



Agenda

San Miguel Community Services District

Organization & Personnel Committee Special Meeting

THURSDAY, MAY 19, 2017 9:00 A.M.

SMCSD Boardroom 1150 Mission St. San Miguel, CA 93451

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

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

Public Comment: When public attendance is over ten (10) persons, the following policies will go into effect: Any person wishing to address the Board or Standing Committee, please complete a "Request to Speak" form located at the podium in the boardroom to address the Board of Directors on any agenda item. Comments are limited to three minutes, unless you have registered your organization with CSD Clerk prior to the meeting.

If you wish to speak on an item not on the agenda, you may do so under "Oral Communications." Any member of the public may address the Board of Directors on items on the Consent Calendar. Please complete a "Request to Speak" form as noted above and indicate which item number you wish to address.

Meeting Schedule: Regular Board of Director meetings are generally held on the fourth Thursday of each month at 7:00 P.M in the CSD boardroom. Agendas are posted on the CSD's website at: www.sanmiguelcsd.org

Agendas: Agenda packets are available for the public inspection 72 hours prior to the scheduled meeting at the Counter/ San Miguel CSD, Fire Station located at 1150 Mission St., San Miguel, during normal business hours. Any agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet are available for public inspection at the same time at the counter/ San Miguel CSD, Fire Station located at 1150 Mission St., San Miguel, Ca during normal business hours.

- I. Call to Order- 9:00 AM
- II. Pledge of Allegiance Director _____
- III. Roll Call: Members Present: Director _____ Director _____

IV. Oral and Written Communications:

Persons wishing to speak on a matter **not on the agenda** may be heard now; however, no action will be taken until placed on a future agenda. Speakers are limited to three minutes. Please complete a “Request to Speak” form and place in basket provided.

V. AGENDA ITEMS:

- 1. **Review and Discussion of Proposed Adoption of Utility Billing Late Fees and Collection Procedures – Referred to Committee**

Staff Recommendation: Review and make recommendations to the Board of Directors regarding adoption of revised utility billing late fees and collection procedures.

M _____ S _____

- 2. **Review and Discussion of General Manager’s report on qualified operator services for Utility Services Department operations weekend coverage.**

Staff Recommendation: Review and Discuss recommendation to use temporary, qualified operator services for Utility Services Department operations weekend coverage.

M _____ S _____

- 3. **Review and Discussion of General Manager’s Report on Surrounding Agency Compensation levels—Utility Services.**

Staff Recommendation: Review and Discuss General Manager’s Report and give direction.

M _____ S _____

- 4. **Review and Discuss adopting revisions to Board of Directors Rules and By-Laws Handbook—Referred to Committee**

Staff Recommendation: Review and discuss adopting revisions to Board of Directors Rules and By-Laws Handbook.

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

M _____ S _____ V _____

5. Review and Discussion of Fire Station Cleaning Services

Staff Recommendation: Review and Discuss with direction given.

M_____ S_____

6. Review and Discussion of Status Report on Connection Fees, Fire Impact Fees and OES reimbursement funds.

Staff Recommendation: Review and Discuss Status Report

M_____ S_____

7. Review & Discuss Status Report on Delinquent Property Tax Sale

Staff Recommendation: Review and Discuss Status Report

M_____ S_____

VI. COMMITTEE COMMENTS:

This section is intended as an opportunity for Committee 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.

VII. ADJOURNMENT

Time: _____

ATTEST:

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

I, Tamara Parent, Account Clerk 2/Operations Coordinator of San Miguel Community Services District, herby certify that I caused the posting of this agenda at the SMCSO office on May 11, 2017.

Date: May 11, 2017

Tamara Parent

Darrell Gentry,
Account Clerk 2/Operations Coordinator

Next O & P Committee Meeting is tentatively set for Friday, June 16, 2017.