



# Agenda

## San Miguel Community Services District

### Finance & Budget Committee Regular Meeting

WEDNESDAY, JULY 6, 2016 2:30 P.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 in order to address the Board of Directors on any agenda item. Comments are limited to three minutes, unless you have registered 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. The Agenda's are posted on the CSD's website at: [www.sanmiguelcsd.org](http://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, during normal business hours.

- I. Call to Order- 2:30 P.M
- II. Pledge of Allegiance

Chair Dawes

III. **Roll Call:** Directors: Buckman \_\_\_\_\_ Dawes \_\_\_\_\_

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

V. **Special Status Report & Discussion on Financial Audit Progress by District Auditor—Bob Crosby, Crosby Company**

**VI. AGENDA:**

**1. Review and Discuss Monthly Financial Report for May and June 2016**

**Staff Recommendation:** Discuss and recommend approval of Monthly Financial Reports for May and June 2016 to Board of Directors.

M \_\_\_\_\_ S \_\_\_\_\_

**2. Discuss and recommend approval to Board authorize use of janitorial services to Brendler Janitorial Service.**

**Staff Recommendation:** Discuss and make recommendation to Board authorizing executing a contract in amount of \$3,600.00 annual fee for twice a month cleaning-janitorial services.

M \_\_\_\_\_ S \_\_\_\_\_

**3. Review and Discuss a Change Order request for Tesco Controls, Inc. for Change Order #1 to install backup floats at the wastewater treatment plant wet well at a cost of \$2,800.00 to SCADA system.**

**Staff Recommendation:** Discuss and make a recommendation to Board to approve a Change Order to Tesco Controls to install backup floats at the wastewater treatment plant wet well at a cost of \$2,800.00 to SCADA System.

M \_\_\_\_\_ S \_\_\_\_\_

**4. Review and Discuss a proposal for property appraisal services.**

**Staff Recommendation:** Discuss and make a recommendation to Board regarding proposal for property appraisal services.

M \_\_\_\_\_ S \_\_\_\_\_

**VII. 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.

**VIII. ADJOURNMENT**

**Time:** \_\_\_\_\_

**ATTEST:**

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

I, Tamara Parent, Account Clerk/Operations Coordinator of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCS D district office on June 30, 2016

Date: June 30, 2016

          *Tamara Parent*            
Tamara Parent, Account Clerk