



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

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

THURSDAY, February 28th, 2019
6:30 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: 6:30 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 LABOR NEGOTIATORS** (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6)
Unrepresented Bargaining Units: Non-Management Non-Confidential Unit and Non-Management Confidential Unit
- 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 §54957)
Title: Fire Chief
- 4. 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:** None

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:** None

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) | 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. Review and Approve Board Meeting Minutes

- a) 1-24-2019 Regular Board Meeting Minutes
- b) 1-10-2019 Ad- Hoc Personnel Committee Meeting Minutes
- c) 1-29-2019 Ad- Hoc Personnel Committee Meeting Minutes

2. Review and approve **RESOLUTION 2018-11** authorizing the General Manager to sign the Proposition 1 Integrated Regional Water Management Sub-Grant agreement between San Luis Obispo County Flood Control and Water Conservation District and San Miguel Community Services District in the amount of \$177,750.00

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive and File the Enumeration of Financial Report for January 2019

(Freeman)

- A. Claims Detail Report 1-2019
- B. Statement of Revenue Budget vs Actuals 1-2019
- C. Rev Budget vs Actual Summary 1-2019
- D. Statement of Expenditures Budget vs Actual 1-2019
- E. Cash Report 1-2019

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

M_____ S_____ V_____

2. Review and approve a RESOLUTION 2019-10 revising the Investment Policy for San Miguel CSD

(Roberson)

Recommendation: Approve resolution 2019-10 revising the investment policy for San Miguel CSD

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

M_____ S_____ V_____

3. **Review and Discuss changes recommended by the Ad-Hoc Personnel Committee of the District Personnel Guidelines & Policy Manual, previously adopted by the Board September 15, 2016 and hear any Board recommendations.** (Roberson/ Seikaly)

Recommendation: Review and discuss changes recommended by the Ad-Hoc Personnel Committee of the current District Personnel Guidelines & Policy Manual.

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

4. **Review and approve RESOLUTION 2019-05 adopting a comprehensive revision to the San Miguel CSD Application for Water, Wastewater, and Lighting Will Serve and associated fees.** (Dodds)

Recommendation: Approve Resolution 2019-05 adopting a comprehensive revision to the San Miguel CSD Application for Water, Wastewater, and Lighting Will Serve and associated fees.

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

M_____ S_____ V_____

5. **Review and approve RESOLUTION 2019-06 adopting a fee schedule to recoup cost related to construction within the District and to set rates for water meters.** (Dodds)

Recommendation: Approve Resolution 2019-06 adopting a fee schedule for cost recovery of water and sewer services.

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

M_____ S_____ V_____

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

Recommendation: Approve 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_____

7. 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)

8. Review and approve RESOLUTION 2019-08 approving fireworks sales dates for 2019 (Roberson)

Recommendation: Approve Resolution 2019-08 approving fireworks sales dates for 2019

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

M_____ S_____ V_____

9. Review and approve RESOLUTION 2019-09 approving fireworks permit fees for 2019 (Roberson)

Recommendation: Approve Resolution 2019-09 approving fireworks permit fees for 2019

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 TO NEXT REGULAR MEETING OF 02-28-2019

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 February 21, 2019

Date: February 21, 2019

Approved by: Rob Roberson, Fire Chief/Interim General Manager
John Green, Board President
Tamara Parent, Board Clerk/ Accounts Manager