------------------|--------------------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11328 1 2500605 | 50333S 03/20/25 | 45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY) | 27.00 27.00 | | | 40 64000 | 355 | | 10205 |
| 11329 1 2500653 | 50333S 03/20/25 | 45 OILFIELD ENVIRONMENTAL & PFAS TESTING | 881.00 881.00 | | | 50 65000 | 358 | | 10205 |
| 11330 1 2500651 | 50333S 03/20/25 | 45 OILFIELD ENVIRONMENTAL & PFAS TESTING | 2,191.25 1,095.62 | | | 50 65000 | 356 | | 10205 |
| 2 2500651 | 03/20/25 | PFAS TESTING | 1,095.63 | | | 50 65000 | 357 | | 10205 |
| Total for Vendor: | | | 3,569.75 | | | | | | |
| 11325 Acct #8565976480-8 | -98765E | 208 PG&E #6480-8 | 1,226.97 | | | | | | |
| 1 | 03/21/25 | 12th & K 8565976725 | 10.58 | | | 30 63000 | 381 | | 10205 |
| 2 | 03/21/25 | 11TH STREET - 8562053214 | 50.99 | | | 30 63000 | 381 | | 10205 |
| 3 | 03/21/25 | RIO MESA CIR - 8564394360 | 25.23 | | | 30 63000 | 381 | | 10205 |
| 5 | 03/21/25 | MISSION/14TH - 8569413449 | 29.69 | | | 30 63000 | 381 | | 10205 |
| 6 | 03/21/25 | VERDE/RIO MESA - 8560673934 | 63.06 | | | 30 63000 | 381 | | 10205 |
| 7 | 03/21/25 | Mission Heights - 8565976482 | 184.03 | | | 30 63000 | 381 | | 10205 |
| 8 | 03/21/25 | MISSION S. 14TH - 8561483265 | 14.84 | | | 30 63000 | 381 | | 10205 |
| 9 | 03/21/25 | Tract 2605 - 8565976109 | 39.41 | | | 30 63000 | 381 | | 10205 |
| 10 | 03/21/25 | 9898 River Rd. - 8565976002 | 382.61 | | | 30 63000 | 381 | | 10205 |
| 11 | 03/21/25 | 9898 River Rd. - 8565976004 | 47.75 | | | 30 63000 | 381 | | 10205 |
| 12 | 03/21/25 | 9898 River Rd. - 8565976008 | 222.94 | | | 30 63000 | 381 | | 10205 |
| 13 | 03/21/25 | 9898 River Rd. - 8565976014 | 76.96 | | | 30 63000 | 381 | | 10205 |
| 14 | 03/21/25 | 9898 River Rd. - 8565976481 | 56.89 | | | 30 63000 | 381 | | 10205 |
| 15 | 03/21/25 | 9898 River Rd. - 8565976483 | 21.99 | | | 30 63000 | 381 | | 10205 |
| Total for Vendor: | | | 1,226.97 | | | | | | |

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| Claim/ Line # | Check Invoice # | Vendor #/Name/ #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|------------------|--------------------|--|-------------------------|---------|------|---------------|--------|-------|-----------------|
| 11344 | -98760E | 209 PG&E #6851-8 | 14,684.65 | | | | | | |
| | Acct #3675186851-8 | | | | | | | | |
| 1 | 03/24/25 | Old Fire Station/1297 L St | 27.18 | | | 20 62000 | 381 | | 10205 |
| 2 | 03/24/25 | Fire Station/1150 Mission | 23.39 | | | 20 62000 | 381 | | 10205 |
| 3 | 03/24/25 | Water Works #1/Well 3 | 2,850.44 | | | 50 65000 | 381 | | 10205 |
| 4 | 03/24/25 | Bonita Pl & 16th/Well 4 | 1,724.90 | | | 50 65000 | 381 | | 10205 |
| 5 | 03/24/25 | N St/WWTF | 9,554.69 | | | 40 64000 | 381 | | 10205 |
| 6 | 03/24/25 | 2HP Booster Station | 10.52 | | | 50 65000 | 381 | | 10205 |
| 7 | 03/24/25 | Mission Heights Booster | 10.52 | | | 50 65000 | 381 | | 10205 |
| 8 | 03/24/25 | 14th St. & K St. | 76.11 | | | 50 65000 | 381 | | 10205 |
| 9 | 03/24/25 | 942 Soka Way lift station | 107.49 | | | 40 64000 | 379 | | 10205 |
| 10 | 03/24/25 | Missn&12th Landscape-St light | 176.44 | | | 30 63000 | 381 | | 10205 |
| 11 | 03/24/25 | SLT Well | 122.97 | | | 50 65000 | 381 | | 10205 |
| | | Total for Vendor: | 14,684.65 | | | | | | |
| 11270 | 50312S | 25 QUEST PLANNING, INC | 156.25 | | | | | | |
| 1 | 03/04/25 | WWTF PERMIT ASSISTANCE | 156.25 | | | 40 64000 | 587 | 20001 | 10205 |
| 1962 | | | | | | | | | |
| | | Total for Vendor: | 156.25 | | | | | | |
| 11296 | 50334S | 70 RODGERS, ANDERSON, MALODY & | 487.50 | | | | | | |
| 1 | 02/28/25 | CPA SERVICES CONSULT/ONBORDNG | 146.25* | | | 20 62000 | 325 | | 10205 |
| 77081 | | | | | | | | | |
| 2 | 02/28/25 | CPA SERVICES CONSULT/REVIEW | 14.62 | | | 30 63000 | 325 | | 10205 |
| 77081 | | | | | | | | | |
| 3 | 02/28/25 | CPA SERVICES CONSULT/REVIEW | 156.00 | | | 40 64000 | 325 | | 10205 |
| 77081 | | | | | | | | | |
| 4 | 02/28/25 | CPA SERVICES CONSULT/REVIEW | 156.00 | | | 50 65000 | 325 | | 10205 |
| 77081 | | | | | | | | | |
| 5 | 02/28/25 | CPA SERVICES CONSULT/REVIEW | 14.63 | | | 60 66000 | 325 | | 10205 |
| 77081 | | | | | | | | | |
| | | Total for Vendor: | 487.50 | | | | | | |

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| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|-------------------------|----------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11299 | 50335S | 481 SAN MIGUEL COMMUNITY SERVICES FEBRUARY DISTRICT WATER USE | 920.19 | | | | | | |
| 1 | 03/15/25 | 1150 MISSION ST SMFD 1004-00 | 126.03 | | | 20 62000 | 384 | | 10205 |
| 2 | 03/15/25 | 1150 MISSION BACKFLOW 1004B-00 | 2.00 | | | 20 62000 | 384 | | 10205 |
| 3 | 03/15/25 | 1140 MISSION ST 1001-00 | 113.85 | | | 20 62000 | 384 | | 10205 |
| 4 | 03/15/25 | 1765 BONITA PL CSD 27475-00 | 49.55 | | | 40 64000 | 384 | | 10205 |
| 5 | 03/15/25 | 8687 MARTNZ DR SLT WELL 21101 | 80.50* | | | 50 65000 | 384 | | 10205 |
| 6 | 03/15/25 | 942 SOKA WAY 20840-00 | 39.05 | | | 40 64000 | 384 | | 10205 |
| 7 | 03/15/25 | 1581 BONITA PL - WELL 4 15034 | 241.50* | | | 50 65000 | 384 | | 10205 |
| 8 | 03/15/25 | 610 12TH ST - WELL 3 1102-00 | 97.75* | | | 50 65000 | 384 | | 10205 |
| 9 | 03/15/25 | 1199 MISSION IRIG MTR 27476-00 | 65.60 | | | 30 63000 | 384 | | 10205 |
| 10 | 03/15/25 | 1203 MISSION IRIG MTR 20547-00 | 104.36 | | | 30 63000 | 384 | | 10205 |
| Total for Vendor: | | | 920.19 | | | | | | |
| 11261 | 50313S | 238 SAN MIGUEL GARBAGE | 122.46 | | | | | | |
| ACCT# 318691 | | | | | | | | | |
| 1 | 03/01/25 | FEB 2024 | 61.23 | | | 40 64000 | 383 | | 10205 |
| 030125 | | | | | | | | | |
| 2 | 03/01/25 | FEB 2024 | 61.23* | | | 50 65000 | 383 | | 10205 |
| 030125 | | | | | | | | | |
| Total for Vendor: | | | 122.46 | | | | | | |
| 11262 | 50314S | 731 SAN MIGUEL SENIORS CENTER | 250.00 | | | | | | |
| JAN 23RD MEETING @ SMSC | | | | | | | | | |
| 1 | 03/07/25 | JAN 23 BOD MEETING 5 HRS | 75.00 | | | 20 62000 | 341 | | 10205 |
| 2 | 03/07/25 | JAN 23 BOD MEETING 5 HRS | 7.50 | | | 30 63000 | 341 | | 10205 |
| 3 | 03/07/25 | JAN 23 BOD MEETING 5 HRS | 80.00 | | | 40 64000 | 341 | | 10205 |
| 4 | 03/07/25 | JAN 23 BOD MEETING 5 HRS | 80.00 | | | 50 65000 | 341 | | 10205 |
| 5 | 03/07/25 | JAN 23 BOD MEETING 5 HRS | 7.50 | | | 60 66000 | 341 | | 10205 |
| 11263 | 50314S | 731 SAN MIGUEL SENIORS CENTER | 300.00 | | | | | | |
| FEB 27TH MEETING @ SMSC | | | | | | | | | |
| 1 | 03/07/25 | FEB 27 BOD MEETING 6 HRS | 90.00 | | | 20 62000 | 341 | | 10205 |
| 2 | 03/07/25 | FEB 27 BOD MEETING 6 HRS | 9.00 | | | 30 63000 | 341 | | 10205 |
| 3 | 03/07/25 | FEB 27 BOD MEETING 6 HRS | 96.00 | | | 40 64000 | 341 | | 10205 |
| 4 | 03/07/25 | FEB 27 BOD MEETING 6 HRS | 96.00 | | | 50 65000 | 341 | | 10205 |

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* ... Over spent expenditure

| Claim/ Line # | Check Invoice | Vendor #/Name/ #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|------------------|------------------|---|-------------------------|---------|------|---------------|--------|------|-----------------|
| 5 | 03/07/25 | FEB 27 BOD MEETING 6 HRS | 9.00 | | | 60 66000 | 341 | | 10205 |
| 11293 | 50336S | 731 SAN MIGUEL SENIORS CENTER | 150.00 | | | | | | |
| MAR 13 | | SPECIAL MEETING @ SMSC | | | | | | | |
| 1 | 03/13/25 | MAR 13 SP MEETING 3 HRS | 45.00 | | | 20 62000 | 341 | | 10205 |
| 2 | 03/13/25 | MAR 13 SP MEETING 3 HRS | 4.50 | | | 30 63000 | 341 | | 10205 |
| 3 | 03/13/25 | MAR 13 SP MEETING 3 HRS | 48.00 | | | 40 64000 | 341 | | 10205 |
| 4 | 03/13/25 | MAR 13 SP MEETING 3 HRS | 48.00 | | | 50 65000 | 341 | | 10205 |
| 5 | 03/13/25 | MAR 13 SP MEETING 3 HRS | 4.50 | | | 60 66000 | 341 | | 10205 |
| | | Total for Vendor: | 700.00 | | | | | | |
| 11323 | 50337S | 673 SCOTT KELLER | 5,760.00 | | | | | | |
| ANNUAL | | THU LEASE PAYMENT FOR APN 021-221-014/015/016/018 | | | | | | | |
| 1 | 03/24/25 | 5/25-4/26 THU LEASE EXTENSION | 5,760.00 | | | 20 62000 | 949 | | 10205 |
| | | Total for Vendor: | 5,760.00 | | | | | | |
| 11259 | -98773E | 657 SOCALGAS | 116.15 | | | | | | |
| 1 | 03/04/25 | MAR LIFT STATION 942 SOKA WAY | 16.96 | | | 40 64000 | 396 | | 10205 |
| 2 | 03/04/25 | MAR SLT WELL 8687 MARTNZ | 73.52 | | | 50 65000 | 396 | | 10205 |
| 3 | 03/04/25 | MAR WELL 3 NAT.GAS610 12TH | 25.67 | | | 50 65000 | 396 | | 10205 |
| | | Total for Vendor: | 116.15 | | | | | | |
| 11297 | 50338S | 43 STERICYCLE, INC | 85.16 | | | | | | |
| 1 | 03/21/25 | SHRED CONTAINER | 4.26 | | | 30 63000 | 305 | | 10205 |
| 8010252706 | | | | | | | | | |
| 2 | 03/21/25 | SHRED CONTAINER | 38.32 | | | 40 64000 | 305 | | 10205 |
| 8010252706 | | | | | | | | | |
| 3 | 03/21/25 | SHRED CONTAINER | 38.32 | | | 50 65000 | 305 | | 10205 |
| 8010252706 | | | | | | | | | |
| 4 | 03/21/25 | SHRED CONTAINER | 4.26 | | | 60 66000 | 305 | | 10205 |
| 8010252706 | | | | | | | | | |
| | | Total for Vendor: | 85.16 | | | | | | |
| 11283 | 50315S | 663 SWCA ENVIRONMENTAL CONSULTANTS | 1,372.00 | | | | | | |
| | | SAN MIGUEL ALLEY WATERLINE PROJECT | | | | | | | |
| 1 | 02/28/25 | Phase 1 - ALLEY WATERLINE PRJ | 1,372.00 | | | 50 65000 | 535 | | 10205 |
| 214671 | | | | | | | | | |
| | | Total for Vendor: | 1,372.00 | | | | | | |

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* ... Over spent expenditure

| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|-------------------|-------------------------------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11295 | 50339S | 378 SWIFT TECTONICS, INC. | 7,280.00 | | | | | | |
| | ACCESS ROAD GRADING | | | | | | | | |
| 1 | 03/03/25 | ACCESS ROAD GRADING | 7,280.00 | | | 40 64000 | 582 | | 10205 |
| 6970 | | | | | | | | | |
| 11319 | 50339S | 378 SWIFT TECTONICS, INC. | 42,335.00 | | | | | | |
| | THU DIRT WORK | | | | | | | | |
| 1 | 12/31/24 | THU DIRT WORK | 42,335.00 | | | 20 62000 | 511 | | 10205 |
| 6919 | | | | | | | | | |
| 11320 | 50339S | 378 SWIFT TECTONICS, INC. | 3,316.00 | | | | | | |
| | N STREET SERVICE | | | | | | | | |
| 1 | 12/31/24 | N STREET SERVICE | 3,316.00 | | | 50 65000 | 353 | | 10205 |
| 6916 | | | | | | | | | |
| 11331 | 50339S | 378 SWIFT TECTONICS, INC. | 22,520.00 | | | | | | |
| | MANHOLE AND SHORING AT WELL 4 | | | | | | | | |
| 1 | 12/31/24 | MANHOLE AT WELL 4 RES 2024-39 | 22,520.00 | | | 50 65000 | 517 | | 10205 |
| 6917 | | | | | | | | | |
| Total for Vendor: | | | 75,451.00 | | | | | | |
| 11269 | 50316S | 282 THE BLUEPRINTER | 97.74 | | | | | | |
| 1 | 02/28/25 | GREEN BOARD PACKET PRINTOUT | 29.32 | | | 20 62000 | 320 | | 10205 |
| 125-0276 | | | | | | | | | |
| 2 | 02/28/25 | GREEN BOARD PACKET PRINTOUT | 2.93 | | | 30 63000 | 320 | | 10205 |
| 125-0276 | | | | | | | | | |
| 3 | 02/28/25 | GREEN BOARD PACKET PRINTOUT | 31.28 | | | 40 64000 | 320 | | 10205 |
| 125-0276 | | | | | | | | | |
| 4 | 02/28/25 | GREEN BOARD PACKET PRINTOUT | 31.28 | | | 50 65000 | 320 | | 10205 |
| 125-0276 | | | | | | | | | |
| 5 | 02/28/25 | GREEN BOARD PACKET PRINTOUT | 2.93 | | | 60 66000 | 320 | | 10205 |
| 125-0276 | | | | | | | | | |

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* ... Over spent expenditure

| Claim/ Line # | Check Invoice | Vendor #/Name/ #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|------------------|------------------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11277 | 50316S | 282 THE BLUEPRINTER | 244.69 | | | | | | |
| 1 | 02/28/25 | ALLEY WATERLINE PRJ | 244.69 | | | 50 65000 | 535 | | 10205 |
| 25-177 | | | | | | | | | |
| | | Total for Vendor: | 342.43 | | | | | | |
| 11332 | -98764E | 301 US BANK | 329.51 | | | | | | |
| | | TP STATEMENT DATE 3/24/25 | | | | | | | |
| 1 | 03/03/25 | RINGCENTRAL MAR PHONE | 98.87 | | | 20 62000 | 310 | | 10205 |
| TP MAR 25 | | | | | | | | | |
| 2 | 03/03/25 | RINGCENTRAL MAR PHONE | 9.88 | | | 30 63000 | 310 | | 10205 |
| TP MAR 25 | | | | | | | | | |
| 3 | 03/03/25 | RINGCENTRAL MAR PHONE | 105.44 | | | 40 64000 | 310 | | 10205 |
| TP MAR 25 | | | | | | | | | |
| 4 | 03/03/25 | RINGCENTRAL MAR PHONE | 105.44 | | | 50 65000 | 310 | | 10205 |
| TP MAR 25 | | | | | | | | | |
| 5 | 03/03/25 | RINGCENTRAL MAR PHONE | 9.88 | | | 60 66000 | 310 | | 10205 |
| TP MAR 25 | | | | | | | | | |
| 11333 | -98763E | 301 US BANK | 593.46 | | | | | | |
| | | KD STATEMENT DATE 3/24/2025 | | | | | | | |
| 1 | 03/11/25 | LOWES- TOTES | 14.11 | | | 50 65000 | 305 | | 10205 |
| KD MAR 25 | | | | | | | | | |
| 2 | 03/11/25 | LOWES- TOTES | 14.12 | | | 40 64000 | 305 | | 10205 |
| KD MAR 25 | | | | | | | | | |
| 3 | 03/05/25 | PJ TRAILERS | 282.61* | | | 40 64000 | 351 | | 10205 |
| KD MAR 25 | | | | | | | | | |
| 4 | 03/05/25 | PJ TRAILERS | 282.62* | | | 50 65000 | 351 | | 10205 |
| KD MAR 25 | | | | | | | | | |
| 11334 | -98762E | 301 US BANK | 13.18 | | | | | | |
| | | SY STATEMENT DATE 3/24/25 | | | | | | | |
| 1 | 03/13/25 | APPLE ICLOUD | 2.99 | | | 20 62000 | 465 | | 10205 |
| SY MAR 25 | | | | | | | | | |
| 2 | 03/05/25 | DG- BATTERIES | 10.19 | | | 20 62000 | 450 | | 10205 |
| SY MAR 25 | | | | | | | | | |
| | | Total for Vendor: | 936.15 | | | | | | |

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| Claim/ Line # | Check Invoice # | Vendor #/Name/ #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|------------------|--------------------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 11286 | 50317S | 327 VALLI INFORMATION SYSTEMS | 792.50 | | | | | | |
| | | JAN BILLING | | | | | | | |
| 1 | 02/28/25 | JAN Web Posting, Postage | 217.10 | | | 40 64000 | 374 | | 10205 |
| 99272 | | | | | | | | | |
| 2 | 02/28/25 | JAN Web Posting, Postage | 217.10 | | | 50 65000 | 374 | | 10205 |
| 99272 | | | | | | | | | |
| 3 | 02/28/25 | JAN Printing | 102.15 | | | 40 64000 | 374 | | 10205 |
| 99272 | | | | | | | | | |
| 4 | 02/28/25 | JAN Printing | 102.15 | | | 50 65000 | 374 | | 10205 |
| 99272 | | | | | | | | | |
| 5 | 02/28/25 | Printed insert NO WIPES | 154.00 | | | 40 64000 | 395 | | 10205 |
| 99272 | | | | | | | | | |
| | | Total for Vendor: | 792.50 | | | | | | |
| 11307 | -98769E | 511 VERIZON | 425.32 | | | | | | |
| | | TABLETS: UTILITIES x4 | | | | | | | |
| | | CELL PHONE: TMP, MS, TP, KD, DP | | | | | | | |
| 2/09/25 | -03/08/25 | | | | | | | | |
| 1 | 03/08/25 | FEB UTILITIES CELL PHONES X4 | 17.16 | | | 30 63000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 2 | 03/08/25 | FEB UTILITIES CELL PHONES X4 | 154.48 | | | 40 64000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 3 | 03/08/25 | FEB UTILITIES CELL PHONES X4 | 154.48 | | | 50 65000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 4 | 03/08/25 | FEB UTILITIES CELL PHONES X4 | 17.16 | | | 60 66000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 6 | 03/08/25 | FEB T PARENT CELL PHONE | 2.60 | | | 30 63000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 7 | 03/08/25 | FEB T PARENT CELL PHONE | 23.42 | | | 40 64000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 8 | 03/08/25 | FEB T PARENT CELL PHONE | 23.42 | | | 50 65000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 9 | 03/08/25 | FEB T PARENT CELL PHONE | 2.60 | | | 60 66000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 10 | 03/08/25 | FEB 4GB DATA PLAN | 1.50 | | | 30 63000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |

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* ... Over spent expenditure

| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|---------------------|----------------|--|-------------------------|---------|------|---------------|--------|-------|-----------------|
| 11 | 03/08/25 | FEB 4GB DATA PLAN | 13.50 | | | 40 64000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 12 | 03/08/25 | FEB 4GB DATA PLAN | 13.50 | | | 50 65000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| 13 | 03/08/25 | FEB 4GB DATA PLAN | 1.50 | | | 60 66000 | 465 | | 10205 |
| 6107997741 | | | | | | | | | |
| Total for Vendor: | | | 425.32 | | | | | | |
| 11340 | 50340S | 732 WALLACE GROUP | 20,240.00 | | | | | | |
| PROJ# 0406-0031-00 | | | | | | | | | |
| 1 | 03/26/25 | WWTF ENGINEERING 2022-43 | 20,240.00 | | | 40 64000 | 587 | 20001 | 10205 |
| 64513 | | | | | | | | | |
| Total for Vendor: | | | 20,240.00 | | | | | | |
| 11301 | 50341S | 717 WATER SYSTEMS CONSULTING, INC | 5,965.65 | | | | | | |
| PRJ 2295-12110 | | | | | | | | | |
| 1 | 02/28/25 | ALLEY WATERLINE REP RES2024-50 | 5,965.65 | | | 50 65000 | 535 | | 10205 |
| 10709 | PRJ 2295-12110 | | | | | | | | |
| 11302 | 50341S | 717 WATER SYSTEMS CONSULTING, INC | 3,958.25 | | | | | | |
| WWTF PROJECT | | | | | | | | | |
| PRJ 20001 | | | | | | | | | |
| 1 | 02/28/25 | WWTF PROJECT DESIGN | 3,958.25 | | | 40 64000 | 587 | 20001 | 10205 |
| 10707 | PRJ 2295-11951 | | | | | | | | |
| 11303 | 50341S | 717 WATER SYSTEMS CONSULTING, INC | 1,762.25 | | | | | | |
| PROJECTS 2295-11951 | | | | | | | | | |
| PRJ# 21008 | | | | | | | | | |
| 2023-44 | | | | | | | | | |
| 1 | 02/28/25 | SEWER LINING & MANHOLE REHAB | 1,762.25 | | | 40 64000 | 963 | 21008 | 10205 |
| 10708 | PRJ 2295-11951 | | | | | | | | |
| 11304 | 50341S | 717 WATER SYSTEMS CONSULTING, INC | 8,443.00 | | | | | | |
| PRJ 2295-11951 | | | | | | | | | |
| 1 | 02/28/25 | DISTRICT ENGINEERING 22-23 | 1,006.12* | | | 40 64000 | 326 | | 10205 |
| 10706 | PRJ 2295-11951 | | | | | | | | |
| 2 | 02/28/25 | DISTRICT ENGINEERING 22-23 | 1,006.13* | | | 50 65000 | 326 | | 10205 |
| 10706 | PRJ 2295-11951 | | | | | | | | |

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* ... Over spent expenditure

| Claim/ Line # | Check Invoice # | Vendor #/Name/ #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|---------------------------------|--------------------|--|-------------------------|---------|------|---------------|--------|-------|-----------------|
| 3 | | TANK REHAB RES2022-64 | 0.00* | | | 50 65000 | 326 | | 10205 |
| 4 | | SLT TANK/BOOSTER RES2022-66 | 0.00* | | | 50 65000 | 326 | 21007 | 10205 |
| 5 | | INDIAN VALLEY TRACT | 0.00 | | | 40 64000 | 966 | | 10205 |
| 6 | | 02/28/25 INDIAN VALLEY TRACT | 3,301.50* | | | 50 65000 | 966 | | 10205 |
| 10706 | | PRJ 2295-11951 | | | | | | | |
| 7 | | 02/28/25 ALLEY WATERLINE REPLACEMENT | 707.00* | | | 50 65000 | 326 | | 10205 |
| 10706 | | PRJ 2295-11951 | | | | | | | |
| 8 | | 02/28/25 PASO BASIN COOP COMMITTEE | 225.00 | | | 50 65000 | 324 | | 10205 |
| 10706 | | PRJ 2295-11951 | | | | | | | |
| 9 | | 3W COORDINATION | 0.00* | | | 40 64000 | 326 | 22010 | 10205 |
| 10 | | DWSRF GRANT COORD | 0.00* | | | 50 65000 | 326 | | 10205 |
| 11 | | MAGDELENA WILL SERVE | 0.00* | | | 40 64000 | 326 | | 10205 |
| 12 | | MAGDELENA WILL SERVE | 0.00* | | | 50 65000 | 326 | | 10205 |
| 13 | | TRACT 3131 PLAN REVIEW | 0.00 | | | 40 64000 | 966 | | 10205 |
| 14 | | TRACT 3131 PLAN REVIEW | 0.00* | | | 50 65000 | 966 | | 10205 |
| 15 | | LIFT STATION FLOOD PROT | 0.00 | | | 40 64000 | 349 | | 10205 |
| 16 | | 02/28/25 BOOSTER PUMP STATION RFP | 1,243.75 | | | 50 65000 | 961 | | 10205 |
| 10706 | | PRJ 2295-11951 | | | | | | | |
| 17 | | 02/28/25 SSMP UPDATE RFP | 953.50* | | | 40 64000 | 326 | | 10205 |
| 10706 | | PRJ 2295-11951 | | | | | | | |
| Total for Vendor: | | | 20,129.15 | | | | | | |
| 11341 | 50342S | 317 WESTERN JANITOR SUPPLY INC | 159.61 | | | | | | |
| 1 | | 03/26/25 TP, PT, CLEANERS | 7.98 | | | 30 63000 | 305 | | 10205 |
| 220923 | | | | | | | | | |
| 2 | | 03/26/25 TP, PT, CLEANERS | 71.82 | | | 40 64000 | 305 | | 10205 |
| 220923 | | | | | | | | | |
| 3 | | 03/26/25 TP, PT, CLEANERS | 71.83 | | | 50 65000 | 305 | | 10205 |
| 220923 | | | | | | | | | |
| 4 | | 03/26/25 TP, PT, CLEANERS | 7.98 | | | 60 66000 | 305 | | 10205 |
| 220923 | | | | | | | | | |
| Total for Vendor: | | | 159.61 | | | | | | |
| 11256 | -98776E | 612 WEX BANK | 692.45 | | | | | | |
| FUEL BILL CLOSING DATE: 3/07/25 | | | | | | | | | |
| 1 | | 03/07/25 FUEL 8600 FEB | 178.38 | | | 20 62000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |

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* ... Over spent expenditure

| Claim/ Line # | Check Invoice # | Vendor #/Name/ #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|-----------------------------|--------------------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 2 | 03/07/25 | FUEL 8601 FEB | 97.12 | | | 20 62000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 3 | 03/07/25 | FUEL 8668 FEB | 0.00 | | | 20 62000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 4 | 03/07/25 | FUEL OES | 0.00* | | | 20 62000 | 307 | | 10205 |
| 103485324 | | | | | | | | | |
| 5 | 03/07/25 | FUEL U8632 FEB | 50.18 | | | 40 64000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 8 | 03/07/25 | FUEL U8632 FEB | 50.19 | | | 50 65000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 9 | 03/07/25 | FUEL U8634 FEB | 0.00 | | | 40 64000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 10 | 03/07/25 | FUEL U8634 FEB | 0.00 | | | 50 65000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 11 | 03/07/25 | FUEL U8636 FEB | 162.34 | | | 50 65000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 12 | 03/07/25 | FUEL U8636 FEB | 162.35 | | | 40 64000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 13 | 03/07/25 | REBATE ADJUSTMENT | -3.19 | | | 20 62000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 14 | 03/07/25 | REBATE ADJUSTMENT | -2.46 | | | 40 64000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| 15 | 03/07/25 | REBATE ADJUSTMENT | -2.46 | | | 50 65000 | 485 | | 10205 |
| 103485324 | | | | | | | | | |
| Total for Vendor: | | | 692.45 | | | | | | |
| 11287 | 50318S | 473 WHITE BRENNER LLP | 16,788.96 | | | | | | |
| FOR LEGAL SERVICES FEB 2025 | | | | | | | | | |
| 1 | | FEB SOLID WASTE LEGAL | 0.00 | | | 60 66000 | 327 | | 10205 |
| 2 | 03/10/25 | FEB REAL ESTATE/LAND USE | 64.78 | | | 50 65000 | 327 | | 10205 |
| 52008 | MAR | | | | | | | | |
| 3 | 03/10/25 | FEB WATER LEGAL | 1,198.43 | | | 40 64000 | 327 | | 10205 |
| 52002 | MAR | | | | | | | | |
| 4 | | FEB WATER LEGAL | 0.00 | | | 50 65000 | 327 | | 10205 |
| 5 | 03/10/25 | FEB STEINBECK V SLO | 9,473.80 | | | 50 65000 | 332 | | 10205 |
| 52001 | MAR | | | | | | | | |
| 6 | 03/10/25 | FEB FIRE LEGAL | 97.38 | | | 20 62000 | 327 | | 10205 |
| 52004 | MAR | | | | | | | | |

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| Claim/ Line # | Check | Vendor #/Name/ Invoice #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|------------------|----------|--|-------------------------|---------|------|---------------|--------|------|-----------------|
| 7 | 03/10/25 | FEB SEWER LEGAL | 64.78 | | | 40 64000 | 327 | | 10205 |
| 52005 | MAR | | | | | | | | |
| 8 | 03/10/25 | FEB SEWER LEGAL | 64.78 | | | 50 65000 | 327 | | 10205 |
| 52005 | MAR | | | | | | | | |
| 9 | 03/10/25 | FEB SEIU MOU LEGAL | 19.48 | | | 40 64000 | 331 | | 10205 |
| 52003 | MAR | | | | | | | | |
| 10 | 03/10/25 | FEB SEIU MOU LEGAL | 19.48 | | | 50 65000 | 331 | | 10205 |
| 52003 | MAR | | | | | | | | |
| 11 | 03/10/25 | FEB SEIU MOU LEGAL | 145.76 | | | 40 64000 | 331 | | 10205 |
| 52007 | MAR | | | | | | | | |
| 12 | 03/10/25 | FEB SEIU MOU LEGAL | 145.76 | | | 50 65000 | 331 | | 10205 |
| 52007 | MAR | | | | | | | | |
| 13 | | FEB HR LEGAL | 0.00 | | | 20 62000 | 333 | | 10205 |
| 14 | | FEB HR LEGAL | 0.00 | | | 30 63000 | 333 | | 10205 |
| 15 | 03/10/25 | FEB HR LEGAL | 19.48 | | | 40 64000 | 333 | | 10205 |
| 52003 | MAR | | | | | | | | |
| 16 | 03/10/25 | FEB HR LEGAL | 19.48 | | | 50 65000 | 333 | | 10205 |
| 52003 | MAR | | | | | | | | |
| 17 | 03/10/25 | FEB HR LEGAL | 0.00 | | | 60 66000 | 333 | | 10205 |
| 18 | 03/10/25 | FEB GENERAL LEGAL - ADMIN | 614.36 | | | 20 62000 | 327 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 19 | 03/10/25 | FEB GENERAL LEGAL - ADMIN | 64.00 | | | 30 63000 | 327 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 20 | 03/10/25 | FEB GENERAL LEGAL - ADMIN | 2,299.04 | | | 40 64000 | 327 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 21 | 03/10/25 | FEB GENERAL LEGAL - ADMIN | 2,286.24 | | | 50 65000 | 327 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 22 | 03/10/25 | FEB GENERAL LEGAL - ADMIN | 51.20 | | | 60 66000 | 327 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 23 | 03/10/25 | FEB CONTRACTS | 12.95 | | | 20 62000 | 327 | | 10205 |
| 52006 | MAR | | | | | | | | |
| 24 | 03/10/25 | FEB CONTRACTS | 12.95 | | | 30 63000 | 327 | | 10205 |
| 52006 | MAR | | | | | | | | |
| 25 | 03/10/25 | FEB CONTRACTS | 12.95 | | | 40 64000 | 327 | | 10205 |
| 52006 | MAR | | | | | | | | |
| 26 | 03/10/25 | FEB CONTRACTS | 12.95 | | | 50 65000 | 327 | | 10205 |
| 52006 | MAR | | | | | | | | |

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 3/25

Page: 21 of 22
Report ID: AP100V

* ... Over spent expenditure

| Claim/ Line # | Check Invoice # | Vendor #/Name/ #/Inv Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object | Proj | Cash Account |
|-----------------------------|--------------------|--|-------------------------|---------|------------|---------------|--------|------|-----------------|
| 27 | 03/10/25 | FEB CONTRACTS | 12.95 | | | 60 66000 | 327 | | 10205 |
| 52006 | MAR | | | | | | | | |
| 28 | 03/10/25 | FEB PRA | 19.00 | | | 20 62000 | 319 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 29 | 03/10/25 | FEB PRA | 3.42 | | | 30 63000 | 319 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 30 | 03/10/25 | FEB PRA | 25.07 | | | 40 64000 | 319 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 31 | 03/10/25 | FEB PRA | 25.07 | | | 50 65000 | 319 | | 10205 |
| 52000 | MAR | | | | | | | | |
| 32 | 03/10/25 | FEB PRA | 3.42 | | | 60 66000 | 319 | | 10205 |
| 52000 | MAR | | | | | | | | |
| Total for Vendor: | | | 16,788.96 | | | | | | |
| 11281 | 50319S | 318 WILDHORSE PROPANE | 285.21 | | | | | | |
| 1 | 02/20/25 | SMF PROPANE | 285.21 | | | 20 62000 | 511 | | 10205 |
| U006L008 | | | | | | | | | |
| Total for Vendor: | | | 285.21 | | | | | | |
| # of Claims | | | 85 | Total: | 249,691.80 | # of Vendors | | 38 | |
| Total Electronic Claims | | | | | 22,591.66 | | | | |
| Total Non-Electronic Claims | | | | | 227100.14 | | | | |

| Fund/Account | Amount |
|-------------------------------|------------|
| 20 FIRE PROTECTION DEPARTMENT | |
| 10205 OPERATING CASH - 5 STAR | 85,490.09 |
| 30 STREET LIGHTING DEPARTMENT | |
| 10205 OPERATING CASH - 5 STAR | 1,999.95 |
| 40 WASTEWATER DEPARTMENT | |
| 10205 OPERATING CASH - 5 STAR | 68,027.14 |
| 50 WATER DEPARTMENT | |
| 10205 OPERATING CASH - 5 STAR | 93,607.19 |
| 60 SOLID WASTE DEPARTMENT | |
| 10205 OPERATING CASH - 5 STAR | 567.43 |
| | |
| Total: | 249,691.80 |

SAN MIGUEL CSD Investment Portfolio Report - QUARTERLY

QUARTER 1 2025



| | SECURITY | TYPE | PRICE | COUPON | AMOUNT | YIELDS AVG YIELD | ANNUAL CASH FLOW | MATURITY DATE | FDIC CERT # | SETTLE DATE | Q4 MARKET VALUE | MARKET VALUE AS OF REPORT | PORTFOLIO % |
|-----------------------------|---------------------------|------|-----------|--------|------------------------|---------------------|---------------------|------------------|----------------|----------------|------------------------|------------------------------|----------------|
| Fire - Capital | Fidelity Govt MMKT | CASH | \$ 1.00 | 4.19% | \$ 2,542.49 | 4.19% | \$ 106.53 | | | | \$ 2,542.49 | \$ 105,131.54 | 0.1% |
| | Insured Bank MMKT | CASH | \$ 1.00 | 0.45% | \$ - | 0.45% | \$ - | | | | \$ - | \$ 13.76 | |
| | Fed. Home Loan Bank | AGCY | \$ 100.00 | 5.02% | \$ 100,000.00 | 5.02% | \$ 5,020.00 | 3/13/2026 | N/A | 4/12/2024 | \$ 100,011.00 | \$ - | 5.1% |
| | total: | | | | | | | | | | \$ 102,553.49 | \$ 105,145.30 | |
| Lighting - Capital | Fidelity Govt MMKT | CASH | \$ 1.00 | 4.19% | \$ 38,578.54 | 4.19% | \$ 1,616.44 | | | | \$ 38,578.54 | \$ 47,181.17 | 2.0% |
| | Insured Bank MMKT | CASH | \$ 1.00 | 0.45% | \$ - | 0.45% | \$ - | | | | \$ - | \$ 1.18 | |
| | JP Morgan Chase NA | CD | \$ 100.00 | 5.25% | \$ 138,000.00 | 5.25% | \$ 7,245.00 | 8/15/2028 | 628 | 8/15/2023 | \$ 138,126.96 | \$ 138,191.82 | 7.1% |
| | BMW Bank NA | CD | \$ 100.00 | 4.60% | \$ 200,000.00 | 4.60% | \$ 9,200.00 | 3/10/2028 | 35141 | 3/10/2028 | \$ 203,526.00 | \$ 202,550.00 | 10.2% |
| total: | | | | | | | | | | | \$ 380,231.50 | \$ 387,924.17 | |
| Lighting- Reserve | Fidelity Govt MMKT | CASH | \$ 1.00 | 4.19% | \$ 11,785.42 | 4.19% | \$ 493.81 | | | | \$ 11,785.42 | \$ 676.52 | 0.6% |
| | Insured Bank MMKT | CASH | \$ 1.00 | 0.45% | \$ - | 0.45% | | | | | \$ - | \$ - | |
| | Morgan Stanley Bank NA | CD | \$ 100.00 | 5.05% | \$ 150,000.00 | 5.05% | \$ 7,575.00 | 3/10/2028 | 32992 | 3/10/2028 | \$ 150,244.50 | \$ 164,646.90 | 7.7% |
| total: | | | | | | | | | | | \$ 162,029.92 | \$ 165,323.42 | |
| Wastewater- LT Mnt | Fidelity Govt MMKT | CASH | \$ 1.00 | 4.19% | \$ 5,992.55 | 4.19% | \$ 251.09 | | | | \$ 5,992.55 | \$ 19,401.81 | 0.3% |
| | Insured Bank MMKT | CASH | \$ 1.00 | 25.00% | \$ 374.30 | 25.00% | \$ 0.94 | | | | \$ 374.30 | \$ 2.33 | |
| | People's Bank | cCD | \$ 100.00 | 4.55% | \$ 100,000.00 | 4.55% | \$ 4,550.00 | 9/20/2029 | | 9/20/2024 | \$ 100,000.00 | \$ 99,996.00 | 5.1% |
| | FNMA | AGCY | \$ 99.55 | 4.375% | \$ 205,000.00 | 4.48% | \$ 8,968.75 | 8/6/2029 | N/A | 8/6/2024 | \$ 202,839.30 | \$ 204,202.55 | 10.5% |
| | Fannie Mae | AGCY | \$ 99.56 | 5.00% | \$ 200,000.00 | 5.10% | \$ 10,000.00 | 4/17/2029 | N/A | 4/17/2024 | \$ 199,578.00 | \$ 199,888.00 | 10.2% |
| | Fed. Home Loan Bank | AGCY | \$ 100.47 | 4.75% | \$ 310,000.00 | 4.64% | \$ 14,725.00 | 2/6/2029 | N/A | 2/9/2024 | \$ 309,879.10 | \$ 310,164.30 | 15.9% |
| total: | | | | | | | | | | | \$ 818,663.25 | \$ 833,654.99 | |
| Wastewater - Capital | Fidelity Govt MMKT | CASH | \$ 1.00 | 4.19% | \$ 27,466.03 | 4.19% | \$ 1,150.83 | | | | \$ 27,466.03 | \$ 31,954.72 | 1.4% |
| | Insured Bank MMKT | CASH | \$ 1.00 | 25.00% | \$ 423.55 | 0.45% | \$ 1.06 | | | | \$ 423.55 | \$ 0.69 | |
| | BMO HARRIS BANK NA | CD | \$ 100.00 | 5.00% | \$ 200,000.00 | 5.00% | \$ 10,000.00 | 5/18/2028 | 16571 | 5/18/2023 | \$ 200,084.00 | \$ 200,192.00 | 10.2% |
| | MEDALLION BANK | CD | \$ 100.00 | 5.00% | \$ 103,000.00 | 5.00% | \$ 5,150.00 | 5/24/2028 | 57449 | 3/8/2023 | \$ 103,021.63 | \$ 103,028.84 | 5.3% |
| total: | | | | | | | | | | | \$ 330,995.21 | \$ 335,176.25 | |
| Water - Capital | Fidelity Govt MMKT | CASH | \$ 1.00 | 4.19% | \$ 11,785.42 | 4.19% | \$ 493.81 | | | | \$ 11,785.42 | \$ 676.52 | 0.6% |
| | Insured Bank MMKT | CASH | \$ 1.00 | 0.45% | \$ - | 0.45% | \$ - | | | | \$ - | \$ - | |
| | Morgan Stanley Private Bk | CD | \$ 100.00 | 5.05% | \$ 150,000.00 | 5.05% | \$ 7,575.00 | 3/10/2028 | 34221 | 3/10/2023 | \$ 150,232.50 | \$ 164,646.90 | 7.7% |
| total: | | | | | | | | | | | \$ 162,017.92 | \$ 165,323.42 | |
| Total & Average: | | | | | \$ 1,954,948.30 | 4.85% | \$ 94,123.26 | | | | \$ 1,956,491.29 | \$ 1,992,547.55 | 100% |

SMCSD STATEMENTS OF INFORMATION:

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

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

Kelly Dodds, General Manager SMCSD

Michelle Hido, Financial Officer SMCSD

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 8.2

SUBJECT: Draft Fiscal Year 2025-2026 District Operation and Maintenance (O&M) Budget and Capital Improvement Project (CIP) Budget. **(Discuss and provide comments to staff)** (Pg. 49-71)

SUGGESTED ACTION:

Discuss the DRAFT Fiscal Year 2025-2026 Operation and Maintenance (O&M) Budget and Capital Improvement Project (CIP) Budget and provide comments to Staff.

DISCUSSION:

Annually, the Board is tasked with reviewing and approving the Operation and Maintenance (O&M) budget for the District.

The DRAFT Revenue and Expenditure Budgets are based on the review of current costs as well as proposed costs for each individual District Fund and all the Funds collectively. The DRAFT CIP Budget is inclusive of projects which are currently underway, that are carrying over from the prior year, and any new projects for this fiscal year.

Once approved as part of the O&M or CIP budgets; all purchases will be made in accordance with the purchasing, or other applicable policies in effect at the time of the purchase or obligation. After this review, comments and corrections will be addressed and the O&M Budget and CIP Budget will be brought to the Board for final approval at the May Board Meeting. Once approved, these budgets will take effect July 1st, 2025.

REVENUE NOTE: All property tax revenues are estimates provided (annually) to the District by the County of San Luis Obispo.

REVENUE TRANSFERS: Transfers from the Operating Cash account to either Operational Reserve or Capital Reserve may be made within a department to meet District Reserve goals based on the approved District Reserve Policy. This usually occurs at the close of a Fiscal Year but may occur at any time throughout the year as needed. Transfers from Capital Reserve to fund specific Capital Project Expenditures are only done after the Expense is incurred and only for the amount approved or incurred if that amount is different than the total amount approved (whichever is less).

Budget Overview As of March 31st 75% of the fiscal year has been completed.

FIRE PROTECTION DEPARTMENT (FUND 20)

2024-25 Budget performance thru March 31st, 2025

- | | | |
|------------------------------|--------------------------|----------------|
| • Budgeted Revenue \$772,602 | Actual Revenue \$506,037 | Percentage 65% |
| • Budgeted Expense \$751,202 | Actual Expense \$666,405 | Percentage 89% |

2025-26 DRAFT Budget

- | | | |
|-----------------------------------|----------------------------|-----------|
| • Budgeted Revenue \$742,631 | Budgeted Expense \$742,127 | Net \$504 |
| • Budgeted Project Costs \$10,500 | | |

\$102,024 (included in budgeted totals) is to be transferred from Fire's Capital reserve account for Project 21006 THU (Temporary Housing Unit) annual loan payment, THU Bond payment, the Engine 8668 annual loan payment, annual THU lease payment, and the SMCSD Annual Interfund Loan payment.

LIGHTING DEPARTMENT (FUND 30)

2024-25 Budget performance thru March 31st, 2025

- | | | |
|------------------------------|--------------------------|----------------|
| • Budgeted Revenue \$163,287 | Actual Revenue \$139,498 | Percentage 85% |
| • Budgeted Expense \$248,045 | Actual Expense \$41,690 | Percentage 17% |

2025-26 DRAFT Budget

- | | | |
|------------------------------|----------------------------|-----------|
| • Budgeted Revenue \$170,438 | Budgeted Expense \$170,302 | Net \$136 |
| • Budgeted Project Costs \$0 | | |

WASTEWATER DEPARTMENT (FUND 40)

2024-25 Budget performance thru March 31st, 2025

- | | | |
|--------------------------------|----------------------------|-----------------|
| • Budgeted Revenue \$2,239,933 | Actual Revenue \$2,282,741 | Percentage 102% |
| • Budgeted Expense \$2,382,855 | Actual Expense \$1,156,128 | Percentage 49% |

2025-26 DRAFT Budget

- | | | |
|------------------------------------|------------------------------|-----------|
| • Budgeted Revenue \$2,516,256 | Budgeted Expense \$2,515,776 | Net \$480 |
| • Budgeted Project Costs \$690,000 | | |

WATER DEPARTMENT (FUND 50)

2024-25 Budget performance thru March 31st, 2025

- | | | |
|--------------------------------|--------------------------|----------------|
| • Budgeted Revenue \$1,478,488 | Actual Revenue \$900,487 | Percentage 61% |
| • Budgeted Expense \$1,873,962 | Actual Expense \$872,469 | Percentage 47% |

2025-26 DRAFT Budget

- | | | |
|-----------------------------------|------------------------------|-----------|
| • Budgeted Revenue \$1,098,889 | Budgeted Expense \$1,098,751 | Net \$138 |
| • Budgeted Project Costs \$20,000 | | |

SOLID WASTE DEPARTMENT (FUND 60)

2024-25 Budget performance thru March 31st, 2025

| | | |
|-----------------------------|-------------------------|----------------|
| • Budgeted Revenue \$60,409 | Actual Revenue \$46,869 | Percentage 78% |
| • Budgeted Expense \$59,976 | Actual Expense \$27,622 | Percentage 46% |

2025-26 DRAFT Budget

| | | |
|------------------------------|---------------------------|----------|
| • Budgeted Revenue \$43,936 | Budgeted Expense \$43,923 | Net \$13 |
| • Budgeted Project Costs \$0 | | |

DISTRICT TOTALS

2024-25 Budget performance thru March 31st, 2025

| | | |
|--------------------------------|----------------------------|----------------|
| • Budgeted Revenue \$4,714,719 | Actual Revenue \$3,875,634 | Percentage 82% |
| • Budgeted Expense \$5,316,040 | Actual Expense \$2,764,316 | Percentage 52% |

2025-26 DRAFT Budget

| | | |
|-----------------------------------|------------------------------|-------------|
| • Budgeted Revenue \$4,572,150 | Budgeted Expense \$4,570,879 | Net \$1,271 |
| • Budgeted Project Cost \$720,500 | | |

THE DRAFT CAPITAL IMPROVEMENT PROJECTS (CIP'S) ARE OUTLINED BELOW.

First 2 digits of project number relate to the fiscal year in which it started. The last 3 digits are the project number in sequence for which it was entered into the system.

THE FOLLOWING PROJECTS ARE CONTINUING FROM PRIOR FISCAL YEARS UNDER THE ORIGINAL FUNDING AMOUNT

- **20001 – WWTF Final Design/Project Management.** This project is for the design and management of the WWTF upgrade and expansion. This project is carried over from the 2020-21 fiscal year. Funded with Capital reserves.
- **21003 – WWTF Membrane Bio Reactor.** Purchase of the Membrane Bio Reactor treatment system currently under contract with Fluid Resource Management. This project is carried over from the 2021-22 fiscal year in Resolution 2021-33. Funded with Capital reserves.
- **21006 – Temporary Housing Unit.** Finance, purchase, and installation of a Temporary Housing Unit (THU) for the Fire Station. Resolution 2022-21, 22.
- **21007 – SLT Water Tank and Pump Station.** Resolution 2022-66.
- **21008 – Sanitary Sewer Lining and Manhole Rehabilitation Project** Planning and assessment of the sanitary sewer mains and manholes to prepare for repairs and lining construction plans and specifications. Approved through Resolutions 2022-59, 2023-44, 48, 50.
- **22003 – Replacement Utility Vehicle.** Replacement of the existing utility vehicle with a utility vehicle which meets the current and planned needs of the Utilities Departments, both now and in the foreseeable future. Funded with Capital Reserves.
- **22004 – Replacement Sewer Video Camera System.**
- **22005 – Cost of Service Rate Study for funds 30, 40, 60.** Each fund will pay their share of the

study cost, funds 30 and 60 will pay for their share of cost with Operational reserves while fund 40 will pay for their share of cost with Capital reserves. Resolution 2022-37.

- **22006 – Annual Water Meter Replacement.** This annual replacement is a CIP item and is included in this year’s CIP Budget.
- **22012 – Water Tank Inspection and Repair.** Inspection and repair of the 2009 Steel 0.65M gallon Tank approved through Resolution 2022-64 and funded with Capital Reserves.
- **23002 – Septic to Sewer Conversion.** Installation of sewer collection on the San Lawrence Terrace to mitigate negative effects of Septic on Groundwater. Part of the District’s Master Plan and approved by Resolution 2023-43, a Grant to fund the project has been approved.
- **24002 – OTS Grant.** Professional Grant Writer costs to apply for OTS Grant

THE FOLLOWING PROJECTS ARE PROPOSED PROJECTS TO BE STARTED AND FUNDED WITHIN THE 2025-26 FISCAL YEAR

- **24001 – Fire Station Renovation.**

FISCAL IMPACT:

There is no impact associated with the review of this report.

PREPARED BY: Michelle Hido

San Miguel Community Services District

PROPOSED OPERATING BUDGET
FISCAL YEAR 2025-2026



FIRE – LIGHTING/LANDSCAPING – WASTEWATER – WATER – SOLID WASTE

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SAN MIGUEL CSD
Revenue Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

Page: 1 of 5
Report ID: B250

20 FIRE PROTECTION DEPARTMENT

| Account | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------------------------------|---------|---------|---------|---------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
| | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Rec. 24-25 | Budget 25-26 | Change 25-26 | Budget 25-26 | Budget 25-26 |
| 40000 | | | | | | | | | | |
| 40220 Weed Abatement Fees | | | 5,520 | 2,799 | 0 | ***% | | | 0 | 0% |
| 40300 Fireworks Permit Fees | 3,360 | 4,200 | 4,750 | | 3,450 | 0% | 4,346 | | 4,346 | 126% |
| 40310 Fireworks Refundable C/Up | 500 | | | | 0 | 0% | | | 0 | 0% |
| 40320 Fire Impact Fees | | 5,017 | 16,728 | 1,070 | 3,000 | 36% | 3,000 | | 3,000 | 100% |
| 40370 Johnson Restitution - | 6,027 | | | | 0 | 0% | | | 0 | 0% |
| 40410 Mutual Aid Fires ~ OES | 167,452 | | 27,510 | 39,835 | 0 | ***% | | | 0 | 0% |
| 40420 Ambulance Reimbursement | 5,118 | 5,336 | 5,510 | 4,237 | 3,000 | 141% | 4,500 | | 4,500 | 150% |
| 40500 State Fire Grants | | 18,115 | | 61,201 | 68,905 | 89% | 73,000 | | 73,000 | 106% |
| 40510 Sponsored Training Fees | | | 233 | | 0 | 0% | | | 0 | 0% |
| 42200 Fire Cost Recovery | | | 2,592 | 4,330 | 0 | ***% | | | 0 | 0% |
| Group: | 182,457 | 32,668 | 62,843 | 113,472 | 78,355 | 145% | 84,846 | 0 | 84,846 | 108% |
| 43000 Property Taxes Collected | | | | | | | | | | |
| 43000 Property Taxes Collected | 413,538 | 484,495 | 515,243 | 369,838 | 526,859 | 70% | 551,760 | | 551,760 | 105% |
| Group: | 413,538 | 484,495 | 515,243 | 369,838 | 526,859 | 70% | 551,760 | 0 | 551,760 | 105% |
| 46000 Interest Revenue | | | | | | | | | | |
| 46000 Interest Revenue | 281 | 1,465 | 1,090 | 17,493 | 0 | ***% | | | 0 | 0% |
| 46009 Grants - Other | 138 | 132 | | | 0 | 0% | | | 0 | 0% |
| 46010 Transfer In | | 46,500 | -1,953 | | 80,000 | 0% | | | 0 | 0% |
| 46012 Fire Transfers from Cap | | | | | 85,888 | 0% | 102,025 | | 102,025 | 119% |
| INTERFUND LOAN \$10,149.61 | | | | | | | | | | |
| PNC \$47,082.69 | | | | | | | | | | |
| THU \$33,576.31 | | | | | | | | | | |
| KELLER \$8,000.00 | | | | | | | | | | |
| THU BOND \$3,216 | | | | | | | | | | |
| 46100 Realized Earnings | | | -761 | 399 | 0 | ***% | | | 0 | 0% |
| 46150 Miscellaneous Income | 67 | 466 | 801 | 279 | 0 | ***% | | | 0 | 0% |
| 46151 Refund/Adjustments | 295 | 5,740 | 2,734 | 202 | 0 | ***% | | | 0 | 0% |
| 46153 Plan Check Fees and | 2,236 | 2,100 | 2,103 | 4,356 | 1,500 | 290% | 4,000 | | 4,000 | 267% |
| 46157 Donation | | 500 | | | 0 | 0% | | | 0 | 0% |
| 46175 Sale of Surplus Property | | 21,873 | 5,625 | | 0 | 0% | | | 0 | 0% |
| 46511 HOLMAN THU LOAN | 274,379 | | | | 0 | 0% | | | 0 | 0% |
| Group: | 277,396 | 78,776 | 9,639 | 22,729 | 167,388 | 14% | 106,025 | 0 | 106,025 | 63% |
| Fund: | 873,391 | 595,939 | 587,725 | 506,039 | 772,602 | 65% | 742,631 | 0 | 742,631 | 96% |

SAN MIGUEL CSD
Revenue Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

30 STREET LIGHTING DEPARTMENT

| Account | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|--------------------------------|---------|---------|---------|---------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
| | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Rec. 24-25 | Budget 25-26 | Change 25-26 | Budget 25-26 | Budget 25-26 |
| 40000 | | | | | | | | | | |
| 40370 Johnson Restitution - | -717 | | | | 0 | 0% | | | 0 | 0% |
| 40510 Sponsored Training Fees | | | 23 | | 0 | 0% | | | 0 | 0% |
| Group: | -717 | | 23 | | 0 | 0% | 0 | 0 | 0 | 0% |
| 43000 Property Taxes Collected | | | | | | | | | | |
| 43000 Property Taxes Collected | 121,711 | 149,517 | 158,408 | 111,779 | 163,287 | 68% | 170,438 | | 170,438 | 104% |
| Group: | 121,711 | 149,517 | 158,408 | 111,779 | 163,287 | 68% | 170,438 | 0 | 170,438 | 104% |
| 46000 Interest Revenue | | | | | | | | | | |
| 46000 Interest Revenue | 4,150 | 12,473 | 24,976 | 24,120 | 0 | ***% | | | 0 | 0% |
| 46009 Grants - Other | 12 | 14 | | | 0 | 0% | | | 0 | 0% |
| 46100 Realized Earnings | -10,495 | -14,931 | 6,424 | 2,737 | 0 | ***% | | | 0 | 0% |
| 46150 Miscellaneous Income | 6 | 149 | 482 | 155 | 0 | ***% | | | 0 | 0% |
| 46151 Refund/Adjustments | 21 | 130 | 5,302 | 408 | 0 | ***% | | | 0 | 0% |
| 46155 Will Serve Processing | 200 | 400 | | 300 | 0 | ***% | | | 0 | 0% |
| 46175 Sale of Surplus Property | | 5,727 | | | 0 | 0% | | | 0 | 0% |
| Group: | -6,106 | 3,962 | 37,184 | 27,720 | 0 | ***% | 0 | 0 | 0 | 0% |
| Fund: | 114,888 | 153,479 | 195,615 | 139,499 | 163,287 | 85% | 170,438 | 0 | 170,438 | 104% |

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SAN MIGUEL CSD
Revenue Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

Page: 3 of 5
Report ID: B250

40 WASTEWATER DEPARTMENT

| Account | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------------------------------|-----------|-----------|-----------|-----------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
| | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Rec. 24-25 | Budget 25-26 | Change 25-26 | Budget 25-26 | Budget 25-26 |
| 40000 | | | | | | | | | | |
| 40370 Johnson Restitution - | 8,069 | | | | 0 | 0% | | | 0 | 0% |
| 40510 Sponsored Training Fees | | | 248 | | 0 | 0% | | | 0 | 0% |
| 40850 Wastewater Hook-up Fees | 13,033 | 29,445 | 203,360 | 12,512 | 0 | ***% | | | 0 | 0% |
| 40900 Wastewater Sales | 1,137,245 | 1,193,899 | 1,206,455 | 906,339 | 1,099,618 | 82% | 1,266,778 | | 1,266,778 | 115% |
| 40901 Riverzone Surcharge | 9,089 | 18,576 | 18,542 | 13,794 | 18,388 | 75% | 18,388 | | 18,388 | 100% |
| 40910 Wastewater Late Charges | 10,480 | 19,526 | 21,011 | 16,734 | 0 | ***% | | | 0 | 0% |
| Group: | 1,177,916 | 1,261,446 | 1,449,616 | 949,379 | 1,118,006 | 85% | 1,285,166 | 0 | 1,285,166 | 115% |
| 43000 Property Taxes Collected | | | | | | | | | | |
| 43000 Property Taxes Collected | 177,785 | 75,721 | 81,068 | 61,516 | 82,374 | 75% | 86,090 | | 86,090 | 105% |
| Group: | 177,785 | 75,721 | 81,068 | 61,516 | 82,374 | 75% | 86,090 | 0 | 86,090 | 105% |
| 46000 Interest Revenue | | | | | | | | | | |
| 46000 Interest Revenue | 713 | 13,244 | 26,798 | 80,662 | 0 | ***% | | | 0 | 0% |
| 46003 CWSRF Grants | | | 1,671 | 902,986 | 924,553 | 98% | 400,000 | | 400,000 | 43% |
| 46008 DWR Grants | 46,989 | 34,750 | | | 0 | 0% | | | 0 | 0% |
| 46009 Grants - Other | 210 | 198 | 140,513 | 83,752 | 55,000 | 152% | | | 0 | 0% |
| 46010 Transfer In | | -62,427 | | | 0 | 0% | | | 0 | 0% |
| 46014 Wastewater Transfers from | | | | | 0 | 0% | 600,000 | | 600,000 | *****% |
| 46100 Realized Earnings | | -5,867 | 14,971 | 17,684 | 0 | ***% | | | 0 | 0% |
| 46150 Miscellaneous Income | 14,229 | 26,668 | 35,094 | 12,399 | 0 | ***% | | | 0 | 0% |
| 46151 Refund/Adjustments | 346 | 2,133 | 7,203 | 3,691 | 0 | ***% | | | 0 | 0% |
| 46155 Will Serve Processing | 1,200 | 3,300 | 3,350 | 2,800 | 0 | ***% | | | 0 | 0% |
| 46175 Sale of Surplus Property | | 53,985 | | | 0 | 0% | | | 0 | 0% |
| 46200 Wastewater Receiving | | | 86,093 | 167,872 | 60,000 | 280% | 145,000 | | 145,000 | 242% |
| Group: | 63,687 | 65,984 | 315,693 | 1,271,846 | 1,039,553 | 122% | 1,145,000 | 0 | 1,145,000 | 110% |
| Fund: | 1,419,388 | 1,403,151 | 1,846,377 | 2,282,741 | 2,239,933 | 102% | 2,516,256 | 0 | 2,516,256 | 112% |

SAN MIGUEL CSD
Revenue Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

50 WATER DEPARTMENT

| Account | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|--------------------------------|-----------|-----------|-----------|---------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
| | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Rec. 24-25 | Budget 25-26 | Change 25-26 | Budget 25-26 | Budget 25-26 |
| 40000 | | | | | | | | | | |
| 40370 Johnson Restitution - | 7,886 | | | | 0 | 0% | | | 0 | 0% |
| 40510 Sponsored Training Fees | | | 248 | | 0 | 0% | | | 0 | 0% |
| Group: | 7,886 | | 248 | | 0 | 0% | 0 | 0 | 0 | 0% |
| 41000 Water Sales | | | | | | | | | | |
| 41000 Water Sales | 963,936 | 983,811 | 966,198 | 797,022 | 984,276 | 81% | 1,033,489 | | 1,033,489 | 105% |
| 41001 Water Connection Fees | 13,255 | 29,944 | 212,341 | 5,260 | 0 | ***% | | | 0 | 0% |
| 41003 Water Surcharge | 91 | 535 | 528 | 381 | 400 | 95% | 400 | | 400 | 100% |
| 41005 Water Late Charges | 9,661 | 16,270 | 16,955 | 15,251 | 0 | ***% | | | 0 | 0% |
| 41010 Water Meter Fees | 450 | 450 | 6,300 | 1,449 | 0 | ***% | | | 0 | 0% |
| Group: | 987,393 | 1,031,010 | 1,202,322 | 819,363 | 984,676 | 83% | 1,033,889 | 0 | 1,033,889 | 105% |
| 43000 Property Taxes Collected | | | | | | | | | | |
| 43000 Property Taxes Collected | 48,980 | 48,980 | 35,000 | | 0 | 0% | | | 0 | 0% |
| Group: | 48,980 | 48,980 | 35,000 | | 0 | 0% | 0 | 0 | 0 | 0% |
| 46000 Interest Revenue | | | | | | | | | | |
| 46000 Interest Revenue | 639 | 4,386 | 9,845 | 17,262 | 0 | ***% | | | 0 | 0% |
| 46006 IRWM Grants | | | | | 300,000 | 0% | | | 0 | 0% |
| 46007 State/Federal Grants | 4,290 | | | | 0 | 0% | | | 0 | 0% |
| 46009 Grants - Other | 228 | 195 | | 47,000 | 47,000 | 100% | | | 0 | 0% |
| 46010 Transfer In | | 26,913 | | | 117,000 | 0% | | | 0 | 0% |
| 46015 Water Transfers from Cap | | | | | 29,812 | 0% | 65,000 | | 65,000 | 218% |
| 46100 Realized Earnings | | -1,467 | 2,066 | -123 | 0 | ***% | | | 0 | 0% |
| 46150 Miscellaneous Income | 2,819 | 4,551 | 1,963 | 8,320 | 0 | ***% | | | 0 | 0% |
| 46151 Refund/Adjustments | 340 | 4,756 | 1,471 | 3,998 | 0 | ***% | | | 0 | 0% |
| 46152 Recycling | | | 201 | 1,817 | 0 | ***% | | | 0 | 0% |
| 46155 Will Serve Processing | 500 | 5,250 | 3,450 | 2,850 | 0 | ***% | | | 0 | 0% |
| 46175 Sale of Surplus Property | | 51,756 | 16 | | 0 | 0% | | | 0 | 0% |
| 46176 GAIN/LOSS ON DISPOSAL OF | -32,495 | | | | 0 | 0% | | | 0 | 0% |
| Group: | -23,679 | 96,340 | 19,012 | 81,124 | 493,812 | 16% | 65,000 | 0 | 65,000 | 13% |
| Fund: | 1,020,580 | 1,176,330 | 1,256,582 | 900,487 | 1,478,488 | 61% | 1,098,889 | 0 | 1,098,889 | 74% |

SAN MIGUEL CSD
Revenue Budget Report -- MultiYear Actuals

For the Year: 2025 - 2026

60 SOLID WASTE DEPARTMENT

| Account | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|--------------------------------|-----------|-----------|-----------|-----------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
| | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Rec. 24-25 | Budget 25-26 | Change 25-26 | Budget 25-26 | Budget 25-26 |
| 40000 | | | | | | | | | | |
| 40370 Johnson Restitution - | 729 | | | | | 0 0% | | | 0 | 0% |
| 40510 Sponsored Training Fees | | | 23 | | | 0 0% | | | 0 | 0% |
| Group: | 729 | | 23 | | | 0 0% | 0 | 0 | 0 | 0% |
| 46000 Interest Revenue | | | | | | | | | | |
| 46000 Interest Revenue | 51 | 155 | 163 | 3,401 | | 0 ***% | | | 0 | 0% |
| 46005 Franchise Fees | 38,464 | 48,080 | 51,727 | 42,170 | 43,936 | 96% | 43,936 | | 43,936 | 100% |
| 46009 Grants - Other | 12 | 10,011 | | | | 0 0% | | | 0 | 0% |
| 46010 Transfer In | | | | | 16,473 | 0% | | | 0 | 0% |
| 46150 Miscellaneous Income | 296 | 9,295 | 266 | 840 | | 0 ***% | | | 0 | 0% |
| 46151 Refund/Adjustments | 17 | 107 | 53 | 408 | | 0 ***% | | | 0 | 0% |
| 46155 Will Serve Processing | 50 | 100 | | 50 | | 0 ***% | | | 0 | 0% |
| 46175 Sale of Surplus Property | | 1,902 | | | | 0 0% | | | 0 | 0% |
| Group: | 38,890 | 69,650 | 52,209 | 46,869 | 60,409 | 78% | 43,936 | 0 | 43,936 | 73% |
| Fund: | 39,619 | 69,650 | 52,232 | 46,869 | 60,409 | 78% | 43,936 | 0 | 43,936 | 73% |
| Grand Total: | 3,467,866 | 3,398,549 | 3,938,531 | 3,875,635 | 4,714,719 | | 4,572,150 | 0 | 4,572,150 | |

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SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

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20 FIRE PROTECTION DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|---------|---------|---------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 62000 | Fire | | | | | | | | | | |
| 105 | Salaries and Wages | 161,041 | 151,210 | 139,918 | 109,817 | 137,022 | 80% | 139,000 | | 139,000 | 101% |
| 111 | BOD Stipend | 2,002 | 1,270 | 1,656 | 1,224 | 2,100 | 58% | 1,000 | | 1,000 | 48% |
| 115 | Payroll Expenses | 2,827 | | 3 | 15 | 0 | *** | | | 0 | 0% |
| 116 | OES Payroll Expense | 431 | | | | 0 | 0% | | | 0 | 0% |
| 117 | OES Duty Coverage | 4,616 | | | | 0 | 0% | | | 0 | 0% |
| 118 | OES Payroll Tax SUI | 1,335 | | | | 0 | 0% | | | 0 | 0% |
| 120 | Workers' Compensation | 8,735 | 30,753 | 29,429 | 46,012 | 34,000 | 135% | 44,000 | | 44,000 | 129% |
| 121 | Physicals | 885 | | 16 | | 1,000 | 0% | 1,000 | | 1,000 | 100% |
| 125 | Volunteer Firefighter Sti | 49,391 | 88,687 | 87,687 | 98,123 | 116,800 | 84% | 117,000 | | 117,000 | 100% |
| 126 | OES Strike Team Payroll | 89,874 | | 20,747 | 13,373 | 0 | *** | | | 0 | 0% |
| 135 | Payroll Tax - FICA/SS | 3,458 | 5,426 | 6,083 | 6,644 | 2,300 | 289% | 7,500 | | 7,500 | 326% |
| 140 | Payroll Tax - Medicare | 2,762 | 3,591 | 3,583 | 3,227 | 2,008 | 161% | 4,000 | | 4,000 | 199% |
| 155 | Payroll Tax - SUI | 2,449 | 2,408 | 2,544 | 1,854 | 512 | 362% | 2,000 | | 2,000 | 391% |
| 160 | Payroll Tax - ETT | 16 | 46 | 48 | 45 | 138 | 33% | 300 | | 300 | 217% |
| 205 | Insurance - Health | 7,187 | 12,395 | 12,925 | 10,880 | 6,620 | 164% | 15,000 | | 15,000 | 227% |
| 210 | Insurance - Dental | 774 | 714 | 691 | 552 | 342 | 161% | 800 | | 800 | 234% |
| 215 | Insurance - Vision | 122 | 115 | 112 | 89 | 56 | 159% | 200 | | 200 | 357% |
| 225 | Retirement - PERS Expense | 10,323 | 16,751 | 16,789 | 13,539 | 16,845 | 80% | 18,000 | | 18,000 | 107% |
| 230 | 457 ER Contribution Benef | | | | 3,228 | 0 | *** | 4,000 | | 4,000 | **** |
| 305 | Operations & Maintenance | 1,811 | 4,406 | 2,015 | 2,876 | 5,000 | 58% | 5,000 | | 5,000 | 100% |
| 307 | OES Strike Team Expenses | | | 998 | 42 | 0 | *** | | | 0 | 0% |
| 310 | Phone & Fax Expense | 2,921 | 1,143 | 1,093 | 888 | 1,190 | 75% | 1,200 | | 1,200 | 101% |
| 315 | Postage, Shipping & Freig | 218 | 593 | 255 | 139 | 317 | 44% | 500 | | 500 | 158% |
| 319 | Legal: P.R.A.s - Professi | 687 | 407 | | 19 | 500 | 4% | 500 | | 500 | 100% |
| 320 | Printing & Reproduction | 142 | 364 | 159 | 92 | 1,000 | 9% | 500 | | 500 | 50% |
| 321 | IT Services - Professiona | 4,074 | 9,977 | 10,826 | 9,203 | 7,800 | 118% | 10,000 | | 10,000 | 128% |
| 323 | Auditor - Professional Sv | 2,341 | 2,465 | 3,416 | 3,536 | 4,286 | 83% | 5,000 | | 5,000 | 117% |
| 325 | Accounting - Professional | 2,038 | 1,236 | 2,924 | 3,727 | 2,000 | 186% | 4,000 | | 4,000 | 200% |
| 326 | Engineering - Professiona | 1,235 | 1,158 | 1,840 | | 3,000 | 0% | 3,000 | | 3,000 | 100% |
| 327 | Legal: General - Professi | 16,636 | 15,304 | 13,299 | 4,402 | 9,000 | 49% | 5,000 | 3,000 | 8,000 | 89% |
| 328 | Insurance - Prop & Liabil | 13,747 | 16,555 | 20,175 | 23,751 | 24,000 | 99% | 25,000 | | 25,000 | 104% |
| 333 | Legal: HR - Professional | 12,003 | 9,648 | 8,108 | 331 | 5,000 | 7% | 2,500 | | 2,500 | 50% |
| 334 | Maintenance Agreements | 2,517 | 2,342 | 2,654 | 1,530 | 3,000 | 51% | 2,000 | | 2,000 | 67% |
| 335 | Meals | 37 | 325 | 661 | | 500 | 0% | 500 | | 500 | 100% |
| 340 | Meetings and Conferences | 482 | 3 | | | 500 | 0% | 500 | 3,000 | 3,500 | 700% |
| 341 | Space Rental | | | 1,033 | 645 | 840 | 77% | 1,000 | | 1,000 | 119% |
| 345 | Mileage Expense Reimburse | 86 | | | | 500 | 0% | 500 | | 500 | 100% |
| 346 | OES Equipt Repairs & Main | | | 42 | | 0 | 0% | | | 0 | 0% |
| 347 | OES Vehicle Repair & Main | | | | 34 | 0 | *** | | | 0 | 0% |
| 348 | Safety Equipment and Supp | 226 | 365 | 4,741 | 897 | 2,500 | 36% | 2,500 | | 2,500 | 100% |
| 350 | Repairs & Maint - Compute | 236 | | | | 2,000 | 0% | 2,000 | | 2,000 | 100% |
| 351 | Repairs & Maint - Equip | 12,870 | 13,520 | 9,282 | 1,882 | 5,000 | 38% | 5,000 | | 5,000 | 100% |
| 352 | Repairs & Maint - Structu | 8,921 | 42,796 | 1,361 | 4,566 | 4,000 | 114% | 5,000 | | 5,000 | 125% |
| 354 | Repairs & Maint - Vehicle | 8,793 | 5,010 | 7,437 | 680 | 4,000 | 17% | 5,000 | | 5,000 | 125% |
| 355 | Testing & Supplies (WWTP) | 70 | | | 45 | 0 | *** | | | 0 | 0% |
| 359 | Testing & Supplies - Othe | | 396 | 386 | | 1,000 | 0% | 500 | | 500 | 50% |
| 360 | Testing & Supplies - FIRE | | | | 760 | 0 | *** | | | 0 | 0% |

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SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

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20 FIRE PROTECTION DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|----------------------------|---------------------------|---------|---------|---------|---------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 370 | Dispatch Services (Fire) | 10,874 | 15,375 | 14,936 | 15,732 | 16,000 | 98% | 17,500 | | 17,500 | 109% |
| 375 | Internet Expenses | 612 | 640 | 2,449 | 1,887 | 2,500 | 75% | 2,000 | | 2,000 | 80% |
| 376 | Web Page - Upgrade/Maint | 492 | 768 | 717 | 907 | 1,000 | 91% | 1,000 | | 1,000 | 100% |
| 380 | Utilities - Alarm Service | | 105 | 420 | 350 | 1,000 | 35% | 500 | | 500 | 50% |
| 381 | Utilities - Electric | 3,419 | 3,924 | 352 | 1,246 | 6,500 | 19% | 2,500 | | 2,500 | 38% |
| 382 | Utilities - Propane | 300 | 964 | 1,533 | 1,722 | 2,500 | 69% | 2,500 | | 2,500 | 100% |
| 384 | Utilities - Water/Sewer | 4 | 753 | 1,820 | 1,531 | 2,000 | 77% | 2,000 | | 2,000 | 100% |
| 385 | Dues and Subscriptions | 9,868 | 14,050 | 6,712 | 5,583 | 6,500 | 86% | 7,000 | 1,500 | 8,500 | 131% |
| 386 | Education and Training | 9,239 | 4,450 | 7,513 | 3,098 | 7,000 | 44% | 5,000 | 2,000 | 7,000 | 100% |
| 393 | Advertising and Public No | 132 | 338 | 35 | 55 | 1,000 | 6% | 1,000 | 3,000 | 4,000 | 400% |
| 394 | LAFCO Allocations | 1,211 | 1,483 | 1,933 | 1,752 | 1,932 | 91% | 1,800 | 6,000 | 7,800 | 404% |
| 395 | Community Outreach | 289 | 59 | 212 | 310 | 1,000 | 31% | 1,000 | 5,000 | 6,000 | 600% |
| 405 | Software | 2,127 | | | | 3,000 | 0% | 2,000 | | 2,000 | 67% |
| 410 | Office Supplies | 757 | 2,026 | 894 | 530 | 2,000 | 27% | 2,000 | | 2,000 | 100% |
| 445 | CPR/FIRST AID TRAINING MA | | | | | 500 | 0% | 500 | | 500 | 100% |
| 450 | EMS Supplies | 1,888 | 2,194 | 3,885 | 1,869 | 3,000 | 62% | 3,000 | | 3,000 | 100% |
| 455 | Fire Safety Gear & Equipm | 920 | | | | 5,000 | 0% | 5,000 | | 5,000 | 100% |
| 456 | Fire Grants | 1,741 | 19,165 | 28,003 | 55,578 | 68,905 | 81% | 53,000 | | 53,000 | 77% |
| 457 | CFF Grant - California Fi | 7,332 | | | 19,509 | 0 | *** | 20,000 | | 20,000 | ***** |
| 458 | Grants- Professional Serv | | | 7,244 | 3,806 | 4,000 | 95% | 5,000 | 2,000 | 7,000 | 175% |
| 465 | Cell phones, Radios and P | 1,357 | 2,424 | 1,436 | 891 | 2,000 | 45% | 1,000 | | 1,000 | 50% |
| 470 | Communication Equipment | 13,640 | 3,952 | 1,374 | 2,088 | 1,500 | 139% | 2,000 | | 2,000 | 133% |
| 475 | Computer Supplies & Upgra | 1,365 | 5,047 | 4,302 | 1,836 | 6,620 | 28% | 4,000 | | 4,000 | 60% |
| 485 | Fuel Expense | 10,953 | 7,935 | 6,237 | 5,118 | 8,000 | 64% | 6,500 | | 6,500 | 81% |
| 490 | Small Tools & Equipment | 1,104 | | 707 | 510 | 2,000 | 26% | 2,000 | | 2,000 | 100% |
| 495 | Uniform Expense | 4,257 | 895 | 1,638 | 3,059 | 5,000 | 61% | 4,000 | | 4,000 | 80% |
| 500 | Capital Outlay | -53,000 | 18,542 | | | 0 | 0% | | | 0 | 0% |
| 502 | Capital Outlay- Fire | | | 10,911 | | 0 | 0% | 14,127 | | 14,127 | ***** |
| INTERFUND LOAN \$10,149.61 | | | | | | | | | | | |
| THU BOND \$3,216.00 | | | | | | | | | | | |
| 503 | Weed Abatement Costs | 5,928 | 366 | 6,225 | 8,885 | 5,500 | 162% | 6,000 | | 6,000 | 109% |
| 505 | Fire Training Grounds | 1,402 | | | | 0 | 0% | | | 0 | 0% |
| 510 | Fire Station Renovation | 130 | | 2,226 | | 5,500 | 0% | 4,000 | | 4,000 | 73% |
| 511 | Fire- Temp Housing Unit | 11,698 | 17,954 | | 66,655 | 80,000 | 83% | | | 0 | 0% |
| 512 | Fire- Escrow Temp Housing | | 1,175 | 25,818 | 15,124 | 0 | *** | | | 0 | 0% |
| 710 | County Hazmat Dues | 2,000 | 2,000 | 2,000 | 2,146 | 2,500 | 86% | 3,000 | | 3,000 | 120% |
| 820 | Fireworks Clean Up | | | 500 | 500 | 500 | 100% | 500 | | 500 | 100% |
| 900 | District Strategic Plan | 6,791 | 324 | | | 0 | 0% | | | 0 | 0% |
| 925 | Bank Fees | | | 1 | | 0 | 0% | | | 0 | 0% |
| 940 | Bank Service Charges | 7 | | | 49 | 0 | *** | | | 0 | 0% |
| 949 | Lease agreements | | 4,385 | 5,760 | 5,760 | 5,800 | 99% | 8,000 | | 8,000 | 138% |
| 960 | Property Tax Expense | 211 | 299 | 154 | | 200 | 0% | 200 | | 200 | 100% |
| 981 | Debt Svcs Equipt - Princi | 34,208 | 36,088 | 36,397 | 36,397 | 37,675 | 97% | 38,000 | | 38,000 | 101% |
| 982 | Debt Svcs Equipt - Intere | 12,875 | 11,838 | 10,686 | 10,686 | 9,517 | 112% | 10,000 | | 10,000 | 105% |
| 983 | Debt Svcs Structure- Prin | | 23,013 | 23,899 | 23,899 | 23,013 | 104% | 24,000 | | 24,000 | 104% |
| 984 | Debt Svcs Structure - Int | | 10,564 | 9,678 | 9,678 | 10,564 | 92% | 11,000 | | 11,000 | 104% |
| 990 | Retirement/Health Ins Lia | | | | 3,250 | 3,300 | 98% | 3,500 | | 3,500 | 106% |
| | Account: | 546,450 | 654,474 | 643,543 | 680,663 | 751,202 | 91% | 716,627 | 25,500 | 742,127 | 99% |
| Fund: | | | | | | | | | | | |
| | | 546,450 | 654,474 | 643,543 | 680,663 | 751,202 | 91% | 716,627 | 25,500 | 742,127 | 99% |

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SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

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30 STREET LIGHTING DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|--------|--------|--------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 63000 | Lighting | | | | | | | | | | |
| 101 | EE Timekeeping Costs | | | 200 | | 0 | 0% | | | 0 | 0% |
| 105 | Salaries and Wages | 13,897 | 12,657 | 14,583 | 12,421 | 20,957 | 59% | 21,470 | | 21,470 | 102% |
| 111 | BOD Stipend | 182 | 118 | 192 | 145 | 350 | 41% | 144 | | 144 | 41% |
| 115 | Payroll Expenses | 87 | | | 1 | 0 | *** | | | 0 | 0% |
| 120 | Workers' Compensation | 350 | 18 | -15 | -183 | 0 | *** | 50 | | 50 | ***** |
| 121 | Physicals | 2 | | 6 | | 50 | 0% | 50 | | 50 | 100% |
| 135 | Payroll Tax - FICA/SS | 47 | 20 | 12 | 9 | 57 | 16% | 55 | | 55 | 96% |
| 140 | Payroll Tax - Medicare | 191 | 190 | 211 | 182 | 306 | 59% | 308 | | 308 | 101% |
| 155 | Payroll Tax - SUI | 82 | 55 | 65 | 55 | 86 | 64% | 73 | | 73 | 85% |
| 160 | Payroll Tax - ETT | | 1 | 1 | 1 | 16 | 6% | 23 | | 23 | 144% |
| 205 | Insurance - Health | 1,578 | 2,326 | 1,907 | 1,622 | 1,783 | 91% | 3,260 | | 3,260 | 183% |
| 210 | Insurance - Dental | 122 | 66 | -64 | 186 | 314 | 59% | 137 | | 137 | 44% |
| 215 | Insurance - Vision | 16 | 11 | -11 | 30 | 52 | 58% | 21 | | 21 | 40% |
| 225 | Retirement - PERS Expense | 2,450 | 1,487 | 1,665 | 1,358 | 1,907 | 71% | 2,311 | | 2,311 | 121% |
| 230 | 457 ER Contribution Benef | | | | 199 | 0 | *** | 400 | | 400 | ***** |
| 305 | Operations & Maintenance | 462 | 597 | 32 | 180 | 1,500 | 12% | 1,500 | | 1,500 | 100% |
| 310 | Phone & Fax Expense | 186 | 105 | 111 | 89 | 200 | 45% | 500 | | 500 | 250% |
| 315 | Postage, Shipping & Freig | 20 | 12 | 25 | 8 | 100 | 8% | 100 | | 100 | 100% |
| 319 | Legal: P.R.A.s - Professi | 65 | 42 | | 3 | 150 | 2% | 150 | | 150 | 100% |
| 320 | Printing & Reproduction | 16 | 2 | | 9 | 150 | 6% | 150 | | 150 | 100% |
| 321 | IT Services - Professiona | 346 | 1,286 | 1,136 | 1,079 | 1,300 | 83% | 1,365 | | 1,365 | 105% |
| 323 | Auditor - Professional Sv | 228 | 250 | 342 | 354 | 725 | 49% | 800 | | 800 | 110% |
| 325 | Accounting - Professional | 197 | 126 | 289 | 373 | 750 | 50% | 800 | | 800 | 107% |
| 326 | Engineering - Professiona | | 170 | | | 5,000 | 0% | 5,000 | | 5,000 | 100% |
| 327 | Legal: General - Professi | 1,463 | 2,250 | 1,935 | 346 | 3,000 | 12% | 3,000 | | 3,000 | 100% |
| 328 | Insurance - Prop & Liabil | 925 | 3,313 | 2,014 | 2,375 | 2,380 | 100% | 2,500 | | 2,500 | 105% |
| 329 | New Hire Screening | | | | | 100 | 0% | 100 | | 100 | 100% |
| 330 | Contract Labor | | | | | 2,500 | 0% | 2,500 | | 2,500 | 100% |
| 331 | Legal: SMEA - Professiona | | | | | 1,000 | 0% | 1,000 | | 1,000 | 100% |
| 333 | Legal: HR - Professional | 719 | 516 | 1,032 | 32 | 1,500 | 2% | 1,500 | | 1,500 | 100% |
| 334 | Maintenance Agreements | 227 | 239 | 251 | 1,429 | 1,600 | 89% | 1,760 | | 1,760 | 110% |
| 335 | Meals | | | | | 150 | 0% | 150 | | 150 | 100% |
| 340 | Meetings and Conferences | 49 | | | | 350 | 0% | 350 | | 350 | 100% |
| 341 | Space Rental | | | 103 | 65 | 150 | 43% | 150 | | 150 | 100% |
| 345 | Mileage Expense Reimburse | 11 | | | | 150 | 0% | 150 | | 150 | 100% |
| 348 | Safety Equipment and Supp | | | | | 1,000 | 0% | 1,000 | | 1,000 | 100% |
| 350 | Repairs & Maint - Compute | 5 | | | | 150 | 0% | 150 | | 150 | 100% |
| 351 | Repairs & Maint - Equip | 97 | 133 | 805 | | 5,000 | 0% | 5,000 | | 5,000 | 100% |
| 352 | Repairs & Maint - Structu | 1 | | | | 500 | 0% | 500 | | 500 | 100% |
| 353 | Repairs & Maint - Infrast | 4,913 | 8,604 | 536 | 425 | 18,000 | 2% | 18,000 | | 18,000 | 100% |
| 354 | Repairs & Maint - Vehicle | | 26 | | 8 | 500 | 2% | 500 | | 500 | 100% |
| 375 | Internet Expenses | | 42 | 127 | 194 | 350 | 55% | 700 | | 700 | 200% |
| 376 | Web Page - Upgrade/Maint | 48 | 48 | 75 | 91 | 150 | 61% | 150 | | 150 | 100% |
| 381 | Utilities - Electric | 14,592 | 14,708 | 16,500 | 12,836 | 20,000 | 64% | 20,000 | | 20,000 | 100% |
| 382 | Utilities - Propane | 29 | 46 | | | 0 | 0% | | | 0 | 0% |
| 383 | Utilities - Trash | | | | | 50 | 0% | | | 0 | 0% |
| 384 | Utilities - Water/Sewer | 8,764 | 10,868 | 8,163 | 2,840 | 10,000 | 28% | 7,500 | | 7,500 | 75% |

SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

30 STREET LIGHTING DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|--------|--------|--------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 385 | Dues and Subscriptions | 224 | 312 | 334 | 259 | 750 | 35% | 800 | | 800 | 107% |
| 386 | Education and Training | 220 | 141 | 57 | 43 | 2,000 | 2% | 2,000 | | 2,000 | 100% |
| 393 | Advertising and Public No | 13 | 2 | 3 | 5 | 500 | 1% | 500 | | 500 | 100% |
| 394 | LAFCO Allocations | 1,211 | 1,492 | 1,933 | 1,752 | 1,820 | 96% | 2,000 | | 2,000 | 110% |
| 395 | Community Outreach | 13 | 3 | | | 150 | 0% | 150 | | 150 | 100% |
| 410 | Office Supplies | 58 | 39 | 15 | 106 | 500 | 21% | 500 | | 500 | 100% |
| 432 | Utility Rate Design Study | | | | | 30,000 | 0% | | | 0 | 0% |
| 465 | Cell phones, Radios and P | 82 | 124 | 195 | 199 | 270 | 74% | 250 | | 250 | 93% |
| 475 | Computer Supplies & Upgra | 268 | 576 | | | 162 | 0% | | | 0 | 0% |
| 485 | Fuel Expense | 3 | | | | 200 | 0% | 200 | | 200 | 100% |
| 490 | Small Tools & Equipment | 1,551 | | | | 5,000 | 0% | 5,000 | | 5,000 | 100% |
| 495 | Uniform Expense | 101 | 129 | 4 | | 100 | 0% | 100 | | 100 | 100% |
| 500 | Capital Outlay | | 11,017 | | | 20,000 | 0% | 50,000 | | 50,000 | 250% |
| 715 | Licenses, Permits and Fee | | | | | 100 | 0% | 200 | | 200 | 200% |
| 900 | District Strategic Plan | 663 | 34 | | | 0 | 0% | | | 0 | 0% |
| 925 | Bank Fees | | 4 | -1 | | 10 | 0% | 25 | | 25 | 250% |
| 940 | Bank Service Charges | 1 | | | 51 | 50 | 102% | 50 | | 50 | 100% |
| 949 | Lease agreements | | 485 | 1,320 | 990 | 1,400 | 71% | 2,500 | | 2,500 | 179% |
| 989 | Interfund Loan Out | | | | | 80,000 | 0% | | | 0 | 0% |
| 990 | Retirement/Health Ins Lia | | | | 325 | 700 | 46% | 700 | | 700 | 100% |
| | Account: | 56,775 | 74,690 | 56,088 | 42,492 | 248,045 | 17% | 170,302 | 0 | 170,302 | 69% |
| 70000 | Transfers | | | | | | | | | | |
| 352 | Repairs & Maint - Structu | | 2,325 | -98 | | 0 | 0% | | | 0 | 0% |
| | Account: | | 2,325 | -98 | | 0 | ***% | 0 | 0 | 0 | 0% |
| | Fund: | 56,775 | 77,015 | 55,990 | 42,492 | 248,045 | 17% | 170,302 | 0 | 170,302 | 69% |

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SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

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40 WASTEWATER DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|---------|---------|---------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 63000 | Lighting | | | | | | | | | | |
| 205 | Insurance - Health | | 908 | | | 0 | 0% | | | 0 | 0% |
| | Account: | | 908 | | | 0 | *** | 0 | 0 | 0 | 0% |
| 64000 | Sanitary | | | | | | | | | | |
| 101 | EE Timekeeping Costs | | | 1,799 | | 0 | 0% | | | 0 | 0% |
| 105 | Salaries and Wages | 202,212 | 197,183 | 165,159 | 170,220 | 200,941 | 85% | 335,000 | | 335,000 | 167% |
| 109 | Stand-by Hours | 3,015 | | | | 0 | 0% | | | 0 | 0% |
| 110 | Payroll Tax Expense | | | 219 | | 0 | 0% | | | 0 | 0% |
| 111 | BOD Stipend | 3,276 | 2,052 | 2,484 | 1,836 | 2,100 | 87% | 1,632 | | 1,632 | 78% |
| 115 | Payroll Expenses | 1,655 | | 16 | | 0 | *** | | | 0 | 0% |
| 120 | Workers' Compensation | 8,078 | 9,452 | 8,648 | 10,792 | 10,792 | 100% | 15,000 | | 15,000 | 139% |
| 121 | Physicals | 88 | 75 | 115 | | 150 | 0% | 150 | | 150 | 100% |
| 135 | Payroll Tax - FICA/SS | 847 | 447 | 149 | 114 | 1,281 | 9% | 1,151 | | 1,151 | 90% |
| 140 | Payroll Tax - Medicare | 2,926 | 2,878 | 2,400 | 2,495 | 3,525 | 71% | 4,898 | | 4,898 | 139% |
| 150 | Payroll Tax - SDI | | | 116 | | 235 | 49% | 235 | | 235 | 100% |
| 155 | Payroll Tax - SUI | 1,425 | 1,225 | 1,091 | 909 | 1,209 | 75% | 1,354 | | 1,354 | 112% |
| 160 | Payroll Tax - ETT | 3 | 26 | 24 | 24 | 140 | 17% | 335 | | 335 | 239% |
| 205 | Insurance - Health | 24,624 | 26,591 | 22,382 | 24,357 | 45,000 | 54% | 65,111 | | 65,111 | 145% |
| 206 | Insurance - CalPers Healt | 19,984 | 21,552 | | | 0 | 0% | | | 0 | 0% |
| 210 | Insurance - Dental | 2,221 | 1,166 | 1,051 | 1,172 | 1,273 | 92% | 2,843 | | 2,843 | 223% |
| 215 | Insurance - Vision | 271 | 199 | 171 | 189 | 314 | 60% | 365 | | 365 | 116% |
| 225 | Retirement - PERS Expense | 25,553 | 15,746 | 17,698 | 16,750 | 18,000 | 93% | 31,762 | | 31,762 | 176% |
| 230 | 457 ER Contribution Benef | | | 2,090 | | 0 | *** | 2,090 | | 2,090 | ***** |
| 305 | Operations & Maintenance | 4,910 | 10,253 | 8,791 | 5,480 | 10,000 | 55% | 10,000 | | 10,000 | 100% |
| 310 | Phone & Fax Expense | 3,184 | 2,153 | 1,339 | 947 | 1,200 | 79% | 1,200 | | 1,200 | 100% |
| 315 | Postage, Shipping & Freig | 598 | 194 | 304 | 316 | 400 | 79% | 400 | | 400 | 100% |
| 319 | Legal: P.R.A.s - Professi | 1,222 | 610 | | 54 | 1,000 | 5% | 1,000 | | 1,000 | 100% |
| 320 | Printing & Reproduction | 144 | 86 | | 98 | 500 | 20% | 500 | | 500 | 100% |
| 321 | IT Services - Professiona | 6,870 | 12,746 | 13,970 | 12,338 | 14,000 | 88% | 14,700 | | 14,700 | 105% |
| 323 | Auditor - Professional Sv | 4,340 | 4,060 | 3,643 | 3,771 | 4,286 | 88% | 5,000 | | 5,000 | 117% |
| 325 | Accounting - Professional | 3,725 | 1,858 | 3,154 | 3,917 | 5,000 | 78% | 5,000 | | 5,000 | 100% |
| 326 | Engineering - Professiona | 3,841 | 19,813 | 17,471 | 12,084 | 10,000 | 121% | 20,000 | | 20,000 | 200% |
| 327 | Legal: General - Professi | 31,425 | 26,646 | 18,574 | 16,096 | 30,000 | 54% | 20,000 | | 20,000 | 67% |
| 328 | Insurance - Prop & Liabil | 12,842 | 17,980 | 17,609 | 25,334 | 25,350 | 100% | 27,000 | | 27,000 | 107% |
| 329 | New Hire Screening | 23 | 45 | | | 100 | 0% | 100 | | 100 | 100% |
| 330 | Contract Labor | | | 21,970 | 750 | 5,000 | 15% | 5,000 | | 5,000 | 100% |
| 331 | Legal: SMEA - Professiona | | 5,225 | 1,676 | 683 | 3,500 | 20% | 3,500 | | 3,500 | 100% |
| 333 | Legal: HR - Professional | 12,865 | 6,561 | 13,540 | 517 | 5,000 | 10% | 5,000 | | 5,000 | 100% |
| 334 | Maintenance Agreements | 4,971 | 5,709 | 4,480 | 5,792 | 6,500 | 89% | 7,500 | | 7,500 | 115% |
| 335 | Meals | | | | | 100 | 0% | 150 | | 150 | 150% |
| 340 | Meetings and Conferences | 932 | | | | 500 | 0% | 500 | | 500 | 100% |
| 341 | Space Rental | | | 1,271 | 688 | 1,000 | 69% | 1,500 | | 1,500 | 150% |
| 345 | Mileage Expense Reimburse | 192 | | | | 500 | 0% | 500 | | 500 | 100% |
| 348 | Safety Equipment and Supp | 336 | 1,621 | 1,727 | 1,535 | 2,000 | 77% | 2,000 | | 2,000 | 100% |
| 349 | Repairs & Maint - Mission | 4,705 | 5,348 | 9,617 | 8,262 | 10,000 | 83% | 10,000 | | 10,000 | 100% |
| 350 | Repairs & Maint - Compute | 97 | 16 | | 102 | 1,600 | 6% | 1,600 | | 1,600 | 100% |
| 351 | Repairs & Maint - Equip | 5,946 | 5,472 | 3,844 | 5,163 | 5,000 | 103% | 5,000 | | 5,000 | 100% |

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SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

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40 WASTEWATER DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|--------|---------|---------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 352 | Repairs & Maint - Structu | 298 | 248 | 73 | 22 | 1,500 | 1% | 1,500 | | 1,500 | 100% |
| 353 | Repairs & Maint - Infrast | 20,843 | 335 | 10,650 | 2,620 | 10,000 | 26% | 10,000 | | 10,000 | 100% |
| 354 | Repairs & Maint - Vehicle | 2,330 | 4,378 | 4,707 | 2,275 | 5,000 | 46% | 5,000 | | 5,000 | 100% |
| 355 | Testing & Supplies (WWTP) | 8,558 | 17,052 | 23,818 | 20,283 | 45,000 | 45% | 45,000 | | 45,000 | 100% |
| 361 | Contract Operations | | | 840 | 44,624 | 50,000 | 89% | 65,000 | | 65,000 | 130% |
| 374 | CSD Utilities - Billing S | 3,655 | 3,916 | 4,102 | 2,734 | 4,000 | 68% | 4,250 | | 4,250 | 106% |
| 375 | Internet Expenses | 1,838 | 5,010 | 4,487 | 3,306 | 9,800 | 34% | 12,000 | | 12,000 | 122% |
| 376 | Web Page - Upgrade/Maint | 912 | 768 | 1,076 | 968 | 968 | 100% | 1,500 | | 1,500 | 155% |
| 379 | Utilities - Electric Miss | 1,453 | 1,039 | 1,094 | 875 | 1,453 | 60% | 1,500 | | 1,500 | 103% |
| 380 | Utilities - Alarm Service | 727 | 696 | 550 | 500 | 750 | 67% | 850 | | 850 | 113% |
| 381 | Utilities - Electric | 75,338 | 83,638 | 100,424 | 92,436 | 116,000 | 80% | 125,000 | | 125,000 | 108% |
| 382 | Utilities - Propane | 555 | 731 | 47 | 102 | 150 | 68% | 150 | | 150 | 100% |
| 383 | Utilities - Trash | 626 | 706 | 747 | 551 | 1,000 | 55% | 1,000 | | 1,000 | 100% |
| 384 | Utilities - Water/Sewer | 1,231 | 2,252 | 2,313 | 1,057 | 3,500 | 30% | 3,500 | | 3,500 | 100% |
| 385 | Dues and Subscriptions | 4,991 | 5,107 | 5,171 | 3,456 | 5,000 | 69% | 5,000 | | 5,000 | 100% |
| 386 | Education and Training | 679 | 1,591 | 1,166 | 1,096 | 2,500 | 44% | 2,500 | | 2,500 | 100% |
| 393 | Advertising and Public No | 613 | 295 | 992 | 484 | 750 | 65% | 1,000 | | 1,000 | 133% |
| 394 | LAFCO Allocations | 1,211 | 1,615 | 1,933 | 1,752 | 1,820 | 96% | 2,500 | | 2,500 | 137% |
| 395 | Community Outreach | 178 | 223 | 184 | 433 | 1,000 | 43% | 1,000 | | 1,000 | 100% |
| 396 | Utilities - SoCal Gas | | 174 | 229 | 153 | 500 | 31% | 500 | | 500 | 100% |
| 410 | Office Supplies | 1,415 | 3,037 | 1,161 | 1,310 | 2,000 | 66% | 2,000 | | 2,000 | 100% |
| 432 | Utility Rate Design Study | | 9,492 | 6,495 | 1,375 | 10,000 | 14% | 20,000 | | 20,000 | 200% |
| 459 | SCADA - Maintenance Fees | | | | | 1,500 | 0% | 1,500 | | 1,500 | 100% |
| 465 | Cell phones, Radios and P | 1,497 | 1,575 | 1,752 | 1,795 | 2,400 | 75% | 2,400 | | 2,400 | 100% |
| 475 | Computer Supplies & Upgra | 4,089 | 15,044 | 876 | | 2,728 | 0% | 1,000 | | 1,000 | 37% |
| 485 | Fuel Expense | 6,543 | 5,492 | 4,912 | 3,530 | 6,000 | 59% | 6,000 | | 6,000 | 100% |
| 490 | Small Tools & Equipment | 6,386 | 450 | 1,395 | 626 | 4,000 | 16% | 4,000 | | 4,000 | 100% |
| 495 | Uniform Expense | 2,713 | 2,165 | 1,339 | | 1,500 | 0% | 1,500 | | 1,500 | 100% |
| 545 | Sewer System Mgmt Plan (S | | | | | 5,000 | 0% | 15,000 | | 15,000 | 300% |
| 546 | Master Plans | | 5,842 | | | 6,000 | 0% | 65,000 | | 65,000 | 1083% |
| 560 | Sewer Line Repairs | | | 753 | | 10,000 | 0% | 50,000 | | 50,000 | 500% |
| 570 | Repairs, Maint. & Video S | | | | | 1,000 | 0% | | | 0 | 0% |
| 580 | Mission Gardens Lift Stat | | 6,254 | | 6,348 | 10,000 | 63% | 10,000 | | 10,000 | 100% |
| 582 | WWTP Plant Maintenance | 18,636 | 41,818 | 19,698 | 15,416 | 40,000 | 39% | 60,000 | | 60,000 | 150% |
| 583 | WWTF Drying Pond Maintena | 14,821 | | | 9,300 | 25,000 | 37% | 25,000 | | 25,000 | 100% |
| 585 | Sludge Removal Project | | | | 4,217 | 25,000 | 17% | 25,000 | | 25,000 | 100% |
| 587 | WWTF Final Design/Constru | | | | 396,342 | 458,000 | 87% | 150,000 | | 150,000 | 33% |
| 651 | Regulatory Compliance | | | | 26,851 | 0 | ***% | 50,000 | | 50,000 | *****% |
| 705 | Waste Discharge Fees/Perm | 45,184 | 28,140 | 41,499 | 43,830 | 43,830 | 100% | 45,000 | | 45,000 | 103% |
| 715 | Licenses, Permits and Fee | 6,201 | 6,766 | 4,566 | 5,680 | 5,615 | 101% | 6,000 | | 6,000 | 107% |
| 800 | Deposit/ Liabilities | | | -23 | | 0 | 0% | | | 0 | 0% |
| 805 | Refundable Water/Sewer/Hy | 2 | | | | 100 | 0% | 100 | | 100 | 100% |
| 900 | District Strategic Plan | 12,588 | 486 | | | 0 | 0% | | | 0 | 0% |
| 908 | Cash Over/Cash Short | | -125 | | 92 | 10 | 920% | 100 | | 100 | 1000% |
| 925 | Bank Fees | | 4 | -1 | 91 | 10 | 910% | 100 | | 100 | 1000% |
| 935 | Depreciation Expense | 74,434 | 74,120 | | | 0 | 0% | | | 0 | 0% |
| 940 | Bank Service Charges | 13 | 157 | | 80 | 100 | 80% | 100 | | 100 | 100% |
| 949 | Lease agreements | | 4,602 | 11,880 | 8,910 | 14,000 | 64% | 18,000 | | 18,000 | 129% |

SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

40 WASTEWATER DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|---------|---------|-----------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 950 | WWTF Exp MBR | | | | | 200,000 | 0% | 500,000 | | 500,000 | 250% |
| 955 | 3W Water Line SGMA | | | | 50,673 | 55,000 | 92% | | | 0 | 0% |
| 960 | Property Tax Expense | 128 | 128 | 96 | | 150 | 0% | 150 | | 150 | 100% |
| 963 | Collection System Project | | | -15,264 | 40,001 | 319,600 | 13% | 100,000 | | 100,000 | 31% |
| 964 | Septic to Sewer Project | | | 15,264 | | 10,000 | 0% | 20,000 | | 20,000 | 200% |
| 966 | Reimbursable Engineering | | | 1,138 | | 0 | 0% | | | 0 | 0% |
| 970 | WWTF Long Term Maintenanc | | | | | 100,000 | 0% | 100,000 | | 100,000 | 100% |
| 971 | Loan Principal Payment | | | | | 150,000 | 0% | 150,000 | | 150,000 | 100% |
| 972 | Loan Interest Payment | | | | | 150,000 | 0% | 150,000 | | 150,000 | 100% |
| 990 | Retirement/Health Ins Lia | | | 8,778 | 36,116 | 36,125 | 100% | 40,000 | | 40,000 | 111% |
| | Account: | 720,032 | 740,209 | 637,287 | 1,167,317 | 2,382,855 | 49% | 2,515,776 | 0 | 2,515,776 | 106% |
| | | | | | | | | | | | |
| 70000 | Transfers | | | | | | | | | | |
| 352 | Repairs & Maint - Structu | | 20,925 | -879 | | 0 | 0% | | | 0 | 0% |
| | Account: | | 20,925 | -879 | | 0 | ***% | 0 | 0 | 0 | 0% |
| | | | | | | | | | | | |
| | Fund: | 720,032 | 762,042 | 636,408 | 1,167,317 | 2,382,855 | 49% | 2,515,776 | 0 | 2,515,776 | 106% |

%

SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

50 WATER DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|---------|---------|---------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 65000 | Water | | | | | | | | | | |
| 101 | EE Timekeeping Costs | | | 1,799 | | 0 | 0% | | | 0 | 0% |
| 105 | Salaries and Wages | 268,240 | 274,014 | 264,605 | 189,012 | 295,497 | 64% | 296,200 | -500 | 295,700 | 100% |
| 109 | Stand-by Hours | 3,015 | | | | 0 | 0% | | | 0 | 0% |
| 110 | Payroll Tax Expense | | | -7 | | 0 | 0% | | | 0 | 0% |
| 111 | BOD Stipend | 3,458 | 2,146 | 2,469 | 1,828 | 2,100 | 87% | 2,064 | | 2,064 | 98% |
| 115 | Payroll Expenses | 1,634 | | 16 | | 0 | *** | | | 0 | 0% |
| 120 | Workers' Compensation | 8,131 | 13,323 | 6,100 | 7,676 | 7,676 | 100% | 8,500 | | 8,500 | 111% |
| 121 | Physicals | 139 | 225 | 226 | | 150 | 0% | 150 | | 150 | 100% |
| 135 | Payroll Tax - FICA/SS | 1,025 | 454 | 149 | 113 | 1,280 | 9% | 1,179 | | 1,179 | 92% |
| 140 | Payroll Tax - Medicare | 3,889 | 3,954 | 3,969 | 2,767 | 4,895 | 57% | 4,302 | | 4,302 | 88% |
| 150 | Payroll Tax - SDI | | | | 123 | 246 | 50% | 250 | | 250 | 102% |
| 155 | Payroll Tax - SUI | 1,710 | 1,434 | 1,408 | 1,217 | 1,508 | 81% | 1,206 | | 1,206 | 80% |
| 160 | Payroll Tax - ETT | 3 | 31 | 31 | 31 | 281 | 11% | 237 | | 237 | 84% |
| 205 | Insurance - Health | 33,959 | 36,571 | 40,320 | 25,494 | 37,000 | 69% | 25,208 | | 25,208 | 68% |
| 206 | Insurance - CalPers Healt | 19,984 | 21,552 | | | 0 | 0% | | | 0 | 0% |
| 210 | Insurance - Dental | 2,474 | 1,656 | 1,583 | 1,197 | 1,300 | 92% | 881 | | 881 | 68% |
| 215 | Insurance - Vision | 447 | 266 | 257 | 192 | 205 | 94% | 152 | | 152 | 74% |
| 225 | Retirement - PERS Expense | 32,421 | 24,234 | 29,959 | 17,942 | 30,000 | 60% | 24,168 | | 24,168 | 81% |
| 230 | 457 ER Contribution Benef | | | 2,104 | | 0 | *** | 2,104 | | 2,104 | ***** |
| 305 | Operations & Maintenance | 5,459 | 11,731 | 8,778 | 6,367 | 8,000 | 80% | 8,000 | | 8,000 | 100% |
| 310 | Phone & Fax Expense | 3,158 | 2,131 | 1,330 | 947 | 1,200 | 79% | 1,200 | | 1,200 | 100% |
| 315 | Postage, Shipping & Freig | 594 | 200 | 311 | 316 | 425 | 74% | 425 | | 425 | 100% |
| 319 | Legal: P.R.A.s - Professi | 1,232 | 602 | | 54 | 500 | 11% | 500 | | 500 | 100% |
| 320 | Printing & Reproduction | 1,083 | 1,235 | 1,341 | 98 | 500 | 20% | 500 | | 500 | 100% |
| 321 | IT Services - Professiona | 6,818 | 12,739 | 13,863 | 12,339 | 14,000 | 88% | 14,000 | | 14,000 | 100% |
| 323 | Auditor - Professional Sv | 4,283 | 4,005 | 3,643 | 3,771 | 4,300 | 88% | 4,300 | | 4,300 | 100% |
| 324 | GSA-GSP - Professional Sv | 8,842 | 3,121 | 13,564 | 21,905 | 25,000 | 88% | 25,000 | | 25,000 | 100% |
| 325 | Accounting - Professional | 3,700 | 1,856 | 3,281 | 3,917 | 4,500 | 87% | 4,500 | | 4,500 | 100% |
| 326 | Engineering - Professiona | 2,960 | 22,858 | 76,559 | 32,912 | 30,000 | 110% | 35,000 | | 35,000 | 117% |
| 327 | Legal: General - Professi | 37,599 | 20,891 | 32,181 | 18,189 | 25,000 | 73% | 25,000 | | 25,000 | 100% |
| 328 | Insurance - Prop & Liabil | 21,032 | 29,761 | 32,485 | 25,334 | 25,335 | 100% | 26,000 | | 26,000 | 103% |
| 329 | New Hire Screening | 23 | 45 | | | 100 | 0% | 100 | | 100 | 100% |
| 330 | Contract Labor | | | 17,271 | 750 | 5,000 | 15% | 5,000 | | 5,000 | 100% |
| 331 | Legal: SMEA - Professiona | | 5,225 | 1,676 | 683 | 3,500 | 20% | 3,500 | | 3,500 | 100% |
| 332 | Legal: Steinbeck & Water | 48,060 | 36,016 | 7,249 | 14,883 | 25,000 | 60% | 25,000 | | 25,000 | 100% |
| 333 | Legal: HR - Professional | 11,407 | 6,501 | 13,393 | 511 | 8,000 | 6% | 8,000 | | 8,000 | 100% |
| 334 | Maintenance Agreements | 6,414 | 5,545 | 4,433 | 5,792 | 6,500 | 89% | 6,500 | | 6,500 | 100% |
| 335 | Meals | | | | | 100 | 0% | 100 | | 100 | 100% |
| 340 | Meetings and Conferences | 920 | | | | 1,000 | 0% | 1,000 | | 1,000 | 100% |
| 341 | Space Rental | | | 1,266 | 688 | 1,000 | 69% | 1,500 | | 1,500 | 150% |
| 345 | Mileage Expense Reimburse | 283 | | | | 250 | 0% | 250 | | 250 | 100% |
| 348 | Safety Equipment and Supp | 358 | 1,260 | 1,677 | 1,535 | 1,500 | 102% | 1,500 | | 1,500 | 100% |
| 350 | Repairs & Maint - Compute | 101 | 298 | | 102 | 1,500 | 7% | 1,500 | | 1,500 | 100% |
| 351 | Repairs & Maint - Equip | 12,528 | 5,975 | 7,436 | 9,203 | 5,000 | 184% | 5,000 | | 5,000 | 100% |
| 352 | Repairs & Maint - Structu | 109 | 454 | 252 | 250 | 2,000 | 13% | 2,000 | | 2,000 | 100% |
| 353 | Repairs & Maint - Infrast | 37,089 | 28,200 | 69,855 | 37,323 | 50,000 | 75% | 50,000 | | 50,000 | 100% |
| 354 | Repairs & Maint - Vehicle | 1,809 | 3,775 | 4,707 | 2,275 | 4,500 | 51% | 4,500 | | 4,500 | 100% |

SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

50 WATER DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|--------|--------|--------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 355 | Testing & Supplies (WWTP) | 162 | | | | 0 | 0% | | | 0 | 0% |
| 356 | Testing & Supplies - Well | 2,662 | 3,459 | 4,566 | 2,230 | 3,500 | 64% | 3,500 | | 3,500 | 100% |
| 357 | Testing & Supplies - Well | 2,460 | 3,508 | 4,566 | 2,231 | 3,500 | 64% | 3,500 | | 3,500 | 100% |
| 358 | Testing & Supplies - SLT | 6,448 | 8,368 | 7,680 | 3,605 | 5,000 | 72% | 5,000 | | 5,000 | 100% |
| 359 | Testing & Supplies - Othe | 3,692 | 6,976 | 6,768 | 3,751 | 6,000 | 63% | 6,000 | | 6,000 | 100% |
| 361 | Contract Operations | | | 840 | 42,816 | 50,000 | 86% | 65,000 | | 65,000 | 130% |
| 362 | Cross-Connection Control | 884 | 1,237 | 1,352 | 1,396 | 1,500 | 93% | 1,500 | | 1,500 | 100% |
| 374 | CSD Utilities - Billing S | 3,655 | 3,941 | 4,103 | 2,734 | 4,000 | 68% | 4,000 | | 4,000 | 100% |
| 375 | Internet Expenses | 1,688 | 1,980 | 5,511 | 2,226 | 14,000 | 16% | 14,000 | | 14,000 | 100% |
| 376 | Web Page - Upgrade/Maint | 900 | 768 | 1,061 | 968 | 968 | 100% | 1,500 | | 1,500 | 155% |
| 380 | Utilities - Alarm Service | 727 | 696 | 550 | 500 | 1,500 | 33% | 1,000 | | 1,000 | 67% |
| 381 | Utilities - Electric | 45,418 | 51,937 | 61,521 | 54,909 | 71,232 | 77% | 75,000 | | 75,000 | 105% |
| 382 | Utilities - Propane | 1,147 | 739 | 721 | | 1,000 | 0% | 1,000 | | 1,000 | 100% |
| 383 | Utilities - Trash | 626 | 706 | 747 | 551 | 450 | 122% | 600 | | 600 | 133% |
| 384 | Utilities - Water/Sewer | 389 | 758 | | 1,731 | 150 | *** | 2,000 | | 2,000 | 1333% |
| 385 | Dues and Subscriptions | 4,295 | 7,174 | 7,438 | | 5,696 | 80% | 6,500 | | 6,500 | 92% |
| 386 | Education and Training | 591 | 1,829 | 2,180 | 1,456 | 5,000 | 29% | 5,000 | | 5,000 | 100% |
| 393 | Advertising and Public No | 298 | 1,201 | 1,227 | 405 | 1,000 | 41% | 1,000 | | 1,000 | 100% |
| 394 | LAFCO Allocations | 1,211 | 1,613 | 1,933 | 1,752 | 1,752 | 100% | 1,800 | | 1,800 | 103% |
| 395 | Community Outreach | 554 | 913 | 992 | 275 | 1,200 | 23% | 1,200 | | 1,200 | 100% |
| 396 | Utilities - SoCal Gas | | 1,835 | 455 | 373 | 1,000 | 37% | 1,000 | | 1,000 | 100% |
| 410 | Office Supplies | 1,166 | 3,031 | 1,161 | 1,310 | 1,000 | 131% | 1,000 | | 1,000 | 100% |
| 432 | Utility Rate Design Study | | 15,979 | 32,089 | | 0 | 0% | | | 0 | 0% |
| 465 | Cell phones, Radios and P | 1,653 | 1,575 | 1,752 | 1,795 | 2,400 | 75% | 2,250 | | 2,250 | 94% |
| 475 | Computer Supplies & Upgra | 4,589 | 14,967 | 876 | | 2,728 | 0% | 2,500 | | 2,500 | 92% |
| 481 | Chemicals- Well #3 | 2,377 | 2,158 | 2,391 | 2,167 | 4,000 | 54% | 4,000 | | 4,000 | 100% |
| 482 | Chemicals- Well #4 | 2,496 | 2,186 | 3,528 | 2,943 | 5,000 | 59% | 5,000 | | 5,000 | 100% |
| 483 | Chemicals- SLT Well | 1,039 | 1,506 | 2,128 | 1,758 | 3,000 | 59% | 3,000 | | 3,000 | 100% |
| 485 | Fuel Expense | 6,541 | 5,490 | 4,912 | 2,699 | 6,000 | 45% | 5,000 | | 5,000 | 83% |
| 490 | Small Tools & Equipment | 3,642 | 90 | 1,053 | 544 | 4,000 | 14% | 3,000 | | 3,000 | 75% |
| 495 | Uniform Expense | 2,779 | 2,165 | 1,461 | | 1,500 | 0% | 1,500 | | 1,500 | 100% |
| 500 | Capital Outlay | 23,853 | | | | 0 | 0% | | | 0 | 0% |
| 516 | Water Projects Well 3 | | | | 21,354 | 17,500 | 122% | | | 0 | 0% |
| 517 | Water Projects Well 4 | | | | 49,055 | 49,500 | 99% | | | 0 | 0% |
| 518 | Water Projects SLT Well | | | | 41,414 | 49,667 | 83% | | | 0 | 0% |
| 520 | Water Main Valves Replace | | | | | 10,000 | 0% | 25,000 | | 25,000 | 250% |
| 525 | Water Meter Replacement | 27,215 | 10,268 | | 2,586 | 20,000 | 13% | 20,000 | | 20,000 | 100% |
| 526 | Development Meters | | | | 8,923 | 0 | *** | | | 0 | 0% |
| 535 | Water Lines Repairs | 105 | | 8,072 | 8,877 | 459,820 | 2% | | | 0 | 0% |
| 546 | Master Plans | | 5,842 | | | 6,000 | 0% | 65,000 | | 65,000 | 1083% |
| 547 | Paso Basin Management | | | | 1,731 | 18,000 | 10% | | | 0 | 0% |
| 577 | Proposition 1 Grant | 9,458 | 6,270 | | | 0 | 0% | | | 0 | 0% |
| 582 | WWTP Plant Maintenance | 554 | | | | 0 | 0% | | | 0 | 0% |
| 587 | WWTF Final Design/Constru | 10 | | | | 0 | 0% | | | 0 | 0% |
| 591 | Rose Foundation Grant | | | | 27,535 | 47,000 | 59% | | | 0 | 0% |
| 605 | USDA Loan Payment | | | | | 20,000 | 0% | 20,000 | | 20,000 | 100% |
| 651 | Regulatory Compliance | | | | 1,476 | 0 | *** | | | 0 | 0% |
| 715 | Licenses, Permits and Fee | 6,590 | 8,242 | 6,880 | 6,485 | 7,000 | 93% | 7,000 | | 7,000 | 100% |

SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

| 50 WATER DEPARTMENT | | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------------------|---------------------------|-----------|-----------|---------|---------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| Account | Object | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 800 | Deposit/ Liabilities | | | 39 | | 0 | 0% | | | 0 | 0% |
| 805 | Refundable Water/Sewer/Hy | | -16 | | | 100 | 0% | 100 | | 100 | 100% |
| 900 | District Strategic Plan | 12,422 | 479 | | | 0 | 0% | | | 0 | 0% |
| 908 | Cash Over/Cash Short | | -100 | | 92 | 0 | ***% | | | 0 | 0% |
| 925 | Bank Fees | | 1 | | 60 | 10 | 600% | 100 | | 100 | 1000% |
| 930 | Interest Fees | 50,582 | 48,351 | 62,951 | 43,346 | 60,000 | 72% | 60,000 | | 60,000 | 100% |
| 935 | Depreciation Expense | 198,541 | 197,349 | | | 0 | 0% | | | 0 | 0% |
| 940 | Bank Service Charges | 31 | | | 154 | 100 | 154% | 100 | | 100 | 100% |
| 949 | Lease agreements | | 4,593 | 11,880 | 8,910 | 12,000 | 74% | 12,000 | | 12,000 | 100% |
| 961 | SLT Tank and Booster Pump | | | | 24,234 | 151,000 | 16% | | | 0 | 0% |
| 962 | 0.65 MG Tank | | | | | 64,812 | 0% | | | 0 | 0% |
| 966 | Reimbursable Engineering | | | 4,293 | 10,337 | 0 | ***% | | | 0 | 0% |
| 990 | Retirement/Health Ins Lia | | | 8,778 | 36,116 | 36,125 | 100% | 36,125 | | 36,125 | 100% |
| | Account: | 1,029,840 | 1,014,348 | 937,874 | 885,362 | 1,873,962 | 47% | 1,099,251 | -500 | 1,098,751 | 59% |
| 70000 | Transfers | | | | | | | | | | |
| 352 | Repairs & Maint - Structu | | 20,925 | -879 | | 0 | 0% | | | 0 | 0% |
| | Account: | | 20,925 | -879 | | 0 | ***% | 0 | 0 | 0 | 0% |
| Fund: | | 1,029,840 | 1,035,273 | 936,995 | 885,362 | 1,873,962 | 47% | 1,099,251 | -500 | 1,098,751 | 59% |
| | | | | | | | | | | | % |

04/08/25
11:13:00

SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

Page: 11 of 12
Report ID: B240

60 SOLID WASTE DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|---------|---------------------------|---------|--------|--------|--------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 66000 | SOLID WASTE | | | | | | | | | | |
| 101 | EE Timekeeping Costs | | | 200 | | 0 | 0% | | | 0 | 0% |
| 105 | Salaries and Wages | 13,494 | 12,663 | 13,625 | 11,844 | 13,603 | 87% | 13,500 | | 13,500 | 99% |
| 111 | BOD Stipend | 182 | 114 | 99 | 67 | 350 | 19% | 144 | | 144 | 41% |
| 115 | Payroll Expenses | 87 | | | 1 | 0 | *** | | | 0 | 0% |
| 120 | Workers' Compensation | 350 | 18 | 14 | -48 | 0 | *** | 100 | | 100 | ***** |
| 121 | Physicals | 2 | | 6 | | 50 | 0% | 50 | | 50 | 100% |
| 135 | Payroll Tax - FICA/SS | 50 | 20 | 6 | 4 | 55 | 7% | 55 | | 55 | 100% |
| 140 | Payroll Tax - Medicare | 190 | 180 | 200 | 173 | 273 | 63% | 285 | | 285 | 104% |
| 155 | Payroll Tax - SUI | 74 | 52 | 58 | 49 | 75 | 65% | 75 | | 75 | 100% |
| 160 | Payroll Tax - ETT | | 1 | 1 | 1 | 14 | 7% | 21 | | 21 | 150% |
| 205 | Insurance - Health | 1,566 | 1,550 | 1,756 | 1,503 | 1,600 | 94% | 2,954 | | 2,954 | 185% |
| 210 | Insurance - Dental | 128 | 65 | 66 | 62 | 75 | 83% | 125 | | 125 | 167% |
| 215 | Insurance - Vision | 17 | 10 | 11 | 10 | 20 | 50% | 20 | | 20 | 100% |
| 225 | Retirement - PERS Expense | 2,488 | 1,448 | 1,611 | 1,313 | 1,733 | 76% | 2,144 | | 2,144 | 124% |
| 230 | 457 ER Contribution Benef | | | | 199 | 0 | *** | 400 | | 400 | ***** |
| 305 | Operations & Maintenance | 1,543 | 2,271 | 29 | 180 | 2,000 | 9% | 1,500 | | 1,500 | 75% |
| 310 | Phone & Fax Expense | 186 | 88 | 103 | 89 | 200 | 45% | 500 | | 500 | 250% |
| 315 | Postage, Shipping & Freig | 31 | 11 | 23 | 7 | 81 | 9% | 75 | | 75 | 93% |
| 319 | Legal: P.R.A.s - Professi | 65 | 34 | | 3 | 50 | 6% | 50 | | 50 | 100% |
| 320 | Printing & Reproduction | 29 | 1 | | 9 | 50 | 18% | 50 | | 50 | 100% |
| 321 | IT Services - Professiona | 346 | 1,140 | 1,034 | 1,067 | 1,300 | 82% | 1,500 | | 1,500 | 115% |
| 323 | Auditor - Professional Sv | 471 | 220 | 342 | 354 | 714 | 50% | 800 | | 800 | 112% |
| 325 | Accounting - Professional | -45 | 104 | 289 | 373 | 500 | 75% | 500 | | 500 | 100% |
| 326 | Engineering - Professiona | | 170 | | | 0 | 0% | | | 0 | 0% |
| 327 | Legal: General - Professi | 7,512 | 3,649 | 8,749 | 837 | 5,500 | 15% | 4,000 | | 4,000 | 73% |
| 328 | Insurance - Prop & Liabil | 744 | 1,442 | 1,646 | 2,375 | 2,376 | 100% | 2,500 | | 2,500 | 105% |
| 329 | New Hire Screening | | | | | 50 | 0% | 50 | | 50 | 100% |
| 331 | Legal: SMEA - Professiona | | | | | 250 | 0% | 500 | | 500 | 200% |
| 333 | Legal: HR - Professional | 633 | 456 | 885 | 26 | 600 | 4% | 500 | | 500 | 83% |
| 334 | Maintenance Agreements | 213 | 205 | 204 | 1,429 | 1,600 | 89% | 1,600 | | 1,600 | 100% |
| 340 | Meetings and Conferences | 49 | | | | 0 | 0% | | | 0 | 0% |
| 341 | Space Rental | | | 103 | 65 | 150 | 43% | 150 | | 150 | 100% |
| 345 | Mileage Expense Reimburse | 12 | | | | 50 | 0% | 50 | | 50 | 100% |
| 348 | Safety Equipment and Supp | | | | | 500 | 0% | 500 | | 500 | 100% |
| 350 | Repairs & Maint - Compute | 19 | | | | 150 | 0% | 200 | | 200 | 133% |
| 351 | Repairs & Maint - Equip | 54 | 409 | 182 | 154 | 250 | 62% | 250 | | 250 | 100% |
| 352 | Repairs & Maint - Structu | 1 | | | | 100 | 0% | 100 | | 100 | 100% |
| 353 | Repairs & Maint - Infrast | 1,291 | 3,795 | | 1,781 | 2,000 | 89% | 2,000 | | 2,000 | 100% |
| 354 | Repairs & Maint - Vehicle | | | | 8 | 150 | 5% | 150 | | 150 | 100% |
| 375 | Internet Expenses | | 42 | 127 | 194 | 325 | 60% | 600 | | 600 | 185% |
| 376 | Web Page - Upgrade/Maint | 48 | 48 | 60 | 91 | 150 | 61% | 150 | | 150 | 100% |
| 382 | Utilities - Propane | 29 | 100 | | | 0 | 0% | | | 0 | 0% |
| 383 | Utilities - Trash | | | | | 30 | 0% | | | 0 | 0% |
| 385 | Dues and Subscriptions | 203 | 252 | 291 | 259 | 575 | 45% | 550 | | 550 | 96% |
| 386 | Education and Training | 265 | 130 | 56 | 43 | 200 | 22% | 200 | | 200 | 100% |
| 393 | Advertising and Public No | 1,327 | 575 | 119 | 5 | 250 | 2% | 150 | | 150 | 60% |
| 394 | LAFCO Allocations | 1,211 | 1,490 | 1,933 | 1,752 | 1,752 | 100% | 1,800 | | 1,800 | 103% |

SAN MIGUEL CSD
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2025 - 2026

60 SOLID WASTE DEPARTMENT

| Account | Object | Actuals | | | | Current | % | Prelim. | Budget | Final | % Old |
|--------------|---------------------------|-----------|-----------|-----------|-----------|-----------------|---------------|-----------------|------------------|-----------------|-----------------|
| | | 21-22 | 22-23 | 23-24 | 24-25 | Budget 24-25 | Exp. 24-25 | Budget 25-26 | Changes 25-26 | Budget 25-26 | Budget 25-26 |
| 395 | Community Outreach | 317 | 347 | 304 | 396 | 500 | 79% | 250 | | 250 | 50% |
| 410 | Office Supplies | 59 | 33 | 15 | 102 | 50 | 204% | 50 | | 50 | 100% |
| 432 | Utility Rate Design Study | | | | | 16,473 | 0% | | | 0 | 0% |
| 465 | Cell phones, Radios and P | 85 | 122 | 195 | 199 | 270 | 74% | 275 | | 275 | 102% |
| 475 | Computer Supplies & Upgra | 268 | 582 | | | 162 | 0% | 150 | | 150 | 93% |
| 485 | Fuel Expense | 3 | | | | 200 | 0% | 100 | | 100 | 50% |
| 490 | Small Tools & Equipment | 354 | | | 82 | 100 | 82% | 100 | | 100 | 100% |
| 495 | Uniform Expense | 101 | 129 | 4 | | 150 | 0% | 150 | | 150 | 100% |
| 650 | SB1383 Compliance | | | | | 250 | 0% | | | 0 | 0% |
| 715 | Licenses, Permits and Fee | | 1,328 | 492 | | 0 | 0% | | | 0 | 0% |
| 900 | District Strategic Plan | 663 | 27 | | | 0 | 0% | | | 0 | 0% |
| 940 | Bank Service Charges | 1 | | | 7 | 50 | 14% | 25 | | 25 | 50% |
| 949 | Lease agreements | | 476 | 1,320 | 990 | 1,320 | 75% | 1,325 | | 1,325 | 100% |
| 990 | Retirement/Health Ins Lia | | | | 325 | 700 | 46% | 650 | | 650 | 93% |
| | Account: | 36,716 | 35,797 | 36,158 | 28,380 | 59,976 | 47% | 43,923 | 0 | 43,923 | 73% |
| 70000 | Transfers | | | | | | | | | | |
| 352 | Repairs & Maint - Structu | | 2,325 | -98 | | 0 | 0% | | | 0 | 0% |
| | Account: | | 2,325 | -98 | | 0 | ***% | 0 | 0 | 0 | 0% |
| Fund: | | 36,716 | 38,122 | 36,060 | 28,380 | 59,976 | 47% | 43,923 | 0 | 43,923 | 73% |
| | | | | | | | | | | | % |
| Grand Total: | | 2,389,813 | 2,566,926 | 2,308,996 | 2,804,214 | 5,316,040 | | 4,545,879 | 25,000 | 4,570,879 | |

San Miguel Community Services District

PROPOSED BUDGET VS AVAILABLE FUNDS

| | 2025-26 PROPOSED REVENUES | 2025-2026 PROPOSED EXPENDITURES | 3/2025 OPERATIONAL CASH | 3/2025 OPERATIONAL RESERVES | 3/2025 RESTRICTED RESERVES |
|----------------------------|---------------------------------|---------------------------------------|-------------------------------|-----------------------------------|----------------------------------|
| FIRE PROTECTION DEPARTMENT | \$742,631 | \$742,127 | \$162,302 | \$337,332 | \$341,183 |
| STREET LIGHTING DEPARTMENT | \$170,438 | \$170,302 | \$372,842 | \$224,137 | \$428,927 |
| WASTEWATER DEPARTMENT | \$2,516,256 | \$2,515,776 | \$2,057,234 | \$340,242 | \$1,613,584 |
| WATER DEPARTMENT | \$1,098,889 | \$1,098,751 | \$400,368 | \$112,117 | \$457,590 |
| SOLID WASTE DEPARTMENT | \$43,936 | \$43,923 | \$81,201 | \$74,436 | \$23,480 |
| | \$4,572,150 | \$4,570,879 | \$3,073,947 | \$1,088,264 | \$2,864,764 |

OPERATIONAL (UNRESTRICTED) RESERVES: Established through Resolution 2023-10 to fund a buffer for each fund during any period where there are unexpected increases in operating costs, or decreases in revenues. This fund shall not be used to artificially suppress water and wastewater rates. **TARGET CRITERIA:** Equal to or greater than **50%** of the annual budgeted operating expenses for each fund (not including budgeted projects or other capital replacement).

| | 2025/26 PROPOSED Operating Expense Budget | Target from Res 2023-10 Reserve Policy | Current Operational Reserve \$ | Fund's Operational \$ Investments | Percentage of Goal Amount Reserved | Difference | NOTES: |
|----------------------------|--|--|--------------------------------------|---|--|----------------------|---|
| FIRE PROTECTION DEPARTMENT | \$742,631 | \$371,316 | \$0 | \$0 | 0% | (\$371,316) | The current balance of Fire's Operational Reserve is 2025-26 FY Operating Budget. |
| STREET LIGHTING DEPARTMENT | \$170,438 | \$85,219 | \$62,270 | \$161,867 | 263% | \$138,918 | |
| WASTEWATER DEPARTMENT | \$2,516,256 | \$1,258,128 | \$340,242 | \$0 | 27% | (\$917,886) | |
| WATER DEPARTMENT | \$1,098,889 | \$549,445 | \$112,117 | \$0 | 20% | (\$437,328) | |
| SOLID WASTE DEPARTMENT | \$43,936 | \$21,968 | \$74,436 | \$0 | 339% | \$52,468 | |
| | \$4,572,150 | \$2,286,075 | \$589,065 | | | (\$1,535,143) | |

CAPITAL (RESTRICTED) RESERVES: Established through Resolution 2016-37 to fund future replacement of existing facilities, major equipment and depreciable assets, as well as handling unanticipated major repairs during an asset's life cycle. Updated with Resolution 2023-10, each fund's Target Criteria is listed below. The Reserve purpose is to ensure sufficient capital resources are available to fund replacement of equipment, infrastructure, facilities and vehicles. The Long Term Maintenance Reserve is listed separately.

| | Current Capital Reserve \$ | Target per Res 2023-10 Reserve Policy | Fund's Capital Investments | Difference | Percentage of Goal Amount Reserved | NOTES: |
|----------------------------|-------------------------------|---|-------------------------------|--------------------|--|--|
| FIRE PROTECTION DEPARTMENT | \$238,589 | \$200,000 | \$102,594 | \$141,183 | 171% | \$204,048 Reserved for 2 years of Fire Loan payments |
| STREET LIGHTING DEPARTMENT | \$46,555 | \$50,000 | \$382,372 | \$378,927 | 858% | |
| WASTEWATER DEPARTMENT | \$435,266 | \$1,000,000 | \$334,761 | (\$229,974) | 77% | |
| WATER DEPARTMENT | \$223,783 | \$1,000,000 | \$233,807 | (\$542,410) | 46% | \$71,559 Reserved for USDA Loan |
| SOLID WASTE DEPARTMENT | \$23,480 | \$50,000 | \$0 | (\$26,520) | 47% | |
| | | \$2,300,000 | | (\$278,793) | | |

WW Long Term Maintenance Fund

Annually transfer to the Reserve Account 1/10th the cost of a Membrane (10 year lifespan). If not used for membranes, can be used for long-term maintenance of WWTF.

Resolution: 2023-10

| FY | Amount to Transfer to Reserve | Goal Met? | |
|---------|-------------------------------------|-----------|---------------|
| 2019-20 | \$100,000.00 | X | Cambridge Inv |
| 2020-21 | \$100,000.00 | X | Cambridge Inv |
| 2021-22 | \$100,000.00 | X | Cambridge Inv |
| 2022-23 | \$100,000.00 | X | Cambridge Inv |
| 2023-24 | \$100,000.00 | X | Cambridge Inv |
| 2024-25 | \$100,000.00 | X | Cambridge Inv |
| 2025-26 | \$100,000.00 | Budgeted | Cambridge Inv |
| | \$700,000.00 | | |

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

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 8.3

SUBJECT: Special District Risk Management Authority (SDRMA) Board of Directors call for nominations. Four (4) Directors seats are up for election with a Term January 1, 2026 - December 31, 2029. **(Provide nomination by 3/5 vote)** (Pg. 72-95)

SUGGESTED ACTION: Authorize the General Manager to submit a nomination/resolution behalf of the Board.

DISCUSSION:

San Miguel Community Services District uses SDRMA (Special District Risk Management Authority) for District Property Liability, Workers Compensation, Dental and Vision Insurance.

SDRMA is accepting nominations for four (4) Board of Director seats for term 2026-2029. Nominees must be a member of the agency's governing body or full-time management employee and be an active member agency of both SDMRA's Property/Liability and Workers' Compensation Program. Candidates must be nominated by Resolution of their member agency's body and complete/submit a "Statement of Qualifications". Nominations are due May 16th, 2025.

FISCAL IMPACT:

Minor staff time to file nomination resolution with SDRMA on behalf of the District.

PREPARED BY: Tamara Parent

2025 Nomination Packet Checklist



SDRMA BOARD OF DIRECTORS NOMINATION AND ELECTION GUIDELINES

March 3, 2025, marks the official commencement of the election process for the SDRMA Board of Directors. Four seats on the Board of Directors are up for election in 2025.

For your convenience we have enclosed the necessary nomination documents and election process schedule. Please note that some items have important deadlines. All documents contained in this packet, as well as additional information regarding SDRMA Board elections, are available on our MemberPlus website www.sdrma.org and/or by calling Candice Richardson at 800-537-7790.

- ____ **Attachment One:** **SDRMA Board of Directors Fact Sheet:** This document reviews the Board of Directors' Roles and Responsibilities along with other important information.

- ____ **Attachment Two:** **SDRMA Board of Directors 2025 Nomination/Election Schedule:** Please review this document for important deadlines. Completed nomination documents must be submitted to SDRMA staff by 4:30 pm on the deadline date.

- ____ **Attachment Three:** **SDRMA Election Policy No. 2024-08:** A Policy of the Board of Directors of the Special District Risk Management Authority establishing guidelines for Director elections.

- ____ **Attachment Four:** **Sample Resolution for Candidate Nomination:** A resolution of the Governing Body of the Agency nominating a candidate for the Special District Risk Management Authority Board of Directors. **Due by Friday, May 16, 2025.**

- ____ **Attachment Five:** **Candidate's Statement of Qualifications:** Please be advised that no candidate statements are endorsed by SDRMA. Candidate's Statements of Qualification will be distributed to the membership with the SDRMA election ballot, "exactly as submitted" by the candidate. **Due by Friday, May 16, 2025.**

Please complete and return all required nomination documents to SDRMA by 4:30 pm on Friday, May 16, 2025.
Documents may be uploaded to MemberPlus, emailed, or mailed to SDRMA.

Mail: SDRMA Election Committee
 C/O Candice Richardson
 1112 "I" Street, Suite 300
 Sacramento, California 95814

E-mail: crichardson@sdrma.org

SDRMA BOARD OF DIRECTORS FACT SHEET

SDRMA BOARD OF DIRECTORS

ROLE AND RESPONSIBILITIES

Special District Risk Management Authority (SDRMA) is a public entity Joint Powers Authority established to provide cost-effective property/liability, worker's compensation, health benefit coverages and comprehensive risk management programs for special districts and other public agencies throughout California. SDRMA is governed by a Board of Directors elected from the membership by the programs' members.

| | |
|--------------------------------------|--|
| Number of Board Members | SDRMA Board of Directors consists of seven Board Members , who are elected at-large from members participating in both programs. |
| Board of Directors' Role | SDRMA Board of Directors provide effective governance by supporting a unified vision, ensuring accountability, and setting direction based on SDRMA's mission and purpose, as well as establishing and approving policy to ensure SDRMA meets its obligations and commitment to its members. |
| Board of Directors' Responsibilities | Board Member responsibilities include a commitment to: serve as a part of a unified governance body; govern within Board of Directors' policies, standards and ethics; commit the time and energy to be effective; represent and make policy decisions for the benefit, and in the best interest, of all SDRMA members; support collective decisions; communicate as a cohesive Board of Directors with a common vision and voice; and, operate with the highest standards of integrity and trust. |
| Four Seats For this Election | Elections for Directors are staggered and held every two years, four seats during one election and three seats in the following election. Four seats are up for election this year. |
| Term of Directors | Directors are elected for four-year terms . Terms for directors elected this election begin January 1, 2026 and end on December 31, 2029. |
| Board Member Travel Reimbursement | Board Members are reimbursed for reasonable travel and lodging in accordance with SDRMA Board Ordinance No. 2024-01 and applicable laws and are allowed to claim a stipend of \$245 per meeting day or for each day's service rendered as a Member of the Board. |
| Number of Meetings per Year | The Board meets from seven to ten times annually with an average of eight board meetings per year. Generally, the Board does not meet more than one meeting per month. |
| Meeting Location | SDRMA office in Sacramento, CA and at two conference locations. |
| Meeting Dates | Typically the first Wednesday and Thursday of the month. |
| Meeting Starting Times | Meetings are typically held 2:00 to 5:00 p.m. Wednesday and 8:30 to 10:00 a.m. Thursday . |
| Meeting Length | Meetings are four to six hours on average. |
| Average Time Commitment | Commitment per month ranges from 15 to 20 hours . |

"The mission of Special District Risk Management Authority is to provide excellent risk financing and risk management services through a financially sound pool to California public agencies, delivered in a timely and responsive cost-effective manner."

SDRMA BOARD OF DIRECTORS
2025 NOMINATION/ELECTION SCHEDULE

2025 Nomination/Election Schedule

| JANUARY | | | | | | |
|---------|----|----|----|----|----|----|
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| FEBRUARY | | | | | | |
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| 23 | 24 | 25 | 26 | 27 | 28 | |

| MARCH | | | | | | |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23/ 30 | 24/ 31 | 25 | 26 | 27 | 28 | 29 |

| APRIL | | | | | | |
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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| MAY | | | | | | |
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| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| JUNE | | | | | | |
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| 29 | 30 | | | | | |

| JULY | | | | | | |
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| AUGUST | | | | | | |
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| SEPTEMBER | | | | | | |
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| OCTOBER | | | | | | |
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| NOVEMBER | | | | | | |
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| 23 | 24 | 25 | 26 | 27 | 28 | 29/ 30 |

| DECEMBER | | | | | | |
|----------|----|----|----|----|----|----|
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| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

TASK TIMELINE

11/5/24 Board approves 2025 Election Schedule

2/5-6 Election Committee is appointed/ratified

3/3 Notification of Election & Nomination

procedure sent to Members

90 days prior to posting of Ballots

5/16 Deadline to return Nominations

30 days prior to Election

5/22 *Tentative* - Election Committee

Meeting - Reviews Nominations (Virtual)

6/16-18 Ballots Posted to MemberPlus

60 days prior to Ballot Receipt Deadline

9/22 Deadline to Submit Ballots

9/25 *Tentative* - Election Committee Meeting to

Verify Election Results (Virtual)

No more than 5 days after 9/22

9/29 Election Committee Notifies Successful

Candidates of Election Results

11/5-6 Directors' Elect are invited to attend

November Board Meeting

1/2026 Newly Elected Directors' Seated and

Election of Officers

SDRMA BOARD OF DIRECTORS
ELECTION POLICY NO. 2024-08

**A POLICY OF THE BOARD OF DIRECTORS OF SPECIAL DISTRICT RISK MANAGEMENT
AUTHORITY ESTABLISHING GUIDELINES FOR DIRECTOR ELECTIONS, DIRECTOR
APPOINTMENTS, AND CREATION OF A SUPERVISING ELECTION COMMITTEE**

WHEREAS, SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) is a joint powers authority, created pursuant to Section 6500, et. seq. of the California Government Code; and

WHEREAS, the Board of Directors recognizes that it is in the best interest of the Authority and its members to adopt a written policy for conducting the business of the Board; and

WHEREAS, establishing guidelines for Director elections and appointments will help ensure a process that is consistent for all nominees and candidates, will promote active participation by SDRMA members in the election/appointment process, and will help ensure election/appointment of the most qualified candidate(s); and

WHEREAS, the Bylaws provide the Board with the option of establishing election guidelines; and

WHEREAS, the Board of Directors of SDRMA has an overriding and compelling interest in ensuring the accuracy of the election/appointment process of its Board members through the creation of an election committee;

NOW, THEREFORE, it is the policy of the Board of Directors of SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY, until such policy shall have been amended or rescinded, that the following procedures shall be followed when conducting Director elections or filling a Director vacancy by appointment:

1.0. Election Schedule

- 1.1. Not later than the first Board meeting of each election year, the Board of Directors shall approve an election schedule based on the following criteria and time frames.

2.0. Election Committee

- 2.1. The Board of Directors herein establishes an election committee with the following composition, duties and responsibilities; The five (5) members of the Election Committee shall include two (2) presently sitting members of the Board of Directors of SDRMA whose seats are not up for election, the Management Analyst & Clerk of the Board of Directors of SDRMA, and the SDRMA Chief Financial Officer. The General

Counsel for SDRMA shall also sit as a member of the Election Committee with the additional obligation of providing legal advice to the balance of the Committee as legal questions may arise.

3.0. Member Notification of Election

- 3.1. Authority staff shall provide emailed notification, of an election for the Board of Directors, to all member agencies during March of each election year. Such notification shall be provided a minimum of ninety (90) days prior to the distribution of ballots and shall include (1) where to locate election documents in MemberPlus; (2) the number of Director seats to be filled by election; and (3) a summary of nomination/election deadline dates.

4.0. Qualifications

- 4.1. A candidate seeking election, re-election or appointment to SDRMA's Board of Directors must be a member of the Governing Body or a management employee of an SDRMA member participating in both the Property/Liability and Workers' Compensation Programs. To qualify as a "management employee," the candidate must be a management-level (as determined by the Governing Body) employee whose wages are reported to the IRS on a "W-2" form. A candidate must also be a California resident (Government Code section 1020(b)). Only one (1) representative from any Member may serve on the Board of Directors at the same time. [Per Bylaws, Article II, (2) (b)]
- 4.2. Each nominated candidate must submit a properly completed "Statement of Qualifications" (required form attached) on or before the filing deadline in May in order for the candidate's name to be placed on the official ballot. A candidate shall provide responses to all questions on the candidate's "Statement of Qualifications". Each nominated candidate's "Statement of Qualifications" must be filed in SDRMA's office on or before the aforementioned deadline by (1) personal delivery; (2) U.S. mail; (3) courier; (4) email; or (5) via MemberPlus. When ballots are provided to the membership, each candidate's "Statement of Qualifications" form will be available to the membership exactly as submitted by the candidate to SDRMA. However, any attachments submitted by the candidate(s) with the Statement of Qualifications will not be provided by SDRMA with the ballots to any members.
- 4.3. If a nominated candidate elects not to use the provided form "Statement of Qualifications," and prepares instead the candidate's own completed form, the candidate's form must include the title "Statement of Qualifications" and contain exactly all information required and requested by the provided form.

NOTE: The candidate's "Statement of Qualifications" form must be submitted as a part of the nominating process. When ballots are made available to the membership, each candidate's "Statement of Qualifications" form will be distributed "exactly as submitted" to SDRMA, except that any attachments submitted by the candidate will not be sent to any SDRMA members.

- 4.4. A candidate who does not submit a Candidate's Statement of Qualifications that complies with Section 4.2 or 4.3 will be disqualified by the SDRMA Election Committee.
- 4.5. A qualified candidate currently serving on the CSDA board of directors must, if elected to the SDRMA board of directors, immediately resign his or her seat on the CSDA board. [Per Memorandum of Understanding, Alliance Executive Council, 9/20/2001.] Such resignation must occur prior to the meeting at which the director-elect takes his or her seat on the SDRMA board.

5.0. Nominating Procedure

- 5.1. Candidates seeking election or reelection must be nominated by action of their respective Governing Body. Only one (1) candidate may be nominated per member agency and one (1) candidate shall not represent more than one (1) member agency. A resolution from the candidate's district/agency Governing Body nominating the candidate must be received by the Authority on or before the scheduled date in May (A sample of the resolution is enclosed). Actual receipt by the Authority on or before the scheduled deadline date in May is required. The resolution nominating the candidate may be hand-delivered to the Authority, sent by U.S. mail, emailed to SDRMA, or uploaded to MemberPlus. In the event a candidate is nominated by two (2) or more member agencies, he or she shall represent the member agency whose nominating resolution is first received by the Authority. The other member agency or agencies that nominated the candidate shall be entitled to select a replacement nominee as long as a resolution nominating the replacement is received by the Authority prior to the scheduled deadline date.
- 5.2. A member may not nominate a candidate unless that member is participating in both the Property/Liability and Workers' Compensation Programs and is in "good standing" on the date the nominations are due. "Good standing" is defined as no accounts receivable due to SDRMA which is more than ninety (90) days past due.
- 5.3. No earlier than the day after the deadline for receipt of nominations, the Election Committee, as hereinabove defined and comprised, shall review all nominations received from members, and will reject any nominations that do not meet all of the qualifications specified and set forth in this policy. The Election Committee's decisions regarding the qualification of nominees are final. Following the Election Committee's

review of all nominations, the Election Committee shall direct that a ballot be prepared stating and listing all of the qualified nominees. The ballot of qualified nominees shall be provided to the membership for election via MemberPlus as described below.

- 5.4. Upon verification or rejection of each nominee by the Election Committee, staff will email acknowledgment to both the nominee and the district/agency of its acceptance or rejection as a qualified nominee for election.
- 5.5. A nominee requesting that his/her nomination be withdrawn prior to the election, shall submit such requests in writing to SDRMA's office a minimum of three (3) days prior to the scheduled date for posting the ballots. After that date, all qualified nominees' names shall appear on the ballot provided to the membership.

6.0. Terms of Directors

- 6.1. The election of directors shall be held in each odd-numbered year. The terms of the directors elected by the Members will be staggered. Four directors will serve four-year terms, to end on December 31 of one odd-numbered year. Three directors will serve four-year terms, to end on December 31 of the alternate odd-numbered year. [Per Bylaws, Article II, (3), paragraph 1].

7.0. Campaigning

- 7.1. SDRMA staff will publish via MemberPlus each qualified candidate's "Statement of Qualifications", "exactly as submitted" by the candidate with the ballots to the membership.
- 7.2. Candidates, at their own expense, may distribute additional information to member agency(s) after the ballots have been published and prior to the election.
- 7.3. SDRMA staff is prohibited from actively promoting a candidate or participating in the election process while on Authority premises.
- 7.4. SDRMA staff may provide member information, mailing lists, financial reports or operational data and information, that is normally available through the Public Records Act, to candidates to assist them in their research and campaigning. In addition to obtaining such information under the Public Records Act, candidates may request SDRMA staff prepare mailing labels for the distribution of campaign materials to member agencies. Under existing policy, charges will apply for this service. The SDRMA logo is trademarked for use by SDRMA only. Neither the logo, nor any other Trademark of SDRMA may be used in any campaign literature. No campaign literature is to imply support of any candidate by SDRMA.

- 7.5. SDRMA election documents for the membership, including ballots and candidates' "Statement of Qualifications", shall be made available via MemberPlus upon sending out an e-blast announcement via email.

8.0. Limitations on Campaigning

- 8.1. As used in this section the following terms have the following meanings:

"Campaign Activity" means any activity that expressly advocates the election or defeat of a candidate or provides direct support to a candidate for his or her candidacy. "Campaign activity" does not include the incidental and minimal use of public resources, such as equipment or office space, or the use of a Candidate's Member Agency email address, for campaign purposes or the use of public resources to nominate a candidate or vote in any Board of Directors election.

"Candidate" means an individual who has been nominated by the Member Agency to have his or her name listed on the ballot for election to the Board of Directors.

"Expenditure" means a payment of Member Agency funds that is used for communications that expressly advocate the election or defeat of a clearly identified candidate. "Expenditure" does not include the use of public funds to nominate a candidate or vote in any Board of Directors election.

"Public resources" means any property or asset owned by the Member Agency, including, but not limited to, land, buildings, facilities, funds, equipment, supplies, telephones, computers, vehicles, travel, and Member Agency-compensated time. "Public resources" does not include a Candidate's use of his/her Member Agency's email address to send information relating to his/her candidacy.

- 8.2. An officer, official, employee, or consultant of a Member Agency may not expend or authorize the expenditure of any of the funds of the Member Agency to support or oppose the election or defeat of a candidate for the Board of Directors.

- 8.3. No officer, official, employee, or consultant of a Member Agency shall use or permit others to use public resources for campaign activity. A Candidate's use of his/her Member Agency email address to send information relating to his/her candidacy shall be considered minimal and incidental.

- 8.4. At any time during an election campaign, if a Member Agency or its officers, officials, employees or consultants violate this section, that Member Agency shall be ineligible to nominate a candidate for the Board of Directors election in which the violation occurred. Any candidate of an offending Member Agency shall be deemed to have

withdrawn his or her candidacy. Prior to declaring a Member Agency ineligible to nominate a candidate or a specific candidate's candidacy withdrawn, the Elections Committee shall hold a hearing to determine whether or not a violation of this section occurred. The hearing shall be conducted pursuant to reasonable procedures that the Elections Committee shall prescribe, provided that the affected Member Agency or candidate shall have an opportunity to dispute the violation. At the conclusion of the hearing, the Elections Committee shall determine by a majority vote whether the violation occurred.

9.0. Balloting

- 9.1. A ballot containing nominees for the Board of Directors, accepted and approved by the Election Committee, shall be made available to each SDRMA member agency via MemberPlus, except as provided in Section 9.2 below, no less than sixty (60) days prior to the deadline for receiving ballots and the closing date for voting. Ballots shall show the date and time the ballots must be received in SDRMA's office.
- 9.2. In the event that the number of qualified/approved nominees is equal to or less than the number of director seats up for election, the distribution of the ballots as outlined in Section 9.1 shall be waived. In this event, the election committee shall inform the Board of Directors of these facts and the Board of Directors shall, at a regular or special meeting, appoint all qualified nominee(s) to the Board. If one or more seats on the Board remain open, the Board of Directors shall fill those seats pursuant to the process set forth for the filling of vacancies in Section 11.0.
- 9.3. Only those qualified nominees approved by the Election Committee will be eligible candidates on the ballot. Write-in candidates shall not be accepted.
- 9.4. It is required that the designated representative for each member vote on behalf of their agency and the ballot MUST be attested to by the designated representative.
- 9.5. A member may not vote unless the member was a member of the Authority in "good standing" on or before the nomination due date for the pending election. "Good standing" is defined as no accounts receivable due to SDRMA which is more than ninety (90) days past due.
- 9.6. A member may cast only one (1) vote for the same candidate. By way of example, if there are four (4) candidates on the ballot, a member may not cast two (2) to four (4) votes for any single candidate. Any ballot casting more than one (1) vote for the same candidate will be considered void.

- 9.7. A member may vote by using the official ballot provided by SDRMA, or a copy of SDRMA's original ballot, or a reasonable duplicate prepared by the member agency. Whichever of the three foregoing formats is used, the ballot must contain a signature. Ballots submitted without a signature will be considered void.
- 9.8. Ballots will be submitted electronically in MemberPlus or may be returned using either hand-delivered, emailed, or mailed in ballots. Mailed in ballots must be addressed to, and hand-delivered ballots must be delivered to, the Special District Risk Management Authority office presently located at 1112 I Street, Suite 300, Sacramento, California 95814-2865.
- 9.9. Any ballot submission received after the specified deadline will not be counted and will be considered void.

10.0. Election Results

- 10.1. Ballots will be tabulated by SDRMA's Election Committee, no more than five (5) days after the closing deadline. Candidates receiving the highest number of votes shall be declared the elected director(s).
- 10.2. In the event of a tie, a coin toss shall be used to determine the elected director. The coin toss shall be conducted by the Election Committee.

PROCEDURE: In the event more than two (2) candidates tie, the coin toss shall be between two (2) candidates at a time based on the order in which their name appeared on the ballot. This process shall be repeated, as needed, in cases where there are more than two (2) candidates.

- 10.3. Excluding tie votes, within five (5) days after the ballots tabulated Authority staff shall advise the candidates and their respective agency via email of the final election results. Copies of the results shall also be emailed/distributed to SDRMA's Board of Directors, staff and consultants and published in the first available CSDA newsletter.
- 10.4. If a director-elect withdraws after the election or fails to accept the Director seat prior to December 31, the Board shall name a new director-elect by going back to the ballots and awarding the seat to the candidate receiving the next highest number of votes during the election.
- 10.5. Staff shall invite newly elected director(s) to attend the last Board meeting of the year after confirmation of election results. Director(s) elect will be reimbursed for expenses, except for director stipends, in accordance with approved director reimbursement policy (copy of policy shall be provided to newly elected directors).

10.6. A member or candidate dissatisfied with the election result may, within ten (10) days after the ballots are received and tabulated, file with the Authority a written challenge and appeal. The challenge and appeal must clearly set forth the complaint and any and all facts in support of the challenge and appeal. Within ten (10) days after the ballots are received and tabulated, the challenge and appeal shall be delivered and received by the Authority. Within five (5) days of receipt of the challenge and appeal, the Authority shall deliver the same to the Election Committee for decision. The Election Committee shall have absolute authority for deciding the challenge and appeal. Notice of the decision of the Election Committee shall be provided to the party filing the challenge and appeal within ten (10) days.

11.0. Director Vacancy

11.1. If a director vacancy(s) occurs (Note 1), appointment of a replacement director for the balance of the unexpired term will be made by the remaining members of the SDRMA Board. In order to accomplish this in an orderly and consistent manner, when a vacancy(s) of an elected Director(s) occurs, the SDRMA Board of Directors, after discussion and consideration, shall, when deemed appropriate, instruct staff to:

- a) notify all then member entities via email that a vacancy has occurred; and
- b) said notice shall refer to the applicable Article in the By-laws in advising member entities and their eligible candidates of the steps to take to apply for appointment; and
- c) the SDRMA Board shall establish the closing date for the receipt of applications; and
- d) candidates shall submit the following, by the date specified in the notice:
 - i) a letter of interest; and
 - ii) a resume, with particular emphasis on the candidate's knowledge of special districts and risk management; and
 - iii) a resolution from, or a letter approved by, the candidate's Governing Body nominating the candidate; and
- e) the Election Committee shall review all applications received, and shall reject any that do not meet all of the qualifications specified and set forth in this policy; and
- f) upon verification or rejection of each application by the Election Committee, staff will email acknowledgement to both the applicant and the district/agency of its acceptance or rejection of the applicant as a qualified candidate for appointment; and
- g) candidates shall be interviewed at the next regularly scheduled meeting of the SDRMA Board of Directors following the date of closure for the applications.
Interviews may
be by telephone or via Zoom or an alternative; and
- h) the SDRMA Board shall make the appointment without undue delay, but need not act at the same meeting.

Note 1: If the Director vacancy occurs within nine (9) months after the date the ballots were counted and certified by the Election Committee or within nine (9) months after a candidate was appointed to fill a vacancy, then the Board shall have the option to interview and appoint the candidate(s) who did not receive sufficient votes to be elected OR to interview and appoint from the pool of candidates from 11.1.g) above. If the Director vacancy occurs in an election year after the Notification of Election is sent to the members, the Board may determine to fill the vacancy by appointing the candidate who receives the next highest number of votes in the election. If the Board determines in its sole discretion that none of these options is appropriate, then staff shall be instructed to proceed with the process described above in steps 11.1 a) to h).

11.2 The appointment process set forth in this section 11.0 shall also be followed in the event open seats remain at the conclusion of any regular election of Board members [see Section 9.2].

Revised and adopted this 26th day of June, 2024 by the Board of Directors of Special District Risk Management Authority, at a regular meeting thereof.

This Policy No. 2024-08 supersedes Policy No. 2023-05 and all other policies inconsistent herewith.

APPROVED:

ATTEST:


Sandy Seifert-Raffelson, President
Board of Directors


Brian Kelley
Chief Executive Officer

SAMPLE
RESOLUTION FOR
CANDIDATE NOMINATION

**A RESOLUTION OF THE [GOVERNING BODY] OF THE [AGENCY NAME]
NOMINATING [CANDIDATE'S NAME] AS A CANDIDATE FOR ELECTION TO THE
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

WHEREAS, the Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code, Section 6500 et.seq., for the purpose of providing risk management and risk financing for California Special Districts and other local government agencies; and

WHEREAS, the Joint Powers Agreement and Bylaws of SDRMA set forth director qualifications, terms of office and election requirements; and

WHEREAS, the Board of Directors of SDRMA established procedures and guidelines for the Director Election process; and

WHEREAS, the SDRMA Board of Directors adopted Board Policy 2024-08, which includes the following requirements for candidate qualification:

- a. A candidate seeking election, re-election or appointment to SDRMA's Board of Directors must be a member of the Governing Body or a management employee (as defined in Section 4.1) of a SDRMA member participating in both the Property/Liability and Workers' Compensation Programs.
- b. Each nominated candidate must submit a properly completed "Statement of Qualifications" on or before the May 16, 2025 filing deadline in order for the candidate's name to be placed on the official ballot.
- c. Candidates seeking election or reelection must be nominated by action of their respective Governing Body through a resolution that must be received by the Authority on or before the May 16, 2025 filing deadline.

NOW THEREFORE, BE IT RESOLVED, the Board of Directors of the Special District Risk Management Authority hereby finds, determines, and resolves as follows:

1. The governing body of [AGENCY NAME] nominates [CANDIDATE'S NAME], its [POSITION TITLE], as a candidate for the Board of Directors of the Special District Risk Management Authority.
2. ***ADD ONLY IF CANDIDATE IS NOT A MEMBER OF THE AGENCY'S GOVERNING BODY***

The [GOVERNING BODY] of [AGENCY NAME] has determined that [CANDIDATE'S NAME] is a management employee for purposes of SDRMA Election Policy 2024-08, Section 4.1.

3. The [GOVERNING BODY] of [AGENCY NAME] further directs that a copy of this Resolution shall be delivered to SDRMA on or before the May 16, 2025 filing

Resolution No. ____

deadline.

PASSED, APPROVED, and ADOPTED, by the [GOVERNING BODY] of [AGENCY NAME], on this [DAY] day of [MONTH], [YEAR], by the following roll call vote:

Ayes:

Noes:

Abstained:

Absent:

APPROVED:

ATTESTED:

President/Governing Body

Administrator/Secretary

No seal

CANDIDATE'S STATEMENT
OF
QUALIFICATIONS

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

Candidate*

District/Agency

Work Address

Work Phone

Cell Phone

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

What is your overall vision for SDRMA? (Response Required)

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____ Date _____

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates
– **no attachments will be accepted**. No statements are endorsed by SDRMA.

Candidate* _____
District/Agency _____
Work Address _____
Work Phone _____ Cell Phone _____

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

**What Board or committee experience do you have that would help you to be an effective Board Member?
(SDRMA or any other organization) (Response Required)**

| |
|--|
| Special District Risk Management Authority Board of Directors Candidate's Statement of Qualifications |
|--|

What special skills, talents, or experience (including volunteer experience) do you have? **(Response Required)**

[illegible]

What is your overall vision for SDRMA? (Response Required)

[illegible]

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____ Date _____

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 8.4

SUBJECT: REQUEST FOR PROPOSAL- Sewer System Management Plan Audit and Update
(Review and Approve by 3/5 vote) (Pg. 96-109)

SUGGESTED ACTION: Authorize the General Manager to release a Request for Proposals (RFP) for the Sewer System Management Plan Audit and Update.

DISCUSSION:

The District owns and operates its wastewater collection and treatment system which includes approximately 8.9 miles of sewer mains, 142 manholes, and an aerated lagoon wastewater treatment plant which serve approximately 775 residential and 40 commercial/industrial connections.

On May 2, 2006, the California State Water Resources Control Board (SWRCB) issued General Order No. 2006-0003-DWQ, establishing Statewide General Waste Discharge Requirements for Sanitary Sewer Systems. This order was later amended by SWRCB General Order No. WQ-2013-0058-EXEC, which took effect on September 9, 2013, updating requirements for monitoring, reporting, and public notification. These regulations apply to all public agencies that own or operate sanitary sewer systems exceeding one mile in length, which collect and transport wastewater to a publicly owned treatment facility.

To comply with these requirements, SMCSO developed their Sanitary Sewer Management Plan (SSMP) in August 2006, and has been reviewed and updated regularly since. The latest SSMP update was in 2020. The SWRCB has since released General Order No. WQ 2022-0103-DWQ which supersedes orders 2006-0003-DWQ and WQ-2013-0058-EXEC, and introduces new requirements for the SSMP including a new SSO Category, additional requirements for reporting and enforcement, and expansion of asset management and preventative maintenance.

SMCSO's existing SSMP needs to be updated to meet the new requirements of this General Order.

Important dates and times are as follows:

| | |
|---------------------------------------|----------------------------|
| Release for Proposals | April 17th 2025 |
| Non-Mandatory Pre-proposal conference | April 24th 2025 at 9am PST |
| Deadline to submit Proposal | May 16th 2025 at 12pm PST |
| Potential contract award | December 19th 2024 |

Requests for Proposals are available at:
[SMCSO RFP & Bid Opportunities](#)

Notice of Request for Proposals will be posted at local plan rooms, local newspaper, sent to contractors requesting such notice and submitted to the state clearing house per District practice.

FISCAL IMPACT:

There are only minor costs associated with the release of this RFP.
Cost to prepare the RFP and for its advertisement paid through regularly budgeted funds.
Future costs of the proposed work will be approved as an adjustment to the approved budget.

PREPARED BY: Kelly Dodds

NON-DISTRICT:



REQUEST FOR QUALIFICATIONS/PROPOSALS

SAN MIGUEL COMMUNITY SERVICES DISTRICT SEWER SYSTEM MANAGEMENT PLAN AUDIT & UPDATE

Issue Date:
April 17th, 2025

Proposal Due Date and Time:
Friday, May 16th, 2025 12:00 pm (Pacific time)

Mailing Address:
PO BOX 180
San Miguel CA 93451

Delivery Address:
1765 Bonita Place
San Miguel CA 93451

Contact:
Kelly Dodds, General Manager Kelly.dodds@sanmiguelcsd.org
phone: 805-467-3388 / fax: 805-467-9212

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE**

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SAN MIGUEL COMMUNITY SERVICES DISTRICT
SANITARY SEWER MANAGEMENT PLAN AUDIT AND UPDATE**

The San Miguel Community Services District (District) has prepared this Request for Qualifications/Proposals (RFQ/P) for engineering services for the update of the District's Sewer System Management Plan (SSMP).

Proposal Due Date: May 16th, 2025, 12 p.m. local time. Any proposals received after this date/time will be returned to the proposer un-opened. It shall be the proposers' responsibility to verify and confirm receipt of the proposals by the specified due date and time.

Proposal Delivery Location: 1765 Bonita Place, San Miguel, CA 93451 or via USPS at PO Box 180, San Miguel, CA 93451. To safeguard against pre-mature opening, all proposals shall be in sealed envelopes/containers, with a label containing proposal title, proposer's name, and proposal due date and time.

Number of Copies of Proposal to be Provided: 2 hard copies delivered to the address above, one electronic copy in PDF format delivered via email to kelly.dodds@sanmiguelcsd.org. The electronic copy shall include a complete copy of the Proposal, EXCLUDING PROPOSED FEES.

Contact: Kelly Dodds, General Manager, San Miguel Community Services District, kelly.dodds@sanmiguelcsd.org, (805) 467-3388 for details and information regarding this RFQ/P and proposal requirements. Firms must notify Kelly Dodds via email of their intent to propose in order to receive any addenda or response to questions.

BACKGROUND

San Miguel is an unincorporated community in San Luis Obispo County, with approximately 2,820 residents. San Miguel is located approximately 7 miles north of the City of Paso Robles. The San Miguel Community Services District was formed in 2000 combining the San Miguel Fire District, County Service Area 1, San Miguel Sanitary District, and San Miguel Lighting Districts. The District currently provides fire services, street lighting and landscaping, wastewater collection and treatment, potable water production and distribution, and solid waste services. The District is Governed by a Board of five Directors and has a General Manager, Director of Utilities, six admin and Utilities Personnel, a Fire Chief, Assistant Fire Chief and up to 20 paid on-call firefighters. The majority of operating funds for the District come from user fees and property tax.

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

The District owns and operates its wastewater collection and treatment system which includes approximately 8.9 miles of sewer mains, 142 manholes, and an aerated lagoon wastewater treatment plant which serve approximately 775 residential and 40 commercial/industrial connections.

On May 2, 2006, the California State Water Resources Control Board (SWRCB) issued General Order No. 2006-0003-DWQ, establishing Statewide General Waste Discharge Requirements for Sanitary Sewer Systems. This order was later amended by SWRCB General Order No. WQ-2013-0058-EXEC, which took effect on September 9, 2013, updating requirements for monitoring, reporting, and public notification. These regulations apply to all public agencies that own or operate sanitary sewer systems exceeding one mile in length, which collect and transport wastewater to a publicly owned treatment facility.

To comply with these requirements, SMCSD developed their Sanitary Sewer Management Plan (SSMP) in August 2006, and has been reviewed and updated regularly since. The latest SSMP update was in 2020. The SWRCB has since released General Order No. WQ 2022-0103-DWQ which supersedes orders 2006-0003-DWQ and WQ-2013-0058-EXEC, and introduces new requirements for the SSMP including a new SSO Category, additional requirements for reporting and enforcement, and expansion of asset management and preventative maintenance. SMCSD's existing SSMP needs to be updated to meet the new requirements of this General Order.

INFORMATION AVAILABLE

Consultants are encouraged to review current available project-related information electronically; such documents will be made available via email by contacting Kelly Dodds. The following documents are available for review electronically:

- SMCSD's current SSMP

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

INQUIRIES DURING PROPOSAL PERIOD

Consultants must direct all inquiries to the District in writing, via email to the General Manager, Kelly Dodds kelly.dodds@sanmiguelcsd.org. All inquiries will be responded to in writing, and questions and responses will be disseminated to all consultant teams for their consideration. The origination of the questions will not be disclosed. **All inquiries must be received no later than Friday May 2nd, 2025 (close of business) in order to receive responses from the District.** Inquiries received after this deadline may not be responded to.

NONMANDATORY VIRTUAL PRE-PROPOSAL MEETING

A nonmandatory virtual pre-proposal meeting will be held on **Thursday April 24, 2025 at 9:00 AM**. This meeting will be held through Microsoft Teams, see information below:

Microsoft Teams Meeting Link:

https://teams.microsoft.com/join/19%3ameeting_NWVIZmEwZTMtMDIiMy00MTA5LTg4ZGMtMmY0ODFhMGE5MTZm%40thread.v2/0?context=%7b%22Tid%22%3a%220e9830e5-35af-4215-bd30-0df45314c5b4%22%2c%22Oid%22%3a%225dd49096-3556-4cbf-8ae6-18cea5e36d21%22%7d

Meeting ID: 299 521 553 481

Passcode: jW6yP3QM

Dial in by phone

+1 949-549-1970,,38410810#

Phone conference ID: 384 108 10#

ADDENDA TO RFP

Through the course of the proposal development, consultants may raise questions concerning the RFQ/P, which may impact proposals. The District will issue addenda as necessary to further clarify the requirements and expectations of the RFQ/P. Consultants shall acknowledge receipt of addenda in the proposal cover letter.

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

PROPOSAL REQUIREMENTS

Submit One Proposal. Prime consultants shall be limited to only one proposal/project team for the Project. Subconsultants, however, may be included in multiple proposals with various prime consultants.

Proposal Rejection or Withdrawal. Late proposals (submitted after the specified due date/time) shall be rejected by the District and returned un-opened to the Proposer. The District reserves the right to accept or reject any or all proposals. Proposals may be withdrawn by a signed written request submitted to the District at any time prior to 5 p.m. of the due date of the proposal.

Project Manager. The Project Manager shall be the same person named as Project Manager in the Proposal and shall be dedicated to this Project as appropriate to execute the project in a timely and effective manner. Should the designated Project Manager not be able to fulfill this commitment during the course of the Project, the Consultant shall notify the District within 10 working days of proposed personnel change and shall submit the qualifications of the new proposed Project Manager, subject to approval by the District.

Agreement. Consultants shall review the District's Standard Agreement, liability, and insurance requirements, included as **Attachment A** to this RFQ/P. Each individual firm submitting a proposal shall meet all the terms and conditions contained in the Agreement, and/or shall submit proposed exceptions to the Agreement in the Consultant's proposal. The District is willing to negotiate such requirements with candidates; however, the Proposer shall bear in mind that should a funding agency used by the District require specific terms and conditions not included in District's Agreement, Consultant shall abide by all funding agency requirements without exception. This Agreement and RFQ/P is for design services.

Agreement Execution. The selected consultant shall execute the written contract included in **Attachment A**, with the District within 10 working days after notice of award has been granted by the District. Failure to accept and execute said Agreement will cancel the notice of award, and the District will continue negotiations with the next highest ranked firm.

Proof of Insurance. The District will require the individual or engineering firm selected to maintain general liability, automobile, workers' compensations, and errors and omissions insurance. The contract will contain provisions requiring the selected firm to indemnify the District and provide that the District Engineer is an independent contractor serving at the will of the District. Other required provisions will include the District's right to terminate the agreement, at its sole discretion, upon the provision of notice. Consultant shall provide proof of insurance in the form, coverages, and amounts specified in the Agreement within 7 working days following notice of contract award. Such insurance proof shall be a pre-condition of contract execution.

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

General Conditions.

- Preference will be given to Firms with offices within 120 miles of the District, Proposer shall indicate where the office that would service this contract is located.
- The District shall not be liable for any pre-contractual expenses incurred by any proposer, nor shall any firm include such expenses as part of the proposed cost. Pre-contractual expenses include any expense incurred by a proposal and negotiation of any terms with the District.
- The District reserves the right to withdraw this RFP at any time without prior notice and to reject any all proposals submitted without indicating any reasons. Any award of contract for services shall be made to the firm best qualified and responsive in the opinion of the District.
- Proposals may, at the District's option, be rejected if they contain any alterations, additions, conditional or alternatives, are incomplete, or contain erasures or irregularities of any kind.
- The District reserves the right to reject any and all proposals. The District expressly reserves the right to postpone submittal opening for its convenience and to reject any and all submittals responding to this RFP.
- Proposal will NOT be opened publicly.
- The selected firm must agree to indemnify and hold harmless the District, its officers, agents and assigns from any liability or loss resulting from suits, claims, or actions brought against the District which result directly or indirectly from the wrongful or negligent actions of the consultant in the performance of the contract.
- The selected firm will be required to comply with all existing State and Federal labor laws including the applicable to equal opportunity employment provisions.
- The District reserves the right to negotiate special requirements and proposed service levels using the selected proposal as a basis. Compensation for services will be negotiated with the selected firm.
- All responses to this RFP shall become the property of the District and will be retained or disposed of accordingly.
- No amendments, additions or alternates shall be accepted after the submission date and time.
- All documents, records, designs, and specifications developed by the selected firm in the course of providing services for the District shall be the property of the District.
- Anything considered to be proprietary in the proposal should be so designated by the firm.
- Acceptance by the District of any proposal submitted pursuant to this RFP shall not constitute any implied intent to enter into a contract for services.
- The District reserves the right to issue a written notice to all participating firms of any change in the proposal requirements or submission schedule should the District determine, in its sole discretion, that such changes are necessary.
- All services provided by the firm shall be in accordance with State, Federal, County, and District's standards.

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

- The selected firm must comply with Government Code section 8355 in matters relating to providing a drug-free workplace.
- The Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. seq., are the governing factors regarding allowable elements of cost.
- The final Agreement between the District and the firm will include the administrative requirements set forth in 49 CFR Part 18, Uniform Administrative Requirement for Grants and Cooperative Agreements to State and Local Governments.

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

PROPOSAL FORMAT

General. Proposals shall be prepared in accordance with the format specified in this section. Proposals that do not follow this format will be subject to rejection by the District. Provide proposals in the following format:

- **Provide your proposed fees in a separate sealed envelope, clearly marked with the proposer's company name and address, and labeled "Proposed Fees for SMCSD SSMP Audit and Update". Prime consultant fees shall be broken down by manhours per task, in accordance with the labor classifications and rates specified, and per Section 4 of the Proposal.**
- **Letter of Transmittal.** Provide a brief transmittal letter (2 pages maximum) transmitting the proposal to the District.
- **Table of Contents.**
- **Section 1. Project Understanding and Approach.** Provide your team's understanding and approach to the overall project. Discuss issues and concerns and express your ideas and methodology on how best to approach and execute the project. Include your approach to project management, teamwork, communications, quality assurance/control, and cost and schedule controls.
- **Section 2. Project Team/Qualifications.** Provide an organization chart showing the proposed team, organization/lines of communication, and team member qualifications germane to this project. Clearly state your proposed Project Manager and corresponding qualifications. The proposed Project Manager must be a California-licensed Professional Engineer. Include all subconsultants as part of the proposed team and describe your past working relationships with each subconsultant. Full resumes shall be placed in Appendix A. Team member references shall be included in Appendix B. Provide a minimum of three references, two of which must be for the proposed Project Manager. State the contact/agency name, brief title/description of project, contact telephone number.
- **Section 3. Relevant Project Experience.** Provide your team's relevant project experience as it relates to the nature of this project, including the experience of proposed subconsultants. Include projects of similar nature, magnitude, and complexity to this project. Provide the year(s) the Work was performed and identify key team members and their roles on the project. Projects listed should be specifically relevant to key aspects of the Project.

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

- **Section 4. Scope of Services.** Provide a detailed scope of services for the project. Embellish on the scope outline in this RFP. Include a subsection in this Section 4 specifically to present any exceptions to the Agreement for Services.
- **Section 5. Conflicts of Interest.** Firms submitting a proposal in response to this RFP must disclose any actual, apparent, direct, or indirect, or potential conflicts of interest that may exist with respect to the firm, management, or employees of the firm or other persons relative to the services to be provided under the Agreement for engineering services to be awarded pursuant to this RFP. If a firm has no conflicts of interest, a statement to that effect shall be included in the Proposal.
- **Section 6. Project Schedule.** Provide a detailed project schedule, in graphic format, along with written explanation of assumptions, or specific details, issues or concerns regarding the proposed schedule. Show graphically and clearly indicate all schedule components, including mandatory compliance schedules, those schedule items for District and agency review, and other items as deemed necessary. Include in the schedule all anticipated time allotments for agency reviews, public participation, and other schedule provisions. Clearly state all assumptions and basis for the proposed schedule. The proposal and project award schedule follows:

| Item | Date |
|---|-----------------------------|
| RFP/Q Issued | 4/17/2025 |
| Pre-Proposal Meeting | 4/24/2025, 9am local time |
| Submit Questions By | 5/2/2025, 5pm local time |
| Responses to Questions Posted By | 5/9/2025, 5pm local time |
| Proposal Due | 5/16/2024, 12 pm local time |
| District Review of Proposals | 5/19/2024 through 6/25/2025 |
| Interviews (if desired by the District) | TBD |
| District Recommendation of Selected Firm/Staff Report | 6/26/2025 |
| Consultant Notice of Contract Award/Begin Contract Negotiations | 6/27/2025 |

- Appendix A. Team Member Resumes
- Appendix B. References
- Appendix C. Billing Rates
- **Fee Estimate. IN A SEPARATE SEALED ENVELOPE,** provide a fee estimate, broken down by personnel, hours, and task, demonstrating your understanding

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

of the scope of work and level of effort required to accomplish all tasks. Provide proposed consultant fees, using the same hourly rates proposed in Consultant's billing rate schedule. Provide the standard billing rate sheets for the prime consultant and each subconsultant and include such billing rate sheets in Appendix C. **DO NOT PROVIDE THIS FEE ESTIMATE AS PART OF THE PROPOSAL, AND DO NOT PROVIDE PROPOSED FEES ON THE THUMB DRIVE. THE PROPOSED FEES SHALL BE SEALED IN A SEPARATE ENVELOPE, CLEARLY MARKED SUCH, AND ENCLOSED WITHIN THE ENVELOPE FOR THE HARD COPIES OF THE PROPOSALS.**

Proposal Length. The District has no required proposal length; however, the District requests Proposers to be concise and to only include information germane to the Proposal.

Other Requirements. The hard copies of proposals shall be bound. **Minimum font size for text shall be 11 point, except for headers, footers, footnotes, etc.**

PROPOSAL RANKING CRITERIA

Proposals will be ranked by the District based on established ranking criteria. The value of each criterion is stated immediately following each criterion. Criteria and relative "point" values are as follows:

- Project Understanding and Approach, 35 points
- Team qualifications, 30 points
- Project Schedule, 15 points
- Responsiveness to RFP, 15 points
- Local Presence, 5 points

All proposals will be ranked on these criteria, and a short-list of a maximum of three firms will be chosen. If interviews are warranted, the District will select the interview times at random and will notify each team as to their respective time slots for interviews. The interviews will consist of a half-hour presentation by the project team, followed by a one-hour question and answer period. The top candidates may be interviewed, and the top firm selected based on the outcome of the respective proposals and interviews. The top-ranked firm will then enter contractual and fee negotiations with the District, and should the District and top-ranked firm not satisfactorily negotiate the agreement, the second-ranked firm will enter negotiations, and so forth.

REQUEST FOR QUALIFICATIONS/PROPOSALS

SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE

OVERVIEW OF SCOPE OF SERVICES

Consultants shall prepare a scope of services for the audit and update of SMCSD's Sanitary Sewer Management Plan. The scope of services shall include services for the tasks listed below.

1. **Progress Meetings and Coordination.** The Consultant's team shall conduct a project kick-off meeting and progress meetings throughout the course of the project. The Consultant shall hold workshops following the Draft Audit Report and Draft SSMP Update submittals to discuss approach decisions and District preferences. The Consultant shall coordinate with the District Engineer to obtain any additional materials or information required for the audit or update. The Consultant shall provide project oversight, QA/QC, and coordination as necessary for successful completion of the contract engineering services.
2. **SSMP Audit.** Consultant shall collect, review, and analyze all available and pertinent documents regarding the Sewer System Management Plan. Consultant shall evaluate the existing SSMP against the SWRCB General Order No. WQ 2022-0103-DWQ and determine for each element if the existing order meets the new requirements and if not, what needs to be modified or added to meet the new requirements.
3. **SSMP Update.** Consultant shall update the existing SSMP based on the findings of the audit and to meet SWRCB General Order No. WQ 2022-0103-DWQ requirements. The Consultant should update or develop relevant attachments as required including but not limited to the Sewer System Map, Overflow Emergency Response Plan and forms, Water Quality Sampling Plan, and Sanitary Sewer Management Plan Audit Form. The Consultant may assume the District will provide up to date Design Criteria and Construction Standards and Specifications, System Evaluations and Condition Assessments, and Capital Improvement Plans for the collection system.

SUMMARY OF DELIVERABLES:

1. Sewer System Management Plan Audit (Draft and Final)
2. Sewer System Management Plan Update (Draft and Final)

**REQUEST FOR QUALIFICATIONS/PROPOSALS
SMCSD SANITARY SEWER MANAGEMENT PLAN AUDIT & UPDATE**

ATTACHMENT A – SMCSD STANDARD AGREEMENT

EJCDC® E-500, Agreement between Owner and Engineer for Professional Services
Available upon Request

**Board of Directors
Staff Report**

April 17, 2025

AGENDA ITEM: 8.5

SUBJECT: Continued from March 27th, 2025, Board Meeting
Establish the dates for applications and sales of "Safe and Sane" fireworks for the 2025 calendar year by
RESOLUTION 2025-09 (**Review and approve by 3/5 vote**) (Pg. 110-111)

SUGGESTED ACTION: Staff recommends that the Board of Directors adopt RESOLUTION 2025-09, establishing the dates for applications and sales duration of "Safe and Sane" fireworks to be sold during the 2025 calendar year.

DISCUSSION:

Continued from March 27th, 2025, Board Meeting:

The District's adopted Fire Code allows for the sale of "Safe and Sane" fireworks from 12:00 PM July 1st to July 4th at 11:59 PM, as defined in Ordinance No. 01-2023.

The filing period for the acceptance of permits for firework sales applications of "Safe and Sane" Fireworks, shall be Thursday, May 1st, 2025, at 8:30 AM through Friday, May 30th, 2025, at 4:30 PM as the permit filing period for fireworks applications. Only complete applications will be accepted by the Board Clerk at 1765 Bonita Place San Miguel, CA. 93451 during business hours 8:30 AM through 4:30 PM Mon-Fri.; No incomplete applications will be accepted. **ALL** fireworks applications that are received after that time will be rejected. The State Fire Code and Local Ordinance 01-2023 limits the use of fireworks to July 4th only.

FISCAL IMPACT:

None – Permit fees collected offset the actual cost to provide additional staffing of the fire department during the selling and use duration.

PREPARED BY: Scott Young

RESOLUTION NO. 2025-09

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
ESTABLISHING THE DATES TO SELL “SAFE AND SANE” FIREWORKS,
AND THE APPLICATION PERIOD FOR CALENDAR YEAR 2025**

WHEREAS, the San Miguel Community Services District was initially formed and established on the first day of February 2000, and

WHEREAS, the Board of Directors, adopted Ordinance 01-2023 establishing a “Safe and Sane” Fireworks Program and authorizing the sale and use of “Safe and Sane” fireworks in San Miguel, and

WHEREAS, Ordinance 01-2023 established the period to use or discharge “Safe and Sane” fireworks as only on July 4th in each year, and

WHEREAS, the Board of Directors desires to establish the period to sell “Safe and Sane” fireworks as 12:00 pm Tuesday, July 1st through 11:59 pm Friday, July 4th for the 2025 calendar year only.

WHEREAS, the Board of Directors desires to establish the period to apply to sell “Safe and Sane Fireworks” commencing application period from 08:30 am Thursday, May 1st through 4:30 pm Friday, May 30th for the 2025 calendar year only.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT DOES HEREBY ASSERT, DECLARE AND PROCLAIM that the period to sell “Safe and Sane Fireworks” in San Miguel is, 12:00 pm Tuesday July 1st through 11:59 pm Friday, July 4th for the calendar year 2025 and the application period for the sale of “Safe and Sane Fireworks” is Thursday May 1st, 08:30 am through Friday, May 30th 4:30 pm for the calendar year 2025.

On an motion to approve this resolution made by _____, seconded by _____,
and by following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed by a roll call vote and adopted this 17th day of April 2025.

Scott Young, Fire Chief

Ashley Sangster, President Board of Directors

ATTEST:

APPROVED AS TO FORM:

Tamara Parent, Board Clerk

Christina M. Pritchard, Deputy General Counsel

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 8.6

SUBJECT: Continued from March 27th, 2025, Board Meeting
Review and approve firework permit fees for 2025 calendar year by RESOLUTION 2025-10 (**Review and approve by 3/5 vote**) (Pg. 112-115)

SUGGESTED ACTION: Review and approve RESOLUTION 2025-10 establishing "Safe and Sane" firework permit fees

DISCUSSION:

Continued from March 27th, 2025, Board Meeting.

The District receives applications for the sale of Safe & Sane fireworks from the non-profit groups located within San Miguel as a fundraising event for various community sponsored programs.

Permit fees are collected to assure adequate emergency response personnel are available throughout the sales duration. The fees collected offset the District's cost for Fire Department personnel. Fees are based on the current Firefighter Stand-By Pay rate. The required fee shall be set at \$2,173.00 per booth in order to recover the direct cost for staffing during the four days sales duration.

This year 2025, Staff is recommending that the Board set permit fees as follows:

1. A two thousand one hundred seventy-three dollar (\$2,173.00) non-refundable permit fee per permit, due and payable upon submittal of the permit application, is to be charged to those organizations that desire to sell "Safe and Sane" fireworks, in order to cover the District's reasonable costs in administering and enforcing the provisions of Ordinance 01-2023. These fees shall be non-refundable.
 2. A \$500 clean-up fee is to be charged, which may be refunded in whole or in part if the sale location and public areas where "Safe and Sane" fireworks are used are free of used and spent fireworks and related materials by July 5, as determined by the Fire Chief.
 3. The permittee shall furnish to the Fire Chief a policy of public liability and property damage insurance; with no deductible, with limits of bodily injury of not less than one million dollars (\$1,000,000) for one person or three million dollars (\$3,000,000) for each occurrence annually and with a limit of property damage liability of not less than one million dollars (\$1,000,000) for each occurrence as payment for damages to persons or property which may result from, or be caused by, any negligence on the part of the permittee or his or its agents, servants, employees, or subcontractors.
 4. The District and its officers, directors, and employees shall be named as additional insured under such public liability policy. A certificate of insurance consistent with the above shall be presented prior to sale and shall provide that the insurer will not cancel or reduce the coverage without thirty (30) days prior written notice to the District.
-

FISCAL IMPACT:

The \$2,173.00 permit fee per booth will cover all administrative and staffing costs associated with

standby coverage for fireworks sales. There will be no additional cost for coverage to the District.

PREPARED BY: Scott Young

RESOLUTION NO. 2025-10

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
ESTABLISHING FEES FOR THE SALE AND USE OF
“SAFE AND SANE” FIREWORKS IN SAN MIGUEL**

WHEREAS, the San Miguel Community Services District was initially formed and established on February 1, 2000; and

WHEREAS, the Board of Directors, adopted Ordinance 01-2023 establishing a “Safe and Sane” Fireworks Program and authorizing the sale and use of “Safe and Sane” fireworks in San Miguel, and

WHEREAS, it is necessary to establish a fee schedule for the sale of “Safe and Sane” fireworks in San Miguel.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT AS FOLLOWS:

- 1) A two thousand one hundred seventy-three dollar (\$2,173.00) non-refundable permit fee per permit, due and payable upon submittal of the permit application, is to be charged to those organizations that desire to sell “Safe and Sane” fireworks, in order to cover the District’s reasonable costs in administering and enforcing the provisions of Ordinance 01-2023. These fees shall be non-refundable.
- 2) A \$500 clean-up fee is to be charged, which may be refunded in whole or in part if the sale location and public areas where “Safe and Sane” fireworks are used are free of used and spent fireworks and related materials by July 5, as determined by the Fire Chief.
- 3) The permittee shall furnish to the Fire Chief a policy of public liability and property damage insurance; with no deductible, with limits of bodily injury of not less than one million dollars (\$1,000,000) for one person or three million dollars (\$3,000,000) for each occurrence annually and with a limit of property damage liability of not less than one million dollars (\$1,000,000) for each occurrence as payment for damages to persons or property which may result from, or be caused by, any negligence on the part of the permittee or his or its agents, servants, employees, or subcontractors.
- 4) The District and its officers, directors, and employees shall be named as additional insured under such public liability policy. A certificate of insurance consistent with the above shall be presented prior to sale and shall provide that the insurer will not cancel or reduce the coverage without thirty (30) days prior written notice to the District.

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

AYES:

Page 1 of 2
Resolution No 2025-10

NOES:
ABSENT:
ABSTAINING:

The foregoing Resolution is hereby passed by a roll call vote and adopted this 17th day of April 2025.

Scott Young, Fire Chief

Ashley Sangster, President Board of Directors

ATTEST:

APPROVED AS TO FORM:

Tamara Parent, Board Clerk

Christina M. Pritchard, Deputy General Counsel

**Board of Directors
Staff Report**

April 17, 2025

AGENDA ITEM: 8.7

SUBJECT: Declare hazardous weeds a public nuisance within the San Miguel Community Services District. **(Approve by 3/5 vote)** (Pg. 116-128)

SUGGESTED ACTION: Review and approve RESOLUTION 2025-11 declaring hazardous weeds a public nuisance and direct staff to proceed with mailing notices to abate.

DISCUSSION:

The District Fire Department conducts a weed abatement program to reduce fuel load and eliminate fire hazards, pursuant to the authority contained in Government Code Section 61100(t), Health and Safety Code Section 14875 *et seq*, and 2022 California Fire Code Sections 4907 & 4908. Abatement is initiated by resolution adoption declaring weeds and accumulation of fuels on identified properties as a public nuisance. Annually, the Fire Department inspects all parcels within its service boundaries for compliance with its weed abatement program. The parcels listed in Exhibit “A” in the attached Resolution were determined to be non-compliant with 428 lots/addresses deemed a public nuisance.

A formal notice to abate is sent to property owners following adoption of the attached Resolution.

In accordance with the comprehensive weed abatement procedures set forth in the Health and Safety Code, a public meeting is scheduled for May 22nd, 2025, to consider any objections by affected property owners. All parcels not corrected shall be placed on a list for abatement. Costs of abatement are placed as an assessment on each parcel’s property tax bill.

FISCAL IMPACT:

None. The costs of abatement are paid by the affected property owner.

PREPARED BY: Scott Young

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|--|
| 1 | 021-012-030 | 315 LADRILLOS WY SMIG |
| 2 | 021-012-033 | 1978 L ST SMIG |
| 3 | 021-013-035 | 1907 L ST SMIG |
| 4 | 021-013-058 | 000.87AC VACAN L ST SMIG |
| 5 | 021-051-017 | T25S R12E PTN SEC 16 |
| 6 | 021-051-020 | BOE 872-40-10E PAR 20 |
| 7 | 021-051-021 | BOE 872-40-10B PAR 13 |
| 8 | 021-051-022 | BOE 872-40-10D PAR 19 |
| 9 | 021-051-023 | BOE 872-40-10B PAR 14 |
| 10 | 021-071-001 | 002.11AC VACANT |
| 11 | 021-081-007 | 002.75AC VAC IN SAN MIG P TN BLKS 21 & 38 ABD RD |
| 12 | 021-091-007 | 1715 MISSION ST SMIG |
| 13 | 021-091-008 | 1703 MISSION ST SMIG |
| 14 | 021-091-016 | 1803 MISSION ST SMIG |
| 15 | 021-091-017 | 1769 MISSION ST SMIG |
| 16 | 021-092-002 | TN SAN MIGUEL BL 68 & PTN ABD RD 17TH ST SMIG |
| 17 | 021-111-009 | 003.51AC VAC TN SAN MIG P TN BL 54 & ABD RDS |
| 18 | 021-111-014 | 1617 MISSION ST SMIG |
| 19 | 021-112-002 | TN SAN MIGUEL BL 67 & PTN ABD RD 16TH ST SMIG |
| 20 | 021-121-002 | 1599 K ST SMIG |
| 21 | 021-121-008 | 1501 K ST SMIG |
| 22 | 021-121-009 | 1547 K ST SMIG |
| 23 | 021-121-010 | 1551 K ST SMIG |
| 24 | 021-122-001 | 1590 K ST SMIG |
| 25 | 021-122-002 | 220 16TH ST SMIG |
| 26 | 021-122-002 | 240 16TH ST SMIG |
| 27 | 021-122-005 | 1560 K ST SMIG |
| 28 | 021-122-006 | 1540 K ST SMIG |
| 29 | 021-122-007 | 1540 K ST SMIG |
| 30 | 021-122-008 | 1532 K ST SMIG |
| 31 | 021-122-012 | 1599 L ST SMIG |
| 32 | 021-122-017 | 1555 L ST SMIG |
| 33 | 021-122-018 | 1567 L ST SMIG |
| 34 | 021-122-019 | 1565 L ST SMIG |
| 35 | 021-122-022 | 235 15TH ST SMIG |
| 36 | 021-122-023 | 1515 L ST SMIG |
| 37 | 021-122-024 | 1525 L ST SMIG |
| 38 | 021-122-025 | 1535 L ST SMIG |
| 39 | 021-131-002 | 1594 L ST SMIG |
| 40 | 021-131-004 | 1588 L ST SMIG |
| 41 | 021-131-011 | 1525 MISSION ST SMIG |
| 42 | 021-131-012 | 1560 L ST SMIG |
| 43 | 021-131-013 | 1548 L ST SMIG |

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|-----------------------------------|
| 44 | 021-131-016 | 1575 MISSION ST SMIG |
| 45 | 021-131-020 | 349 15TH ST SMIG |
| 46 | 021-131-023 | 1599 MISSION ST SMIG |
| 47 | 021-131-024 | 1598 L ST SMIG |
| 48 | 021-131-028 | 1516 L ST SMIG |
| 49 | 021-141-006 | 1498 MISSION ST SMIG |
| 50 | 021-141-006 | 1540 MISSION ST SMIG |
| 51 | 021-141-007 | 1530 MISSION ST SMIG |
| 52 | 021-141-008 | 1520 MISSION ST SMIG |
| 53 | 021-141-009 | 1510 MISSION ST SMIG |
| 54 | 021-141-010 | 1490 MISSION ST SMIG |
| 55 | 021-141-011 | 1480 MISSION ST SMIG |
| 56 | 021-141-013 | 1460 MISSION ST SMIG |
| 57 | 021-141-014 | 1450 MISSION ST SMIG |
| 58 | 021-141-015 | 1440 MISSION ST SMIG |
| 59 | 021-141-016 | 1430 MISSION ST SMIG |
| 60 | 021-141-017 | 1401 N ST SMIG |
| 61 | 021-141-024 | PM 63/67-71 PAR 8 MISSION ST SMIG |
| 62 | 021-151-043 | T25S R12E PTN SEC 16 16TH ST SMIG |
| 63 | 021-151-045 | TR 2136 LT 47 15TH ST SMIG |
| 64 | 021-151-055 | 1596 RIO VIEW PL SMIG |
| 65 | 021-151-058 | 875 16TH ST SMIG |
| 66 | 021-152-010 | 623 POQUITA LN SMIG |
| 67 | 021-152-011 | 611 POQUITA LN SMIG |
| 68 | 021-152-014 | 650 POQUITA LN SMIG |
| 69 | 021-152-027 | 1550 BONITA PL SMIG |
| 70 | 021-152-031 | 1590 BONITA PL SMIG |
| 71 | 021-152-036 | 1540 N ST SMIG |
| 72 | 021-152-041 | 540 16TH ST SMIG |
| 73 | 021-152-046 | 1520 N ST SMIG |
| 74 | 021-153-018 | 695 TIELO ST SMIG |
| 75 | 021-153-039 | 1625 ALDO WY SMIG |
| 76 | 021-153-041 | 1645 ALDO WY SMIG |
| 77 | 021-153-047 | 1625 BONITA PL SMIG |
| 78 | 021-153-049 | 1620 ALDO WY SMIG |
| 79 | 021-154-007 | 1535 VERDE PL SMIG |
| 80 | 021-155-001 | 815 15TH ST SMIG |
| 81 | 021-156-005 | 895 CAMINO DEL SOL SMIG |
| 82 | 021-157-012 | 750 ARMAND AV SMIG |
| 83 | 021-157-015 | 790 ARMAND AV SMIG |
| 84 | 021-157-016 | 775 ARMAND AV SMIG |
| 85 | 021-157-036 | 675 ARMAND AV SMIG |
| 86 | 021-157-039 | 625 ARMAND AV SMIG |

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|---|
| 87 | 021-157-042 | TR 2605 LT 42 BENEDICT ST SMIG |
| 88 | 021-158-012 | 1650 VERDE PL SMIG |
| 89 | 021-158-012 | 1656 VERDE PL SMIG |
| 90 | 021-158-013 | TR 2750 LT 13 |
| 91 | 021-161-002 | 1499 K ST SMIG |
| 92 | 021-161-005 | 1421 K ST SMIG |
| 93 | 021-161-007 | 1441 K ST SMIG |
| 94 | 021-162-001 | 1498 K ST SMIG |
| 95 | 021-162-004 | 1440 K ST SMIG |
| 96 | 021-162-006 | 1420 K ST SMIG |
| 97 | 021-162-007 | 205 14TH ST SMIG |
| 98 | 021-162-007 | 207 14TH ST SMIG |
| 99 | 021-162-008 | 1499 L ST SMIG |
| 100 | 021-162-010 | 1425 L ST SMIG |
| 101 | 021-162-011 | 1415 L ST SMIG |
| 102 | 021-162-013 | 1470 K ST SMIG |
| 103 | 021-162-015 | 1473 L ST SMIG |
| 104 | 021-171-001 | 340 15TH ST SMIG |
| 105 | 021-171-003 | 1472 L ST SMIG |
| 106 | 021-171-009 | TN SAN MIGUEL BL 56 LTS 1 & 2 MISSION ST SMIG |
| 107 | 021-171-019 | 1485 MISSION ST SMIG |
| 108 | 021-171-020 | 1471 MISSION ST SMIG |
| 109 | 021-181-001 | TN SAN MIGUEL BL 71 LTS 1 TO 3 |
| 110 | 021-181-005 | 520 14TH ST SMIG |
| 111 | 021-181-008 | 1428 N ST SMIG |
| 112 | 021-191-003 | 1401 PRADO PL SMIG |
| 113 | 021-191-004 | 1485 PRADO PL SMIG |
| 114 | 021-192-001 | 600 15TH ST SMIG |
| 115 | 021-192-006 | 1429 BONITA PL SMIG |
| 116 | 021-192-011 | 1499 BONITA PL SMIG |
| 117 | 021-192-017 | 1449 BONITA PL SMIG |
| 118 | 021-192-021 | 1420 PRADO PL SMIG |
| 119 | 021-192-022 | 625 RIVER RD SMIG |
| 120 | 021-192-022 | 601 RIVER RD SMIG |
| 121 | 021-192-023 | 675 RIVER RD SMIG |
| 122 | 021-192-023 | 699 RIVER RD SMIG |
| 123 | 021-193-002 | 1499 VERDE PL SMIG |
| 124 | 021-193-004 | 1448 BONITA PL SMIG |
| 125 | 021-193-007 | 1420 BONITA PL SMIG |
| 126 | 021-193-012 | 1400 BONITA PL SMIG |
| 127 | 021-193-014 | 1415 VERDE PL SMIG |
| 128 | 021-193-014 | 1435 VERDE PL SMIG |
| 129 | 021-193-015 | 720 15TH ST SMIG |

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|---|
| 130 | 021-193-018 | 785 RIVER RD SMIG |
| 131 | 021-193-019 | 1455 VERDE PL SMIG |
| 132 | 021-193-020 | 1465 VERDE PL SMIG |
| 133 | 021-194-014 | 1416 VERDE PL SMIG |
| 134 | 021-194-017 | 1450 VERDE PL SMIG |
| 135 | 021-194-017 | 1454 VERDE PL SMIG |
| 136 | 021-194-018 | 1436 VERDE PL SMIG |
| 137 | 021-194-018 | 1438 VERDE PL SMIG |
| 138 | 021-194-020 | 1435 RIO VISTA PL SMIG |
| 139 | 021-194-021 | 1494 VERDE PL SMIG |
| 140 | 021-194-021 | 1493 VERDE PL SMIG |
| 141 | 021-194-023 | 1475 RIO VIEW PL SMIG |
| 142 | 021-194-026 | 845 RIVER RD SMIG |
| 143 | 021-195-001 | 1496 RIO VIEW PL SMIG |
| 144 | 021-195-005 | 1400 RIO VIEW PL SMIG |
| 145 | 021-195-006 | 1420 RIO VISTA PL SMIG |
| 146 | 021-195-007 | 002.00AC VACANT 15TH ST SMIG |
| 147 | 021-195-009 | 1436 RIO VISTA PL SMIG |
| 148 | 021-195-009 | 1438 RIO VISTA PL SMIG |
| 149 | 021-201-002 | 1399 K ST SMIG |
| 150 | 021-201-004 | 1343 K ST SMIG |
| 151 | 021-201-005 | 1325 K ST SMIG |
| 152 | 021-201-012 | 1377 K ST SMIG |
| 153 | 021-202-001 | 1396 K ST SMIG |
| 154 | 021-202-004 | 1366 K ST SMIG |
| 155 | 021-202-005 | 1354 K ST SMIG |
| 156 | 021-202-007 | 298 14TH ST SMIG |
| 157 | 021-202-012 | 1301 L ST SMIG |
| 158 | 021-202-016 | TN SAN MIG BL 34 LTS 17 & 18 K ST SMIG |
| 159 | 021-202-019 | 1320 K ST SMIG |
| 160 | 021-211-002 | 1352 L ST SMIG |
| 161 | 021-211-002 | 1360 L ST SMIG |
| 162 | 021-211-002 | 1356 L ST SMIG |
| 163 | 021-211-012 | 1337 MISSION ST SMIG |
| 164 | 021-211-016 | 1383 MISSION ST SMIG |
| 165 | 021-211-016 | 1395 MISSION ST SMIG |
| 166 | 021-221-012 | 1150 MISSION ST SMIG |
| 167 | 021-221-030 | TR 2995 LT 10 |
| 168 | 021-221-032 | TR 2995 LT 12 |
| 169 | 021-221-042 | BOE 872-40-10K PAR 28 PTN |
| 170 | 021-231-004 | 1350 N ST SMIG |
| 171 | 021-231-005 | 590 14TH ST SMIG |
| 172 | 021-231-007 | TN SAN MIGUEL BL 73 LTS 1 TO 4 & PTN ST |

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|--|
| 173 | 021-231-008 | TN SAN MIGUEL BL 73 LOT 5 & PTN LT 6 |
| 174 | 021-231-013 | T25S R12E PTN SEC 16 |
| 175 | 021-231-016 | T25S R12E PTN SEC 16 |
| 176 | 021-231-017 | 599 12TH ST SMIG |
| 177 | 021-231-018 | 601 12TH ST SMIG |
| 178 | 021-231-022 | 1250 N ST SMIG |
| 179 | 021-231-024 | 1222 N ST SMIG |
| 180 | 021-231-024 | 1224 N ST SMIG |
| 181 | 021-231-025 | TN SAN MIG BL 72 LT 16 |
| 182 | 021-231-026 | 1300 N ST SMIG |
| 183 | 021-231-027 | TN SAN MIG BL 72 PTN ABD ST |
| 184 | 021-231-028 | TN SAN MIGUEL BL 73 PTN LTS 15 & 16 |
| 185 | 021-231-030 | 515 14TH ST SMIG |
| 186 | 021-231-030 | 535 14TH ST SMIG |
| 187 | 021-231-030 | 555 14TH ST SMIG |
| 188 | 021-231-030 | 575 14TH ST SMIG |
| 189 | 021-231-032 | TN SAN MIGUEL BL 73 PTN L TS 15,16 & PTN AB |
| 190 | 021-231-033 | PTN ABD RD 12TH ST SMIG |
| 191 | 021-231-035 | 1380 N ST SMIG |
| 192 | 021-231-035 | 1382 N ST SMIG |
| 193 | 021-231-038 | 549 12TH ST SMIG |
| 194 | 021-231-041 | TN SAN MIGUEL BL 73 PTN L TS 10 THRU 14 N ST SMIG |
| 195 | 021-241-001 | 700 RIVER RD SMIG |
| 196 | 021-241-001 | 600 RIVER RD SMIG |
| 197 | 021-241-018 | TN SAN MIG T25S R12E PTN SEC 16 |
| 198 | 021-241-020 | T25S R12E PTN SEC 16 12TH SMIG |
| 199 | 021-241-022 | BOE 872-40-10H PAR 25 11TH ST SMIG |
| 200 | 021-241-028 | 675 12TH ST SMIG |
| 201 | 021-241-030 | T25S R12E PTN SEC 16 |
| 202 | 021-241-031 | T25S R12E PTN SEC 16 |
| 203 | 021-241-032 | PM 31/82 PTN PAR B & T25S R12E PTN SEC 16 12TH ST SMIG |
| 204 | 021-241-033 | 640 11TH ST SMIG |
| 205 | 021-242-006 | 805 RIO MESA CIR SMIG |
| 206 | 021-242-007 | 809 RIO MESA CIR SMIG |
| 207 | 021-242-023 | 998 RIVER RD SMIG |
| 208 | 021-242-024 | TR 2637-1 LT 60 RIVER RD SMIG |
| 209 | 021-243-003 | 562 TEMA ST SMIG |
| 210 | 021-243-004 | 540 TEMA ST SMIG |
| 211 | 021-243-006 | 518 TEMA ST SMIG |
| 212 | 021-243-008 | 1060 N ST SMIG |
| 213 | 021-243-011 | 531 TEMA ST SMIG |
| 214 | 021-243-012 | 541 TEMA ST SMIG |
| 215 | 021-243-013 | 561 TEMA ST SMIG |

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|--|
| 216 | 021-243-014 | 581 TEMA ST SMIG |
| 217 | 021-243-017 | 578 11TH ST SMIG |
| 218 | 021-251-001 | 1325 K ST SMIG |
| 219 | 021-252-002 | 000.94AC RECREATION |
| 220 | 021-252-004 | 000.60AC BUILDING |
| 221 | 021-252-009 | 249 12TH ST SMIG |
| 222 | 021-252-013 | 1235 L ST SMIG |
| 223 | 021-252-014 | 1237 L ST SMIG |
| 224 | 021-252-015 | 1243 L ST SMIG |
| 225 | 021-261-001 | 300 13TH ST SMIG |
| 226 | 021-261-004 | 1238 L ST SMIG |
| 227 | 021-261-005 | 1226 L ST SMIG |
| 228 | 021-261-005 | 1224 L ST SMIG |
| 229 | 021-261-007 | 347 12TH ST SMIG |
| 230 | 021-261-021 | 1205 MISSION ST SMIG |
| 231 | 021-271-001 | 1185 K ST SMIG |
| 232 | 021-271-003 | 1120 K ST SMIG |
| 233 | 021-271-003 | 1121 K ST SMIG |
| 234 | 021-272-016 | 1122 K ST SMIG |
| 235 | 021-272-019 | 1199 L ST SMIG |
| 236 | 021-272-020 | 1175 L ST SMIG |
| 237 | 021-272-025 | 1109 L ST SMIG |
| 238 | 021-272-026 | 1115 L ST SMIG |
| 239 | 021-281-011 | TN SAN MIGUEL BL 59 LT 7 MISSION ST SMIG |
| 240 | 021-281-013 | 1125 MISSION ST SMIG |
| 241 | 021-281-014 | 1111 MISSION ST SMIG |
| 242 | 021-291-001 | 1190 N ST SMIG |
| 243 | 021-291-001 | 1192 N ST SMIG |
| 244 | 021-291-001 | 1194 N ST SMIG |
| 245 | 021-291-001 | 1196 N ST SMIG |
| 246 | 021-291-002 | 1178 N ST SMIG |
| 247 | 021-291-002 | 1176 N ST SMIG |
| 248 | 021-291-002 | 1174 N ST SMIG |
| 249 | 021-291-004 | 1124 N ST SMIG |
| 250 | 021-291-005 | 505 11TH ST 1-5 SMIG |
| 251 | 021-291-011 | 1166 N ST SMIG |
| 252 | 021-291-012 | 560 12TH ST SMIG |
| 253 | 021-291-013 | 1140 N ST SMIG |
| 254 | 021-301-004 | TN SAN MIG BL 28 PTN LTS 7 TO 16 K ST SMIG |
| 255 | 021-301-006 | 1099 K ST SMIG |
| 256 | 021-302-006 | 1071 L ST SMIG |
| 257 | 021-302-008 | 1010 L ST A-J SMIG |
| 258 | 021-302-010 | TN SAN MIGUEL BL 31 LTS 10 TO 12 |

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|--|
| 259 | 021-302-014 | 1063 L ST SMIG |
| 260 | 021-302-016 | 1040 K ST SMIG |
| 261 | 021-311-004 | 301 10TH ST SMIG |
| 262 | 021-311-006 | 352 11TH ST SMIG |
| 263 | 021-311-007 | 1097 MISSION ST SMIG |
| 264 | 021-311-013 | 1017 MISSION ST SMIG |
| 265 | 021-311-014 | 1023 MISSION ST SMIG |
| 266 | 021-322-003 | 976 K ST SMIG |
| 267 | 021-322-005 | 260 10TH ST SMIG |
| 268 | 021-322-013 | 965 L ST A SMIG |
| 269 | 021-322-013 | 965 L ST B SMIG |
| 270 | 021-322-013 | 967 L ST A SMIG |
| 271 | 021-322-013 | 967 L ST B SMIG |
| 272 | 021-322-014 | 947 L ST SMIG |
| 273 | 021-322-015 | 939 L ST SMIG |
| 274 | 021-323-001 | 238 9TH ST SMIG |
| 275 | 021-323-004 | 252 9TH ST SMIG |
| 276 | 021-331-019 | MCD ADD BL 61 LT 4,5,PTN LT 3 & PTN ABD RD MISSION ST SMIG |
| 277 | 021-331-032 | 972 L ST SMIG |
| 278 | 021-331-034 | 968 L ST SMIG |
| 279 | 021-331-034 | 966 L ST SMIG |
| 280 | 021-341-001 | 890 L ST SMIG |
| 281 | 021-341-002 | 888 L ST SMIG |
| 282 | 021-341-005 | 850 L ST SMIG |
| 283 | 021-341-006 | 333 SAN LUIS OBISPO RD SMIG |
| 284 | 021-341-008 | 899 MISSION SMIG |
| 285 | 021-341-009 | 851 MISSION SMIG |
| 286 | 021-351-002 | PM 25/90 PAR 2 MISSION ST SMIG |
| 287 | 021-351-003 | PM 25/90 PAR 1 & PTN ABD RD MISSION ST SMIG |
| 288 | 021-351-004 | T25S R12E SEC 20 PTN LT 3 7 |
| 289 | 021-351-006 | T25S R12E SEC 20 PTN LT 3 8 MISSION ST SMIG |
| 290 | 021-351-008 | SBE 872-40-10F PTN PAR 21 |
| 291 | 021-352-001 | 795 SLO MONTEREY RD SMIG |
| 292 | 021-361-001 | TN SAN MIGUEL T25S R12E PTN SEC 21 SMIG |
| 293 | 021-361-002 | TN SAN MIGUEL T25S R12E PTN SEC 2 SOKA WY SMIG |
| 294 | 021-361-010 | 926 SOKA WY SMIG |
| 295 | 021-362-016 | 1015 WIMER WY SMIG |
| 296 | 021-362-018 | 1035 WIMER WY SMIG |
| 297 | 021-362-039 | TR 3131 LT 16 |
| 298 | 021-363-001 | 983 MAKEWE AVE SMIG |
| 299 | 021-363-003 | 975 MAKEWE AVE SMIG |
| 300 | 021-363-004 | 973 MAKEWE AVE AV SMIG |
| 301 | 021-363-004 | 967 MAKEWE AV SMIG |

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|---|
| 302 | 021-363-004 | 973 MAKEWE AV SMIG |
| 303 | 021-363-006 | 965 MAKEWE AVE SMIG |
| 304 | 021-363-007 | 963 MAKEWE AVE SMIG |
| 305 | 021-363-010 | 635 CATALA WY SMIG |
| 306 | 021-363-011 | 645 CATALA WY SMIG |
| 307 | 021-363-016 | 695 CATALA WY SMIG |
| 308 | 021-363-017 | 640 CATALA WY SMIG |
| 309 | 021-363-034 | 932 SOKA WY SMIG |
| 310 | 021-363-036 | 928 SOKA WY SMIG |
| 311 | 021-363-037 | 926 SOKA WY SMIG |
| 312 | 021-371-001 | T25S R12E SEC 20 PTN CEMETERY RD SMIG |
| 313 | 021-371-002 | 777 MONTEREY RD SMIG |
| 314 | 021-371-003 | T25S R12E PTN SEC 20 MONTEREY RD SMIG |
| 315 | 021-371-005 | T25S R12E PTN SEC 20 |
| 316 | 021-381-007 | 700 MISSION SMIG |
| 317 | 021-381-009 | SBE 872-40-10G PTN PAR 23 |
| 318 | 021-391-001 | T25S R12E PTN SEC 20 WE 10TH ST SMIG |
| 319 | 021-391-002 | T25S R12E PTNS SECS 17 & 20 WE 10TH ST SMIG |
| 320 | 021-401-008 | 650 11TH ST SMIG |
| 321 | 021-401-008 | 580 11TH ST SMIG |
| 322 | 021-401-009 | 565 EA 11TH ST SMIG |
| 323 | 021-401-011 | 124 LUBOVA WY SMIG |
| 324 | 021-401-011 | 125 LUBOVA WY SMIG |
| 325 | 021-401-016 | 652 11TH ST SMIG |
| 326 | 021-401-017 | T25S R12E PTN SEC 16 11TH ST SMIG |
| 327 | 021-401-018 | 100 LUBOVA WY SMIG |
| 328 | 027-011-018 | 3200 MISSION ST NCSAL |
| 329 | 027-011-019 | 2425 MISSION ST NCSAL |
| 330 | 027-011-019 | 2423 MISSION ST NCSAL |
| 331 | 027-011-019 | 2427 MISSION ST NCSAL |
| 332 | 027-011-043 | SBE 872-40-9 PTN PAR 2 |
| 333 | 027-011-045 | 2230 MISSION ST NCSAL |
| 334 | 027-011-046 | BOE 872-40-09A PAR 3 |
| 335 | 027-011-047 | BOE 872-40-10D PAR 17 |
| 336 | 027-011-048 | BOE 872-40-010 PAR 1 |
| 337 | 027-221-002 | 8795 RIVER RD SMIG |
| 338 | 027-221-003 | 8705 MISSION LN SMIG |
| 339 | 027-221-004 | 8640 SAN PABLO DR SMIG |
| 340 | 027-221-008 | 8706 OAK DR SMIG |
| 341 | 027-221-011 | 2882 SAN PABLO DR SMIG |
| 342 | 027-221-017 | 9750 NO RIVER RD SMIG |
| 343 | 027-221-017 | 9756 NO RIVER RD SMIG |
| 344 | 027-221-023 | 2884 SAN PABLO LN SMIG |

2025 SMFD Weed Abatement
1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|--|
| 345 | 027-221-025 | 8665 MISSION LN SMIG |
| 346 | 027-221-025 | 8671 MISSION LN SMIG |
| 347 | 027-221-033 | 3170 SAN PABLO DR SMIG |
| 348 | 027-221-036 | 9630 NO RIVER RD SMIG |
| 349 | 027-221-039 | 8655 MISSION LN SMIG |
| 350 | 027-221-039 | 8657 MISSION LN SMIG |
| 351 | 027-221-041 | 8750 OAK DR SMIG |
| 352 | 027-221-041 | 8810 OAK DR SMIG |
| 353 | 027-221-041 | 8775 OAK DR SMIG |
| 354 | 027-221-044 | SAN LAWR TER LT 33 LINDA VISTA DR SMIG |
| 355 | 027-221-045 | 8550 MAGDALENA DR SMIG |
| 356 | 027-221-046 | 8658 MAGDALENA DR NCSAL |
| 357 | 027-221-052 | 8845 OAK DR SMIG |
| 358 | 027-221-054 | 9870 NO RIVER RD SMIG |
| 359 | 027-221-055 | 9860 NO RIVER RD SMIG |
| 360 | 027-221-056 | 9850 NO RIVER RD SMIG |
| 361 | 027-221-057 | 3485 SAN PABLO LN SMIG |
| 362 | 027-221-060 | 9892 NO RIVER RD SMIG |
| 363 | 027-221-061 | 9898 NO RIVER RD SMIG |
| 364 | 027-221-064 | 8701 OAK DR SMIG |
| 365 | 027-221-065 | 9960 NO RIVER RD NCSAL |
| 366 | 027-221-066 | 9930 NO RIVER RD NCSAL |
| 367 | 027-231-003 | 8465 MISSION LN RSAL |
| 368 | 027-231-005 | 8485 MISSION LN NCSAL |
| 369 | 027-231-007 | 8315 MISSION LN NCSAL |
| 370 | 027-231-009 | 8355 MISSION LN NCSAL |
| 371 | 027-231-011 | 8335 MISSION LN NCSAL |
| 372 | 027-231-013 | 8405 MISSION LN NCSAL |
| 373 | 027-231-014 | 8285 MISSION LN NCSAL |
| 374 | 027-231-016 | 8250 MAGDALENA DR RSAL |
| 375 | 027-231-016 | 8248 MAGDALENA DR RSAL |
| 376 | 027-231-018 | 8435 MISSION LN NCSAL |
| 377 | 027-231-018 | 8425 MISSION LN NCSAL |
| 378 | 027-231-020 | 8280 MAGDALENA DR NCSAL |
| 379 | 027-231-021 | 8360 MAGDALENA DR NCSAL |
| 380 | 027-231-022 | 3333 DARRELLONA AV SMIG |
| 381 | 027-231-023 | 8460 MAGDALENA DR RSAL |
| 382 | 027-231-023 | 8462 MAGDALENA DR RSAL |
| 383 | 027-241-039 | SAN LAWR TER PTN LT 35 OAK DR SMIG |
| 384 | 027-241-056 | 8880 OAK DR SMIG |
| 385 | 027-241-059 | 8790 OAK DR SMIG |
| 386 | 027-241-061 | 8740 OAK DR SMIG |
| 387 | 027-251-003 | 8745 MARTINEZ DR SMIG |

2025 SMFD Weed Abatement

1st List (4-17-2025)

| Number | APN | Physical Location |
|--------|-------------|--|
| 388 | 027-251-004 | 8742 MAGDALENA DR SMIG |
| 389 | 027-251-004 | 8744 MAGDALENA DR SMIG |
| 390 | 027-251-005 | 8733 MAGDALENA DR SMIG |
| 391 | 027-251-005 | 8735 MAGDALENA DR SMIG |
| 392 | 027-251-007 | 8725 MAGDALENA DR SMIG |
| 393 | 027-251-008 | 8715 MAGDALENA DR SMIG |
| 394 | 027-251-013 | 8575 MAGDALENA DR NCSAL |
| 395 | 027-251-013 | 8525 MAGDALENA DR NCSAL |
| 396 | 027-251-014 | 8707 MAGDALENA DR SMIG |
| 397 | 027-251-017 | SAN LAWR TER PTN LTS 41 & 42 MAGDALENA DR SMIG |
| 398 | 027-251-018 | 9560 RIVER RD SMIG |
| 399 | 027-251-019 | 9510 RIVER RD SMIG |
| 400 | 027-251-020 | 9600 NO RIVER RD SMIG |
| 401 | 027-251-020 | 8758 NO RIVER RD ADU SMIG |
| 402 | 027-251-021 | 8750 MARTINEZ DR SMIG |
| 403 | 027-251-022 | 8748 MARTINEZ DR SMIG |
| 404 | 027-251-023 | 8744 MARTINEZ DR SMIG |
| 405 | 027-251-024 | 8740 MARTINEZ DR SMIG |
| 406 | 027-251-030 | 8691 MARTINEZ DR SMIG |
| 407 | 027-261-004 | 8465 MAGDALENA DR RSAL |
| 408 | 027-261-004 | 8467 MAGDALENA DR RSAL |
| 409 | 027-261-005 | 8485 MAGDALENA DR NCSAL |
| 410 | 027-261-008 | 8225 MAGDALENA DR RSAL |
| 411 | 027-261-008 | 8227 MAGDALENA DR RSAL |
| 412 | 027-261-009 | 8325 MAGDALENA DR RSAL |
| 413 | 027-261-009 | 8321 MAGDALENA DR RSAL |
| 414 | 027-261-010 | 8375 MAGDALENA DR RSAL |
| 415 | 027-261-010 | 8377 MAGDALENA DR RSAL |
| 416 | 027-261-011 | 8415 MAGDALENA DR RSAL |
| 417 | 027-261-011 | 8417 MAGDALENA DR RSAL |
| 418 | 027-271-034 | 13550 NO RIVER RD NCSAL |
| 419 | 027-271-039 | 14250 POWER RD SMIG |
| 420 | 027-271-040 | 8585 CROSS CANYON RD NCSAL |
| 421 | 027-271-041 | 13350 NO RIVER RD NCSAL |
| 422 | 027-272-001 | 13060 RIVER BLUFFS LN SMIG |
| 423 | 027-272-002 | 13075 RIVER BLUFFS LN SMIG |
| 424 | 027-272-003 | 13095 RIVER BLUFFS LN SMIG |
| 425 | 027-272-004 | 13105 RIVER BLUFFS LN SMIG |
| 426 | 027-272-008 | 13040 RIVER BLUFFS LN SMIG |
| 427 | 027-381-010 | SBE 872-40-10G PTN PAR 24 |
| 428 | 027-420-017 | 3000 INDIAN VALLEY RD NCSAL |



RESOLUTION NO. 2025-11

A RESOLUTION OF THE BOARD OF DIRECTORS DECLARING HAZARDOUS WEEDS, A PUBLIC NUISANCE WITHIN THE SAN MIGUEL COMMUNITY SERVICES DISTRICT

WHEREAS, the San Miguel Community Services District (“District”) is a duly formed Community Services District under Government Code Section 61100(t), and has the power to provide protection against fire and risks of fire; and

WHEREAS, pursuant to the authority established in Health and Safety Code Section 14875, *et seq.*, the District may declare hazardous weeds a public nuisance for the purposes of proceeding with a weed abatement program; and

WHEREAS, the District Board of Directors finds that it is in the public interest that hazardous weeds within the District be abated as an aid to fire prevention.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Miguel Community Services District as follows:

Section 1. That the articles set forth above are true and correct and are incorporated herein by this reference.

Section 2. That the weeds located on the private properties described in Exhibit “A” attached hereto and incorporated herein by this reference, all of which are located within the District, are hereby declared to be a public nuisance.

Section 3. In accordance with Health and Safety Code Section 14890, the District Fire Chief or His / Her Designee is hereby designated as the person to give the notice, substantially in the form proscribed by Health and Safety Code Section 14892, and 2022 California Fire Code sections 4907, 4908 to destroy, modify, abate and remove such hazardous weeds and accumulation of fuels.

Section 4. That said nuisance, unless otherwise corrected, shall be abated by the District, and the cost thereof shall be assessed upon the parcels from which said nuisance is abated.

Section 5. That a public meeting shall be held on the proposed abatement of hazardous weeds on May 22nd 2025 at 6:00 p.m. at the following address: 601 12th Street, San Miguel California, 93451, to provide an opportunity for all property owners having any objections to the proposed removal of such weeds to be heard and given due consideration.

Section 6. That the Fire Chief is hereby authorized and directed to mail notice of the said hearing to the property owners as their names and addresses appear from the last equalized assessment roll as authorized by Health and Safety Code Section 14896.

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

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed and adopted this 17th day of April 2025.

Scott Young, Fire Chief

Ashley Sangster, President Board of Directors

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Tamara Parent, Board Clerk

Christina Pritchard, Deputy General Counsel

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 8.8

SUBJECT: Discuss reading written public comment at board meetings (**action by 3/5 vote**) (Pg 129-134)

SUGGESTED ACTION: Discuss reading written public comment at board meetings and provide direction to General Manager.

DISCUSSION:

During the February 27th, 2025, Board meeting Director Green, seconded by Director Sangster requested a discussion on reading written public comment aloud during a public comment period of a given board meeting.

Public comment was not read aloud during meetings until 2020. In order to accommodate the public during COVID the language on the agenda was changed to read:

Written / Read Aloud: *Please email your comments to tamara.parent@sanmiguelcsd.org (Board Clerk), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (keep to three minutes) prominently write "Read Aloud at Meeting" at the top of your email. All comments received before 4:00 PM the day of the meeting will be included as agenda supplement on the District's website under relevant meeting date and will be provided to the Board of Directors.*

Voice Mail: *Leave a message on the District phone line at 805-467-3388 after 4:30pm before 4:30pm District Staff will take down message. Voice "Public Comment" at beginning of message and include agenda item number and title. All comments received before 4:00 PM the day of the meeting will be included as agenda supplement on the District's website under relevant meeting date and will be provided to the Board of Directors.*

This practice continued until June of 2022, when the District received a inflammatory public comment to be read aloud. At that time, then President Gregory with the support of the remainder of the Board, notified the public that future written public comments would not be read aloud and instead be distributed to each of the Directors. These comments would also be made available for the public if they wish to request them.

After the June 2022 meeting the language on the agendas was revised to read:

Public Comment: *Sign in sheet at podium for public comment.*

*Comments are **limited to three (3) 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 VII "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 of 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.*

The language above has been in place since 2022 and remains in effect. Recently three public comments were received and the Board requested them to be read aloud. Prior to the meeting they were provided to the Board via email.

Currently the Board should discuss how to handle public comment going forward.

It is recommended that the Board discuss and agree to one of the following actions;

- 1) accept written public comment, disseminate any written comments electronically to Board members and incorporate them in the minutes as public comment.
- 2) accept written public comment, have the Board or Staff read the written public comment aloud at the meeting and then incorporate them in the minutes as public comment.

To provide consistency and fairness to all who provide written public comments, the Board should handle all written public comments the same.

FISCAL IMPACT:

There are minor costs with preparation of this report. Future Board action may result in staff and legal time expense to prepare future reports or policies.

PREPARED BY: Kelly Dodds

Chapter 13: Addressing the Board

A. Oral Presentations by Members of the Public

The rules governing oral presentations by members of the public at Board Meetings are as follows:

1. When called upon, the person is requested to come to the podium, sign in on the speakers sign-in sheet, state his or her name and address for the record (although not required), and, if speaking for an organization or other group, identify the organization or group represented.
2. All remarks should be addressed to the Board as a whole, not to an individual Board Member.
3. Questions, if any, should be directed to the President/Presiding Officer who will determine whether, or in what manner, an answer will be provided.

B. Public Comment for Items NOT on the Agenda

Public Comment is the period set aside at Board Meetings for members of the public to address the Board on items of District business other than scheduled agenda items.⁶⁰

1. Timing

Public Comment for each speaker is limited to three (3) minutes, unless the Board, by concurrence, extends such time.

2. District Matters

Presentations under Public Comment are limited to items within the subject matter jurisdiction of the District.

3. Response to Public Comment

The Board, at its discretion, may direct Staff to respond to a concern or question raised, place items on the agenda for consideration at a future Board Meeting, or permit a Board Member to address the individual providing the Public Comment for the purposes of clarification or discovery of facts, subject to recognition.

C. Agenda Item Oral Presentation

Any member of the public wishing to address the Board orally on District business matters appearing on the Board Agenda, may do so when that item is taken up by the Board, or as otherwise specified by the Board or the President/Presiding Officer.

1. Presentations Submitted in Writing

Persons who anticipate oral presentations exceeding three (3) minutes are encouraged to submit comments in writing, in advance, care of the General Manager, for prior distribution to the Board and other interested parties. Submission of comments in writing is encouraged in lieu of possible lengthy oral presentations which may not be permitted.

2. Timing

Comments by the public on District business matters appearing on the agenda may do so once the President/Presiding Officer opens the matter for public comment. Members of the public may speak a second time after the close of Public Comment only if more time is allowed by the President/Presiding Officer or the majority of the Board.

3. Assigning Time

Persons wishing to assign their time for oral presentations to other individuals may do so only with authorization of the President/Presiding Officer or a majority of the Board.

4. Reading Written Comments

Persons wishing to read written comments into the record may do so only with authorization of the President/Presiding Officer or a majority of the Board. Additional procedures for written comments are detailed below.

D. Comments in Writing Encouraged

Members of the public may submit, and are encouraged to submit, comments in writing to the Board, care of the General Manager, relating to any items of District business, whether on the Board agenda or otherwise. Such comments will be distributed to Members of the Board and considered and acted upon, or not acted upon, as the Board, in its judgment, may deem appropriate. All written comments submitted prior to or during the item the comments relate to, will be part of the record on that particular item. Written comments will not be read aloud at the Board Meeting.

1. Comment Cards

Comment cards may be used by members of the public in attendance at the Meeting who do not wish to, or cannot verbally, address the Board during a Meeting. A person may indicate his or her brief comments on the card and his or her opposition or support for an item on a comment card. During the public testimony on the item, the President indicates that the Board has received comment cards from (name of person) in support of the project or issue and comment cards from (name of person) in opposition of the project or issue.

2. Repetitious Comments Prohibited

Speakers shall not present the same, or substantially the same, items or arguments to the Board repeatedly or be repetitious in presenting their oral comments. If a matter has been presented orally before the Board, whether the Board has taken action, or determined to take no action, the same or substantially the same matter may not be presented orally by the same person any further. Nothing in the foregoing precludes submission of comments to the Board in writing for such action or non-action as the Board, in its discretion, may deem appropriate.

E. Speaker Time Limits for an Agenda Item

In order to expedite matters and to avoid repetitious presentations, whenever any group of persons wishes to address the Board on the same subject matter, the President/Presiding Officer may request that a spokesperson be chosen by the group, and in case additional matters are to be presented by any other member of the group, that there be a limit on the number of such persons addressing the Board. A specific time limit may also be set for the total presentation. No group shall arrange themselves so as to use individual speakers' times in sequential order to circumvent the time limits.

F. Waiver of Guidelines

Any of the foregoing guidelines may be waived by majority vote of the Board Members present when it is deemed that there is good cause to do so, based upon the particular facts and circumstances involved.

G. Decorum

It is crucial that the public have confidence in the integrity of its local government. Further, to ensure that the Board's business is conducted in a manner that is both professional and efficient, it is important that all participants in the process exercise decorum and civility.

The President/Presiding Officer shall maintain order, decorum, and the fair and equitable treatment of all speakers. The President/Presiding Officer shall keep discussions and questions focused on the specific agenda item under consideration.

Board Members shall perform their duties in accordance with the District's processes and rules of order governing the deliberation of public policy issues, the involvement of the public, and the implementation of policy decisions of the Board by District Staff. They shall work together collaboratively, assisting each other in conducting the affairs of the District. Board Members shall fully participate in public meetings, in both the open and closed sessions, while demonstrating respect and courtesy to others. Board Members and the General

Manager shall stay focused, stay on topic, and act efficiently during public meetings. They shall refrain from interrupting other speakers or otherwise interfering with the orderly conduct of the meetings.

To preserve the integrity of Board meetings, no person shall engage in disruptive behavior of another person during a public meeting. Harassment includes, but is not limited to:

1. Verbal harassment such as racial epithets, derogatory comments, or slurs, heckling, whistling, yelling, and other similar demonstrations;
2. Physical harassment such as impeding or blocking movement, grabbing, pushing, slapping, punching, kicking, or otherwise striking the body of another or an object attached to another's body. Sexual harassment such as unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature, such as name calling, suggestive comments, or lewd talks and jokes that unreasonably interferes with an individual's work performance or has the purpose or effect of creating an intimidating, hostile, or offensive work environment; and
3. Use of profanity, obscene language, and threats that disrupt, disturb, or otherwise impede orderly conduct.

If these rules are violated, the President or Presiding Officer may take the following action:

1. Warn the individual prior to removal that the behavior is disrupting and failure to cease the behavior will result in their immediate removal. Behavior which a reasonable person would receive to be an actual threat of harm or use of force may result in the immediate removal of the individual without a prior warning.
2. If the behavior persists, the President or Presiding Chair may stop the meeting and contact the Sheriff's department and order the disrupting party to sit quietly and observe the remainder of the meeting without additional input or participation.
3. If the disruptive behavior continues further, the President or Presiding Chair may request the Sheriff's department remove the individual from the meeting.

Any person making personal, impertinent, or derogatory remarks, or who shall become boisterous while addressing the Board, shall be barred from further audience before the Board at said Meeting by the President/Presiding Officer unless permission to continue is granted by a majority of the Board.⁶¹

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 8.9

SUBJECT: Discussion on the dissolution of the San Miguel Community Service District (**Discussion**)
(Pg. 135-136)

SUGGESTED ACTION: Discuss pros, cons, and basic process of dissolving the District as requested by Director Green and Sangster and the February 27th, 2025, Board meeting.

DISCUSSION:

Directors Green and Sangster requested to discuss the Pros and cons of dissolving the District after receiving a written letter to the board by Gregory Campbell requesting that they do so.

The District was formed in 2000 to consolidate; County Waterworks 1, San Miguel Sanitary District, San Miguel Fire Protection District, and County Lighting District into one District within the community to allow for consolidation of resources to reduce administrative costs and increase efficiency as well as provide more local control over water and street-lighting in the community.

PRO

- Consolidation of
 - Administrative resources
 - Operational resources
- Reduction in expenses related to local office
- Availability of additional administrative and technical resources for projects.

CON

- No local personnel to assist customers or to respond to issues
 - operations personnel would be shared with all County Service Areas operating out of Santa Margarita
 - customers would be required to make payments to the county in San Luis Obispo - no local clerk to assist with billing.
- No local control of the water, wastewater, fire, lighting and solid waste within the community.
 - Decisions would be made by County staff located in San Luis Obispo, and County Board of Supervisors.
- Less control over spending and rate changes.
 - Repairs and capital projects may be delayed or not performed depending on county priorities.
 - As a service area of the County, San Miguel may not qualify for grant funding that has generally paid for capital projects. Which will lead to less repairs and improvements long term, which in turn may require rate increases to cover repair costs.
- Divesting can be a lengthy and expensive process

****Pros and Cons are assuming that the SLO County assumes responsibility for the District services.****

After discussing the Pros and Cons of dissolution the Board may request additional information, or provide other direction to the General Manager or Legal on whether or not to continue discussing

dissolving the District.

FISCAL IMPACT:

Other than staff and legal time there are no additional cost to discuss this topic. Future action by the Board may result in significant additional cost to the District.

PREPARED BY: Kelly Dodds

Board of Directors Staff Report

April 17, 2025

AGENDA ITEM: 8.10

SUBJECT: Discussion and possible action regarding .65 MG Main Water Tank access road improvements (**direction by 3/5 vote**) (Pg. 137-138)

SUGGESTED ACTION: Discuss and provide direction to the General Manager on proposed improvements to the .65 MG main water tank access road.

DISCUSSION:

The District owns and operates a .65 MG water tank on the west side of Hwy 101. The access road to this tank was originally built in the 40s with the installation of an inground tank. This road is across two easements, one from Caltrans the other from the neighboring property owner, whom the District also purchased the property from to build the existing .65 MG tank.

The District is responsible for the maintenance of the access road from 10th street to the tank site. Due to a lack of regular maintenance the access road is in need of significant repairs. Some repairs to the berms have been performed over the last several years, however the most deteriorated section of the road still needs significant repairs.

This section of road is a land bridge across a ravine, it is narrow and deteriorated to the point of imminent failure. In fact, a significant part of this section of roadway washed out as a result of water runoff and seepage through the deteriorated roadway. Failure of this section would hobble the ability to access and maintain the water tank.

The repairs necessary to repair this section are complete removal of the remaining asphalt, regrading and recompacting of the subgrade, constructing new drainage facilities, and then repaving the rebuilt roadway. This would only allow repair in the same alignment at the same road width.

With the construction on Highway 101, fill dirt has become available. If the District accepts the fill material the land bridge can be widened which will improve accessibility for trucks as well as allow for additional options for surface finishes and drainage.

If the District were to pursue the widening of this section of the road, we would need to take delivery of the fill material prior to work taking place on the road. This would mean stockpiling the fill material at the WWTF and having to reload it and truck it back to the road site at a future date.

If the board were to direct staff to move forward on this project the following actions would need to be completed, essentially simultaneously.

- Procure a stockpile/grading permit for the WWTF for approximately 20,000 cubic feet of fill material.
 - May take several months and cost approximately \$5,000
- Negotiate a change in easement with the property owner.
 - May take several months and cost between \$0 and \$10,000 depending on level of effort and whether the property owner would want compensation for the additional land used.
- Would need the following specialty services.
 - Surveyor to develop a topographic plan in order to develop the grading plan
 - Cost approximately \$5,000.
 - Soils engineer to analyze the existing soil and provide recommendation on filling, benching or use of other soil stabilization techniques.
 - Cost approximately \$2,000

- Environmental consultant to perform archeological, cultural, and biological assessment of the project site and complete required CEQA reports.
 - Will take several months and cost approximately \$5,000 to \$15,000 the environmental report will need to be submitted to the public, county and state for review and comment. This will take a minimum of 60 days once the report is complete and may result in changes necessitating additional review periods.
 - It is possible that this part of the project determines that the ravine can not be filled and another option would need to be found.
- Engineering of the fill and road, as this project would require that it be publicly bid plans and specifications would be required. These plans would be based on the work of the specialty services and although the plans could be started before the supporting work is complete the plans wouldn't be able to be completed until the supporting work is finalized.
 - This will take three to six months to finish after the support work is complete and cost approximately \$15,000
- A grading permit would need to be issued by the County of SLO for the project, this can not be started until the other support and planning work is complete.
 - This will take a minimum of three months and cost approximately \$5,000
- Construction of the project will take an approximately one months after contract is awarded and all necessary paperwork is completed.
 - The projected cost for the construction of the infill and road repairs is \$50,000

Based on a high-level look at the proposed project if started today would take between six to 18 months to complete at a projected cost of ~\$42,000 for pre and post construction efforts and ~\$50,000 for construction.

The provided costs are estimates based on what we know right now, costs may vary significantly (up or down) once a project is better defined

After discussion, the Board should provide direction to the General Manager on whether or not to accept fill material for this project and proceed with the project or not.

FISCAL IMPACT:

Cost depends on board action. There is minimal cost to discuss this item, there may be significant cost depending on Board action. Potentially in the hundreds of thousands of dollars.

PREPARED BY: Kelly Dodds

**Board of Directors
Staff Report**

April 17, 2025

AGENDA ITEM: 10.1

SUBJECT: PUBLIC EMPLOYMENT

Title: Fire Chief; Pursuant to Government Code Section 54954.5 (Pg. 139)

SUGGESTED ACTION: Discussion

DISCUSSION:

FISCAL IMPACT:

Unknown

PREPARED BY: Kelly Dodds

**Board of Directors
Staff Report**

April 17, 2025

AGENDA ITEM: 10.2

SUBJECT: PUBLIC EMPLOYMENT

Title: General Manager; Pursuant to Government Code Section 54954.5 (Pg. 140)

SUGGESTED ACTION: Discussion

DISCUSSION:

FISCAL IMPACT:

Unknown

PREPARED BY: Kelly Dodds

**Board of Directors
Staff Report**

April 17, 2025

AGENDA ITEM: 10.3

SUBJECT: CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

Agency designated representatives: District General Manager and General Counsel

Employee Organization: SEIU Local 620 (Pg. 141)

SUGGESTED ACTION: Discussion

DISCUSSION:

FISCAL IMPACT:

Unknown

PREPARED BY: Kelly Dodds
