



Agenda

San Miguel Community Services District

Finance & Budget Committee Regular Meeting

WEDNESDAY, SEPTEMBER 8, 2016 1:30 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

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- 1:30 P.M Chair Dawes
- II. Pledge of Allegiance
- 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. AGENDA:

1. Review and Discuss Monthly Financial Report for August 2016

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

M_____ S_____

2. Reconsider award of janitorial services bid.

Staff Recommendation: Review and Discuss monthly janitorial services and give further direction to Staff.

M_____ S_____

3. Discuss and recommend approval to Board to authorize an appropriation from Water Capital Reserves for purchase and installation of a booster pump for non-potable water at Well 3.

Staff Recommendation: Discuss and recommend that the Board authorize the purchase of a booster pump unit for Well #3 at a cost not-to-exceed \$7,000 using Water Capital Reserve funds.

M_____ S_____

4. Review and recommend approval to the Board for the purchase of a Kubota U35 excavator from C&N Tractor at a Cost not to exceed \$53,000.

Staff Recommendation: Discuss and recommend that the Board authorize the purchase of an excavator at a cost not-to-exceed \$53,000 using Water Capital Reserve funds.

M_____ S_____

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5. Discuss and recommend approval of the FY 2016-17 O & M Budget revisions and recommend appropriation of Capital Reserves for budget offsets to the Board.

Staff Recommendation: Discuss and recommend that the Board to approve the FY 2016-17 Budget revisions and to authorize appropriation of Capital Reserves for budget offsets to operating department fund accounts.

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/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 September 2, 2016.
Date: September 2, 2016

Tamara Parent
Tamara Parent, Account Clerk/Operations Coordinator