



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President
Anthony Kalvans, Director Joseph Parent, Director Ashley Sangster, Director
Hector Palafox, Director

THURSDAY, April 25th, 2019
6:20 P.M. closed session 7:00 P.M. opened session
BOARD OF DIRECTORS REGULAR MEETING AGENDA

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: 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 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 mark which item number you wish to address.

Meeting Schedule: Regular Board of Director meetings are generally held in the SMCSD Boardroom on the fourth Thursday of each month at 7:00 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 Counter/ San Miguel CSD office 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 office at 1150 Mission St., San Miguel, during normal business hours.

- I. Call to Order: 6:20 PM**
- II. Pledge of Allegiance:**
- III. Roll Call: Green___ Parent___ Palafox___ Kalvans___ Sangster___**
- IV. Approval of Regular Meeting Agenda:**

M_____ S_____ V_____

- V. ADJOURN TO CLOSED SESSION: Public Comment for items on closed session agenda**
Time:_____

A. CLOSED SESSION AGENDA:

- 1. CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation** Pursuant to Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*
- 2. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:(1 case)WO
- 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
(Pursuant to Government Code section 54957(b)(1)
Title: General Manager
- 4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
(Pursuant to Government Code §54957)
Title: Fire Chief
- 5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
(Pursuant to Government Code §54957)
Title: Assistant Fire Chief

- VI. Call to Order for Regular Board Meeting/Report out of Closed Session 7:00 PM**
Time:_____

- 1. Report out of closed session by District General Counsel Seikaly

VII. Public Comment and Communications for items not on the Agenda:

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

VIII. Special Presentations/Public Hearings/Other:

1. **Public Hearing** to consider approving an Ordinance 01-2019 of the San Miguel Community Services District board of directors adopting the San Miguel Community Service District (“District”) water code and authorizing the General Manager, Director of Utilities, Fire Chief, and Assistant Fire Chief to enforce the provisions of the Water Code.
2. **Public Hearing** to consider approving an Ordinance 02-2019 of the San Miguel Community Services District (“District”) Board of Directors adopting and amending the 2019 edition of the California Fire Code including articles, appendices, amendments, and errata of California Building Code section 7A.

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|----|---|-----------|
| 1. | San Luis Obispo County Sheriff (Commander K. Scott) | No Report |
| 2. | San Luis Obispo County Board of Supervisors | No Report |
| 3. | San Luis Obispo County Planning and/or Public Works | No Report |
| 4. | San Miguel Area Advisory Council | No Report |
| 5. | Camp Roberts—Army National Guard (LTC Robert Horvath or LTC Arnold Andersen) | No Report |

District Staff & Committee Reports:

- | | | | |
|-----|--------------------------|------------------|-----------------|
| 6. | Interim General Manager | (Mr. Roberson) | Verbal |
| 7. | District General Counsel | (Mr. White) | Verbal |
| 8. | District Engineer | (Dr. Reely) | Report Attached |
| 9. | Director of Utilities | (Mr. Dodds) | Report Attached |
| 10. | Fire Chief | (Chief Roberson) | Report Attached |

X. CONSENT CALENDAR:

The items listed below are scheduled for consideration as a group and one vote. Any Director or a member of the public may request an item be withdrawn from the Consent Agenda to discuss or to change the recommended course of action. Unless an item is pulled for separate consideration by the Board, the following items are recommended for approval without further discussion.

1. **Accept plans prepared by Monsoon Consulting for rehabilitation of the SM Reservoir access road.**
Authorize staff to identify and secure funding, as well as release plans for bidding once funding is identified. (plans available for review at District office)
2. **Review and Approve Board Meeting Minutes**
 - a) 2-20-2019 Ad- Hoc Meeting Minutes
 - b) 3-13-2019 Special Meeting Minutes
 - c) 3-28-2019 Regular Meeting Minutes

XI. BOARD ACTION ITEMS:

1. **Review and Approve amended Conflict of Interest Code by RESOLUTION 2019-18 and Exhibit A of Resolution.**

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

Recommendation: Review and Approve amended Conflict of Interest Code by Resolution and list of designated positions that are required to file disclosure statements.

M_____ S_____ V_____

2. **Discuss and approve ORDINANCE 01-2019 of the San Miguel Community Services District Board of Directors adopting the San Miguel Community Service District (“District”) Water Code and authorizing the General Manager, Director of Utilities, Fire Chief, and Assistant Fire Chief to enforce the provisions of the Water Code.**

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

Recommendation: Approve Ordinance 01-2019 adopting a Water Code for the San Miguel Community Service District, and authorizing the General Manager, Director of Utilities, Fire Chief, and Assistant Fire Chief to enforce the provisions of the Water Code.

M_____ S_____ V_____

3. **Discuss and approve ORDINANCE 02-2019 of the San Miguel Community Services District (“District”) Board of Directors adopting and amending the 2019 edition of the California Fire Code including articles, appendices, amendments, and errata of California Building Code section 7A.**

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

Recommendation: Approve Ordinance 02-2019 adopting and amending the 2019 edition of the California Fire Code including articles, appendices, amendments, and errata of California Building Code section 7A.

M_____ S_____ V_____

4. **Discussion on status of Machado Wastewater Treatment Facility expansion and aeration upgrade project (Dodds)**

Recommendation: Discuss the status and next steps of the Machado Wastewater Treatment Facility expansion and aeration upgrade projects.

Public Comments: (Hear public comments)

5. **Review and Approve **REVISED** RESOLUTION 2019-07 adopting an application and inspection process with associated fee schedule for Fire, Life and Safety review. (Young)**

Recommendation: Approve revised Resolution 2019-07 adopting an application and inspection process with associated fee schedule for Fire and life safety review.

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

M_____ S_____ V_____

6. Review and Discuss Resolution No 2019-19 Declaring Hazardous Weeds a Public Nuisance within the District.

Recommendation: Review and Discuss Approving **Resolution No 2019-19** Declaring Hazardous Weeks a Public Nuisance within the District.

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

M_____ S_____ V_____

7. Review and authorize the release of a Request for Proposal (RFP) seeking contractual services for financial audits for fiscal years 2018-19, 2019-20, 2020-21 to be circulated for competitive bidding process.

Recommendation: Authorize the release of RFP for Financial Audit Services for competitive proposals.

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

M_____ S_____ V_____

8. Discuss options regarding office space for the administrative offices of the San Miguel CSD

Recommendation: Provide direction to Staff on preferred office option

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

XII. 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.

XIII. ADJOURNMENT TO NEXT REGULAR MEETING OF 05-23-2019

ATTEST:

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

I, Tamara Parent, Board Clerk/Accounts Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on April 18, 2019

Date: April 18, 2019

Rob Roberson Rob Roberson, Fire Chief/Interim General Manager Ashley Sangster Ashley Sangster VP SMCSO