



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President

Anthony Kalvans, Director

Gib Buckman, Director

Larry Reuck, Vice President

Travis Dawes, Director

FRIDAY JULY 29, 2016 2:00 P.M.

BOARD OF DIRECTORS SPECIAL 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 the 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: 2:00 PM**
- II. Pledge of Allegiance:**
- III. Roll Call:**
- IV. Adoption of Special and Regular Meeting Agendas**

V. 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.

VI. ADJOURN TO CLOSED SESSION:

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

Pursuant to Government Code Section 54956.7 (2) (d) (1 case)

B. RECONVENE TO OPEN SESSION

C. REPORT OUT OF CLOSED SESSION

- 3. Report out of Closed Session by District General Counsel

VII. Call to Order for Regular Board Meeting (estimated to be 3:00 pm)

VIII. Public Comment and 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.

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | |
|--|-----------|
| 1. San Luis Obispo County Sheriff | 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 | No Report |

District Staff & Committee Reports:

- | | | |
|-----------------------------|------------------|-----------------|
| 6. General Manager | (Mr. Gentry) | Verbal |
| 7. District General Counsel | (Attorney White) | Verbal |
| 8. Utility Supervisor | (Mr. Dodds) | Report Attached |
| 9. Fire Chief | (Chief Roberson) | Report Attached |

- 10. District Engineer (Mr. Tanaka) Report Attached
- 11. Finance/Budget Committee (Director Dawes, Chair) Report Attached
- 12. Organization/Personnel Committee (Director Green, Chair) Summary Attached
- 13. Equipment & Facilities Comm. (Director Kalvans, Chair) Summary Attached
- 14. Water Resources Advisory Committee (Director Kalvans, Rep) Verbal

X. CONSENT ITEMS:

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.

- 15. Board Minutes:
 - 15 a. Approval of Special Board Meeting/Workshop Minutes for June 9, 2016
 - 15 b. Approval of Special Board Meeting/Workshop Minutes for June 16, 2016
 - 15 c. Approval of Special & Regular Board Meeting Minutes for May 26, 2016
 - 15 d. Approval of Special & Regular Board Meeting Minutes for April 30, 2016
 - 15 e. Approval of Special & Regular Board Meeting Minutes for June 23, 2016
- 16. Review and Discuss Finance & Budget Committee recommendation to approve May and June 2016 YTD and Monthly Financial Reports with Treasurer’s Report.
- 17. Approval of **Resolution No. 2016- 23** requesting General Election Consolidation of District’s Biennial Election with the November 8, 2016 Consolidated General Election.
- 18. Approval of **Resolution No. 2016-27** Authorizing the establishment of a Capital Projects Fund Account with Rabobank and authorize specific banking power signatures for this account.

XI. BOARD ACTION ITEMS:

- 19. Review and Discuss New Bids for Purchase of New Copier/Printer Replacement

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors approve **Resolution No. 2016-24** authorizing a new copier/printer replacement purchase.

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

M _____ S _____ V _____

- 20. Review and Discuss **Resolution No. 2016-25** accepting the FY 2014-15 District Financial Audit.

STAFF RECOMMENDATION:

Staff recommends that the Board of Directors approve **Resolution No. 2016-25** accepting the FY 2014-15 District Financial Audit Report.

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

M_____ S_____ V_____

- 21. Review and Discuss approving **Resolution No. 2016-22** and adoption of FY 2016-17 Operations & Maintenance Budget and approval of FY 2017-18 Operations & Maintenance Budget for planning purposes.

STAFF RECOMMENDATION: Staff recommends that the Board discuss FY 2016-17 Operations & Maintenance Budget and approve **Resolution No. 2016-22** adopting FY 2016-17 O & M Budget, and approving FY 2017-18 O & M Budget for planning purposes only.

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

M_____ S_____ V_____

- 22. Review and Discuss approving **Resolution No. 2016- 26** adopting the 2016-17 District Annual Work Program and General Manager’s Goals and District Improvement Program.

STAFF RECOMMENDATION: Discuss and Approve **Resolution No. 2016-26** approving 2016-17 District Improvement Plan Goals for District, Set goals for General Manager and Approve the District’s Annual 2016-17 Work Program.

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

M_____ S_____ V_____

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

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 SMCSO office on July 22, 2016.

Date: July 22, 2016

Tamara Parent

Tamara Parent, Account Clerk/Operations Coordinator