

SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
AUGUST 27, 2020 REGULAR MEETING MINUTES

MEETING HELD AT DISTRICT OFFICES
1150 MISSION STREET
SAN MIGUEL, CA 93451

- I. Meeting Called to Order by President Sangster – 6:31 P.M.
- II. Pledge of Allegiance lead by Director Kalvans after the closed session.
- III. **Roll Call:** Directors Present: Sangster, Gregory, Palafox, and Kalvans
Directors Absent: Green
- IV. **Adoption of Regular Meeting Agenda:**
Board Clerk asked to have the Pledge of Allegiance after the closed session.
Motion by Director Sangster
Seconded by Director Palafox
Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED
- V. **ADJOURN TO CLOSED SESSION:**
Closed Session convened at 6:33 P.M.
 - A. **CLOSED SESSION AGENDA:**
 1. **CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION** Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:
 2. **PUBLIC EMPLOYMENT**
Title: Director of Utilities
Pursuant to Government Code Section 54954.5
 3. **PUBLIC EMPLOYMENT**
Title: Board Clerk/Account Clerk Manager
Pursuant to Government Code Section 54954.5
- VI. **Call to Order for Regular Board Meeting/Report out of Closed Session:** 7:02 P.M.
Report out of closed session by District General Counsel Dervin, Direction on item 2 and 3; 4.3.a (Parent) 4.4 a (Dodds) was modified to read: At any time in which the total Operational Reserve for the District falls below fifteen percent (15%) of the Board approved, operational revenue budget OR operational Expenditure Budget for that period and 5.5 was modified to read: Compensatory leave may roll over to a maximum of sixty (60) hours.

VII. Public Comment and Communications for matters not on the Agenda: None

VIII. Special Presentations/Public Hearings/Other: None

IX. STAFF & COMMITTEE REPORTS:

1. **San Luis Obispo County:** None

Public Comment: None

Board Comment: None

2. **Camp Roberts:** None

Board Comment: None

Public Comment: None

3. **Community Service Organizations: San Miguel Firefighters Association,** Report by Michelle Hido, Treasurer for the San Miguel Firefighters Association. Mrs. Hido updated the Board of Directors that the fruit boxes that are distributed on Fridays will be postponed until around the second week in September. The Firefighters' Association (SMFA) has been able to take over the insurance for three of the antique apparatus equipment that has been previously insured by the C.S.D and owned by the SMFA. Mrs. Hido explained that the SMFA has purchased a "Sparky" the dog for future education to the San Miguel Schools; and voiced that it is the only one in San Luis Obispo County. The Fire Prevention Week that includes the Burn Relay is scheduled for October 4th to 10th, 2020. Mrs. Hido explained that it will be done virtually this year due to the COVID-19 pandemic. An update on the proposed "San Miguel Dog Park" was discussed. Mrs. Hido explained that the "California Fire Foundation" has awarded a grant to the SMFA for the "San Miguel Dog Park/Multi-use Park". Mrs. Hido explained that if they still get resistance from the Native Sons, they will be able to use the grant elsewhere. Discussion ensued. The SMFA has adopted Mission Street through the County of San Luis Obispo Public Works Department and will be doing quarterly clean-up on Mission Street; this includes an encroachment permit.

Board Comment: Director Kalvans asked if the SMFA has looked into other areas for a dog park? Mrs. Hido explained that the Native Sons have told her to look elsewhere. Mrs. Hido explained that it was planned at the Father Reginald Park to help with maintaining the park and the water loss and move tourists to the downtown area. Discussion ensued.

Director Gregory asked the history of the Native Sons in regards to Father Reginald Park? Mrs. Hido explained that they have a vision of the park being where visitors could stop and have lunch and they explained that they have worked hard on having historical maps placed there. Mrs. Hido explained that the park cannot be found on any site. Discussion about it being more of a multi-use park and more information from the County would have to be explored.

Director Kalvans voiced that in the past the Native Sons and the old SMFA did not get along and they do not want it to look like the Paso Dog park, because it is depressing. Discussion about what the park would look like and be used for was discussed.

Director Gregory asked about the antique fire equipment? Assistant Chief Scott Young explained what apparatus they had, and how it is insured for parades.

Director Gregory asked about the Mission Street adoption and if they would pick up the couch that are dumped, explaining that there has been a lot of illegal dumping on River Road, Indian Valley, and Cross Canyons Road. Discussion ensued about how the adopt a

road is run, with San Miguel Garbage willing to pick up anything that they could not pick up. Mrs. Hido explained that it is to be done no less than quarterly. Discussion ensued about a community clean-up.

Public Comment: None

4. **Interim General Manager:** Interim General Manager/ Fire Chief Rob Roberson was not present at the meeting due to medical issues. Board Clerk Tamara Parent voiced that Mr. Roberson left a small update; election signup is to close on August 12th and a reminder that the District has a Special Strategic Planning work session scheduled for September 10th at 6 PM. District Utility Billing has eleven customers at this time past-due sixty days.

Board Comment: None

Public Comment: None

5. **District General Counsel:** Presented by Counsel Dervin. ChurchwellWhite, LLC. Nothing to report at this time.

Board Comments: None

Public Comments: None

6. **District Engineer:** Written report submitted as-is. Dr. Blaine Reely was not present, and the Director of Utilities Kelly Dodds asked for any questions.

Board Comment: Director Kalvans asked what the difference is between a “Rain Garden” “Culvert”, “Bio-scape” and a “Bioswale”. Director of Utilities Kelly Dodds explained that Bioswales are channels designed to concentrate and convey stormwater runoff while removing debris and pollution. A culvert is a structure that allows water to flow under a road, railroad, trail, or similar obstruction from one side to the other. Discussion ensued about the type of soil that can be found within the District.

Director Sangster asked about item two of the DE Report; “On May 5, 2020, the DE submitted a Pre-Application to the DWR for \$14,500,000 in funding through the Small Community Funding Program” and wanted to know if the plant cost has really got to a fourteen million dollar project. Director Sangster also asked if this was a grant or loan?

Director of Utilities Kelly Dodds explained that it is being reduced to an estimated eight million dollars, and the application through DWR is a grant. Discussion ensued about grants and applications.

Director Gregory asked if we knew what the out of pocket cost would be to the District? Director of Utilities Kelly Dodds explained that most likely it would be around sixty percent of the plant and that the District has feelers out to everyone for grant monies and loans. Discussion ensued.

Public Comment: None

7. **Director of Utilities:** Written report submitted as-is and the Director of Utilities explained that the District has added Permitting through Black Mountain, this will allow us to track progress and funds, this includes inspection pass/fail. Mr. Dodds also explained that the CSD owns a piece of property that a developer would like to make a deal with the District to vacate the property, and at this point, the District has asked them to survey the property.

Board Comment: Director Kalvans asked about the property and where it is located. Discussion ensued about the vacant lot and old well site. Director Kalvans asked about the cost for the ADU study from Bartle-Wells. Director of Utilities Kelly Dodds explained that it is a not to exceed cost of five-thousand dollars.

Director Sangster wanted to know about the water usage for the Landscaping and sees that it is high at 86 units. Director of Utilities Kelly Dodds explained that they are still finding leaks and last month's usage was 86 units but does see that it is going down.

Director Gregory asked how they found the leak? Director of Utilities Kelly Dodds explained that there was a water leak in front of the CHC building that was found because it was coming up through the concrete.

Director Kalvans asked if this is the leak that has caused issues in that area. Director of Utilities Kelly Dodds explained that the sidewalk was removed and the leak was fixed. Mr. Dodds explained that San Luis Obispo County had maintenance scheduled and filled in the concrete on the sidewalk, saving the District money. Discussion ensued about the trees and the maintenance being done by the County.

Public Comments: None

- 8. Fire Chief & Asst. Fire Chief:** Fire Chief Rob Roberson, and Assistant Chief Young submitted the report as written. Asst. Chief Young asked for any questions.

Board Comments: Director Sangster asked about the report, and explained that a calculation was incorrect, in the standby hours is May and call is June. Discussion ensued and the item will be fixed.

Public Comment: None

- X. CONSENT ITEMS:** Director Sangster asked to pull and discuss item number 1a.

1. Review and Approve Board Meeting Minutes

- a. 7-23-2020 Regular Board Meeting

Board Comment: Director Sangster voiced that page 22 item 9 SMFA report; Mr. should be changed to Mrs. and item 4 General Managers report; Governor Newsom “reinstated closers” changed to “reinstated closures”

Director Gregory asked that Prop 15 be changed to Prop 13

Public Comment: None

Motion by Director Sangster to approve Consent items 1.a as amended

Seconded by Director Gregory. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED.

2. Approve Resolution 2020-31 approving the rate increase from \$5.01 per HCF to \$5.22 per HCF for construction hydrant meter usage to be effective September 16, 2020.

Board Comment: Director Palafox asked if this was part of the “rate increase”. Director of Utilities Kelly Dodds explained that this was increasing the hydrant water to the same cost of the non- residential water, without the increased construction meters would be less than non-residential meters. Mr. Dodds explained that the Hydrants were not in the rate study and that is why we have to bring it for approval every year.

Director Kalvans asked if the Fire Department would have to pay for hydrant water that they use for training, and asked if SMF has the opportunity to bill Cal Fire if needed?

Director Sangster voiced that he has seen Cal Fire get water at the hydrant by his residence, explaining that it was during a fire. Assistant Chief Scott Young voiced that the engines track their usage when they are pumping. Discussion ensued about other fire departments and how usage is submitted, and the Director of Utilities explained that he has been

contacted by Cal Fire in the past for water used during an incident. The consensus is that because it is such a small amount the San Miguel Fire Department would not be charged for water usage by the Water Department.

Public Comment: None

Motion by Director Sangster to approve Resolution 2020-31 approving the rate increase from \$5.01 per HCF to \$5.22 per HCF for construction hydrant meter usage to be effective September 16, 2020.

Seconded by Director Palafox. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED.

3. Receive and file a 2020 audit of the Sanitary Sewer Management Plan (SSMP) dated July 31st, 2020. SSMP is available on the District website.

Board Comment: None

Public Comment: None

Motion by Director Sangster to approve Receive and file a 2020 audit of the Sanitary Sewer Management Plan (SSMP) dated July 31st, 2020. SSMP available on the District website

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED.

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive, and File the Enumeration of Financial Report for July 2020.

Item was presented by Financial Officer Paola Freeman explaining that the FY19-20 Audit has started and that the auditors will be at the District office on September 3rd. Mrs. Freeman also updated the Board of Directors that the IRS should be sending out the funds that were overpaid on payroll taxes, and should be around \$5,600. Mrs. Freeman explained that she has been in touch with the SLO Court victim advocates and that Kallie Johnson's case will have a sentencing hearing on September 10, 2020, that she plans on attending.

Board Comment: Director Sangster asked about the large amount to SDRMA on the Claims Detail. Financial Officer Paola Freeman explained that it was more than expected and it is all Workers Compensation, Vehicle, and Liability insurance.

Director Gregory asked about the charge at Container Stop. Director of Utilities Kelly Dodds explained that the container was purchased to store pipe at the WWTF, and explained that it will be used to protect the pipe from the sun.

Director Sangster asked about the RS Communications charge. Assistant Fire Chief Scott Young explained that the charge was for BK150 radios for engine 8668.

Director Gregory asked to discuss something that she forgot in the Fire Report and asked if the Fire Department went out to Pleasant Valley for fire prevention week. Assistant Chief Young voiced that he could look into it. Mrs. Hido voiced that this year it will be a virtual education and is just a link that they could give out to Pleasant Valley School. Discussion ensued about the SMFA, and what they sponsor at Pleasant Valley School.

Director Kalvans asked if the District Auto Aid goes out to Pleasant Valley and voiced that he would like to have San Miguel Fire go out to the school for Fire Prevention education. Director Gregory thanked everyone for jumping back to that item and gave her apologies.

Public Comment: None

Motion by Director Sangster to Receive and File the Enumeration of Financial Report for July 2020.

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED.

- 2. Adopt a Resolution 2020-29 approving an employment agreement for the Director of Utilities and authorizing the General Manager to execute and enter into the agreement on behalf of the San Miguel Community Services District.** Item was presented by District General Counsel Erin Dervin informing the Board and public of the history with this position. District Counsel Dervin explained that this agreement has been discussed and amendments to 4.4 a: a) At any time in which the total Operational Reserve for the District falls below fifteen percent (15%) of the Board approved, operational revenue budget OR operational expenditure budget for that period; And 5.5: Compensatory leave may roll over to a maximum of sixty (60) hours. Director of Utilities explained that on item 4.4 a it needs to be OR and not both. Director Sangster voiced that the intent is meant to keep our employees; and the point is designed as a safeguard under both expenditures and revenues. Discussion ensued. Mr. Dodds voiced that he is okay with “OR”, all parties agreed. **Staff Comment:** Assistant Chief Scott Young asked why 5.8 the District would be providing a cell phone, instead of fifty-dollar reimbursement. It was explained that it reads: *5.7 District shall provide a District-owned smartphone, with phone, text, and data plan, for use solely by Employee in his position as Director of Utilities. If the District does not provide a District owned Smart Phone then the District will pay Employee \$50 per month phone stipend.*

Board Comment: None

Public Comment: None

Motion by Director Sangster to approve Resolution 2020-29 approving an employment agreement for the Director of Utilities and authorizing the General Manager to execute and enter into the agreement on behalf of the San Miguel Community Services District, as amended.

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED.

- 3. Adopt a Resolution 2020-30 approving an employment agreement for the Board Clerk/Account Clerk Manager and authorizing the General Manager to execute and enter into the agreement on behalf of the San Miguel Community Services District.** Item was presented by District General Counsel Erin Dervin informing the Board and public of the history with this position. District Counsel Dervin explained that this

agreement has been discussed and amendments to 4.3 a: a) At any time in which the total Operational Reserve for the District falls below fifteen percent (15%) of the Board approved, operational revenue budget OR operational expenditure budget for that period; And 5.5: Compensatory leave may roll over to a maximum of sixty (60) hours.

Board Comments: None

Public Comment: None

Motion by Director Sangster to approve Resolution 2020-30 approving an employment agreement for the Board Clerk/Account Clerk Manager and authorizing the General Manager to execute and enter into the agreement on behalf of the San Miguel Community Services District, as amended.

Seconded by Director Palafox. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED.

4. **Review and approve Resolution 2020-32 authorizing the Director of Utilities to contract with Monsoon Consultants to provide plans and specifications for the replacement of existing water lines in the L street alleyway in an amount not to exceed \$6,500 and authorize a budget adjustment from capital reserve to Professional Services Engineering in the same amount.** Item was presented by Director of Utilities Kelly Dodds explained that in the L Street alley the waterline would need to be replaced because they are undersized, and the County is going to overlay the alleyways. These plans would be used to get grants and if we work it in before the County paves, the District would not have to repave the roads.

Board Comment: Director Kalvans asked if more lines would need to be replaced and Mr. Dodds explained the size of the other water lines and this is the worst and explained the County's paving schedule and how the District would not have to pay to pave the road. Director Gregory asked if there were any other utilities in the alley? Director of Utilities Kelly Dodds explained that there are phone lines and sewer lines.

Director Kalvans voiced that he knows that it is very expensive to repave and asked if there where any opportunities to add infrastructure? Director of Utilities Kelly Dodds explained that PG&E would not be interested in putting their lines underground, and Charter is not going to underground the lines, and Frontier is the phone line and they have voiced they have no money. Discussion ensued about getting gas lines put in, and how you would need to get the residence input of interest to the Gas Company.

Director Sangster voiced that this is a minimal cost to be ready with plans and help with getting grants to pay for the project.

Director Kalvans agreed.

Director Gregory asked about the sewer lines, and how they are. Director of Utilities Kelly Dodds explained that the plan is to line the sewer lines in the future.

Director Sangster voiced that the Resolution had a typo and "Terrain" should be changed to "Monsoon Consultants".

Director Kalvans asked about grant funds and discussion about CBDG funds and that CBDG funds needed to be for a regional benefit.

Motion by Director Sangster to approve Resolution 2020-32 authorizing the Director of Utilities to contract with Monsoon Consultants to provide plans and specifications for the replacement of existing water lines in the L street alleyway in an amount not to exceed \$6,500 and authorize a budget adjustment from capital reserve to Professional Services Engineering in the same amount. As amended.

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT and 0 ABSTAINED.

5. **Review and approve Resolution 2020-33 authorizing the Director of Utilities to contract with *Terrain* for land surveying services for purposes of plan preparation for the replacement of existing water lines in the L street alleyway in an amount not to exceed \$3,800 and authorize a budget adjustment from capital reserve to Professional Services Engineering in the same amount.** Item was presented by Director of Utilities Kelly Dodds explained that he got three bids, MBS, Twin City Survey, and Terrain. Terrain was the lowest bid.

Board Comment: Director Sangster voiced that he had some problems with Terrain's terms and conditions in the contract. Discussion ensued.

Public Comment: None

Item was tabled to the September 24th Board Meeting, Director of Utilities will work with Director Sangster on the terms and conditions in Terrain's contract. Direction to staff.

6. **Continued discussion on the Fire Department Temporary Housing unit.** Item was presented by Assistant Fire Chief/Fire Prevention Officer Scott Young updating the Board of Directors that he is still moving forward and he has talked with the property owner and a discussion about a lease agreement for a minimum of two lots, and the lease agreement would be three to five years with the option of a year extension. Assistant Fire Chief/Fire Prevention Officer Scott Young explained that he would not move forward with a purchase until that agreement was finalized. Assistant Fire Chief/Fire Prevention Officer Scott Young informed the Board that Turn-Key modular is the front runner and would be finished and set up with utilities. Discussion about insulation and soundproofing because of the railroad ensued. The only cost at this point would be for design documents for San Luis Obispo planning and explained that he would need to get bids. Discussion ensued and Assistant Chief Young explained that there will be a cost for site prep and tree trimming.

Board Comment: Director Gregory asked what the actual cost of the modular would be and what kind of resale would it be after five years. Assistant Fire Chief/Fire Prevention Officer Scott Young explained that Turn-Key is around one-hundred and thirty thousand dollars for the modular and the resale would be good because this would be a high quality modular. Discussion ensued about layout. Director Gregory asked about the trees on the lot that have had limbs fall in the past. Assistant Fire Chief/Fire Prevention Officer Scott Young explained that there would need to be some tree maintenance done and that the trees are on the County right of way. Director Gregory also asked where the funds to purchase the modular would come from? Assistant Fire Chief/Fire Prevention Officer Scott Young explained that it would need to be out of Capital Reserves or some kind of finance lease and would be helpful to get some funding from the Sherriff Department. Discussion ensued.

Director Sangster asked about a formal bid, site plans, and that he might be able to help with an RFP that is public record. Discussion ensued.

Director Kalvans thanked Mr. Young for all the hard work and voiced that he has looked at a depreciation value.

Public Comment: None

Consensus of the Board of Directors is to keep moving forward and to bring back updates.

7. **Discussion on status of Machado Wastewater Treatment Facility expansion and aeration upgrade project.** Item presented by Director of Utilities Kelly Dodds updating the Board of Directors that in *July* the plant averaged *160,274 gallons per day* (80% of hydraulic design capacity) with a *max day of 188,416 gallons* (94% of hydraulic design capacity). Director of Utilities Kelly Dodds explained that an office trailer was donated by Pleasant Valley School and received on 8/7/2020 and that the office is estimated to need around thirteen-thousand seven-hundred dollars to repair. Mr. Dodds explained that an annual rental rate would be twenty-seven thousand. The office trailer will be used for a temporary office space for the Director of Utilities until a permanent office is built, due to the current crowding in the 1150 Mission Street office. The office will also provide office space for the Field and Wastewater Operators, and provide an onsite office and meeting capabilities during the construction of the WWTF expansion.

Board Comment: Director Gregory asked the Director of Utilities Kelly Dodds about the trailer from Pleasant Valley School and what it was going to cost the District to make it functional for a construction trailer/DOU office. Discussion ensued about where Pleasant Valley School got the trailer and why it would be okay for a construction trailer and why it would not work as a live-in trailer. Director of Utilities Kelly Dodds explained that it would be an estimated cost of around thirteen thousand to rehab the trailer. Discussion ensued about bring information to the Board and what the cost would be with CSD labor. Director Gregory voiced that it is built with all steel and is a solid well-built trailer, but agrees that it would need at least thirteen thousand dollars in rehab. Director of Utilities Kelly Dodds explained that the roof and floor are solid and the cost to rent a trailer is not cost-effective. Mr. Dodds explained that Director Sangster has asked that he bring the decision to the Board of Directors and is asking for direction if they would like to keep the trailer or sell it.

Director Gregory asked what he has spent on the trailer to date.

Director of Utilities Kelly Dodds voiced that twelve-hundred dollars have been spent to disconnect the electrical from the Pleasant Valley school and tires to move it safely to the facility. Discussion ensued about A/C and Heating and it was explained that nothing has been done with those units.

Director Sangster asked if the overall cost to rehab the trailer would be including electrical and IT. Director of Utilities Kelly Dodds explained that it would be around thirteen-thousand seven-hundred dollars, and that didn't include staff labor. Director Sangster voiced that it would be sixteen thousand, because staff labor cost should also be included, and insurance. Director Sangster explained that the Board of Directors should be informed before any changes with the nature of operation with the District Staff at all times. Discussion ensued.

Director Kalvans voiced that he just did not want it to be half-way finished, and voiced that he would like to know what is was going on with the Fire Station upstairs.

Director Gregory asked how long he planned on using the trailer. Director of Utilities Kelly Dodds explained that he is estimating a couple of years. Director Gregory voiced that she did agree with moving the Director of Utilities due to the overcrowding.

Assistant Fire Chief/Fire Prevention Officer Scott Young voiced that he would like to be on record that he had nothing to do with the construction upstairs at the fire station.

Director Gregory asked if they had a consensus that the Director of Utilities needs to move to the treatment facility. Director Sangster voiced that was one of a few questions, and asked for comment from other Directors.

Director Palafox voiced that he remembers that when it was brought to the Board of Directors to be for the Fire Department it was not repairable and asked for an update on the plans for the Fire Station. Discussion ensued.

Director Kalvans voiced that the whole facility needed to be reimagined, and voiced that the employees are overcrowded.

Director of Utilities Kelly Dodds voiced that some questions need direction and that it has been discussed but nothing has been decided. The question is if the Board of Directors are willing to have the administrated staff move to the Treatment Facility. During the COVID, the customers have not had issues with payments. Discussion ensued about what the customers would do, and the decision needs to be made soon. The staff is just making this work and it is not a productive environment.

Assistant Fire Chief/Fire Prevention Officer Scott Young voiced that the Chief and Assistant Chief could move to the new modular next to the existing fire station if needed. Discussion ensued about the time frame.

Director Gregory voiced that she does not see a need to have the CSD in the downtown main street area. Director Gregory explained that she is happy that we own the property at the WWTF and that an office is already going to be built at the WWTF, it is a no brainer to just make the office larger for a much smaller cost than building at a downtown site. The construction trailer is a good idea and moving the Director of Utilities down to the WWTF, voicing that she understands the crowding in the current office space. Director Gregory voiced that she sees all of these things as a positive because it means that San Miguel is growing, and voiced that she is in favor of the Director of Utilities moving down to the WWTF.

Director Sangster asked about the cost to furnish the trailer. Discussion ensued about what we have in storage for furnishings.

Director Kalvans voiced that there is data that shows there is an economic impact on where the CSD is located and voiced that he would like to talk about the Fire Department's needs and agrees that they need to be in the downtown area.

The Director of Utilities discussed the history with where the CSD is located and the five to ten-year plan for the District and the building of the new treatment facility.

Director Gregory voiced that why she doesn't feel the CSD needs to be downtown and explained that it is a utility and customers will find a place to pay their bills, the CSD is not a visitors center.

Director Palafox voiced that he agrees that the office is very cramped but doesn't feel that the other staff should move.

Director Kalvans voiced that he is in favor of moving the Director of Utilities to the WWTF, and rehabbing the trailer. Discussion about the upcoming Strategic Planning work session and the WWTF explanation ensued.

Director Sangster voiced that question at hand; for clarification, and asked for public comment.

Public Comment: Diane Sangster San Miguel Resident asked what employee sat in the “training/board room”. The Board Clerk voiced that she moved her desk to that area for distancing response during COVID. Mrs. Sangster asked why the Director of Utilities could not move into that room. Discussion about why the staff needs a conference area ensued. Director Gregory asked if the trailer had already been moved. Director of Utilities Kelly Dodds voiced that the trailer has already been moved. Mrs. Sangster voiced that it was already moved, so it was a done deal.

Board Comment: Director Sangster asked for consensus on the matter.

Director Gregory voiced that she was in favor of the Director of Utilities moving his office to the trailer and rehabbing the trailer for the cost explained.

Director Kalvans voiced that he was also in favor, and agreed with Director Gregory.

Director Palafox voiced that he agrees that the Director of Utilities needs an office to do his job effectively and is in favor of the trailer rehab with cost brought to the Board of Directors.

Consensus of the Board is to rehab the trailer and move the Director of Utilities into the trailer at the WWTF.

- 8. Review and discuss Chapter 4.A (Board Member Compensation) of the San Miguel Community Services District Board Members’ Handbook.** Item was presented by Director Kalvans due to Interim General Manager being absent. Director Kalvans voiced that this has been an issue due to the workload of the Board and the number of meetings that are being proposed. The changes have been reviewed by District General Counsel. The Board Clerk explained that this is a Board Members’ Handbook revision and explained that the financial impact was put into the staff report at the maximum. There is a redline version attached and this is the time to discuss any changes, and next month it will be brought back as approval with Resolution. District General Counsel Dervin voiced that she has reviewed and added language.

Board Comment: Director Sangster looking to be compensating for meetings that are not just regular meetings, and asked District Counsel is this proposal achieving that, or is it too wordy? District Counsel explained that it could be worded differently, and discussion ensued.

Director Kalvans explained that it is written as a policy; and feels that it needed to be explained out for accountability.

Director Sangster asked what regional meetings were about. Director Kalvans gave an example of the GSP meeting. Discussion ensued.

District General Counsel discussed that training should be by Board approval, and discussed having a retreat meeting.

Director Gregory asked about closed-door meetings. It was explained that those are special meetings and qualifies.

Director Sangster voiced item 5 should be “Approved by the Board”

Assistant Chief Young voiced that item two, under forfeiture of stipend should be held to the same standards of the employees. The Board Clerk voiced that we had wording from contracts that would work.

Director Gregory is in favor of the changes.

Public Comment: Board Clerk read aloud the public comment from Laverne Buckman San Miguel Resident, that was sent via email. (Item attached on District Website: <https://www.sanmiguelcsd.org/files/41bdbd8a3/XI+-+8-+Public+Comment+8-27-2020+L+Buckman+XI-8.pdf>)

Board Comment: Director Kalvans voiced that under the Government Code is stated six days a maximum a month. **61047.** (a) *The board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred dollars (\$100) for each day of service. A member of the board of directors shall not receive compensation for more than six days of service in a month.*

Director Sangster voiced that the intent is to say that if a Director plans on going to a meeting he/she will be compensated. Director Sangster agrees with the changes discussed. Director Gregory voiced that it reads “Subsequent special meetings in excess of two (2) hours” and asked why. Director Kalvans explained that it was put in there because he thought that it was inappropriate to be paid for a thirty-minute meeting. Discussion ensued about the time that it takes to come to a meeting.

Public Comment: Michelle Hido voiced that it is not just the time at the meeting but the time to read 300+ pages and research. Mrs. Hido voiced that she doesn’t see this Board having frivolous meetings.

Board Comment: Director Sangster voiced that he would like to hear consensus and have Board Clerk readout changes.

Director Kalvans voiced that San Miguel averages around seventeen meetings a year.

Director Sangster voiced that the financial impact needs to be changed because it is excessive. Discussion ensued. Board asked that the financial impact be calculated at two meetings a month at the most.

The Board Clerk asked about and voiced that she could not find Government Code 60147; District General counsel voiced that the number was transposed and should read 61047.

Consensus of the Board it to make the changes that have been discussed and bring back for approval

XII. BOARD COMMENT:

Director Kalvans reminded everyone of the September 10th Meeting at 6 PM.

Director Kalvans asked if we had an Auto Mutual aid map.

Director Sangster thanked the staff.

Director of Utilities Kelly Dodds voiced that he had forgotten to bring up an opportunity, and asked for approval to present the information to the Board. Director Sangster asked for the information. The Director of Utilities voiced that he has been approached by People's Self-Help Housing, because they are going to be starting a development next to Mission Gardens. Director of Utilities voiced that the developer is required to put in retention basins to collect stormwater and they cannot have any stormwater go onto any other property. People's Self-Help Housing, asked if the CSD would take on Stormwater. Director of Utilities Kelly Dodds explained that if the Board of Directors wished to do this; it would

take talking to LAFCO, and explained that it would also take a Prop 218 to figure the cost for those fifteen homes. Mr. Dodds explained that there was no financial gain from taking on this power and voiced that it would only be a financial drain.

Director Kalvans voiced that if the town wants to incorporate it would have to take on stormwater, voicing that the county is not taking on repairs with new developments. Director Kalvans voiced it could be financially viable if we Incorporate or became a Facilities District. Discussion ensued about how HOA usually takes on this within the developments.

Director Sangster voiced that he did not see this a viable gain for the District.

Director Gregory asked if additional developments have this same issue. Director of Utilities explained that Martinez Development will have to have a retention basin and that every new track will have to have some kind of onsite stormwater retention. Discussion ensued.

Director Gregory voiced that she doesn't see a benefit.

Director Palafox agrees that there is no financial gain for the District, there is no benefit.

Director Kalvans asked if they could wait on this decision. The Director of Utilities Kelly Dodds informed him that they could not wait. Director Kalvans voiced that he would like to discuss in the future but agrees that this is not the time to take on Stormwater powers.

Consensus of the Board is to not take on Stormwater within this or any development at this time and to have the Director of Utilities to inform Peoples Self-help Housing.

XIII. ADJOURNMENT TO NEXT MEETING: Adjournment at Approximately 10:21 P.M.