



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President
Anthony Kalvans, Director

Ashley Sangster, Vice-President
Hector Palafox, Director
Joseph Parent, Director

THURSDAY, JANUARY 23, 2020 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**
 Agency designated representatives: Interim General Manager and District General Counsel
 Employee organization: San Miguel Employees’ Association
- 2. **CONFERENCE WITH DISTRICT GENERAL COUNSEL—ANTICIPATED LITIGATION**
 Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9
- 3. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
 Initiation of Litigation pursuant to § 54956.9(c):

- 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: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|----|---|-----------|
| 1. | San Luis Obispo County Sheriff (Commander J. Donovan) | 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) 12-12-2019 2nd Functional Space Work Session Board Meeting
- b) 12-19-2019 Regular Board Meeting

2. Review and Approve Resolution 2020-01 the San Miguel Community Services District Board Members' Handbook (11/2019)

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive and File the Enumeration of Financial Report for December 2019 (Freeman)

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

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

M_____ S_____ V_____

2. Review and Approve Resolution 2020-02 awarding a 5-year contract with Monsoon Consultants to continue providing services as District Engineer. (Dodds)

Recommendation: Approve Resolution 2020-02 awarding a 5-year contract with Monsoon Consultants.

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

M_____ S_____ V_____

3. Discuss and approve Resolution 2020-03 authorizing the Director of Utilities to contract with DE Construction to make repairs to the liner in pond 2 at the Wastewater Treatment Facility at an

estimated cost of \$8,500 and authorize a budget increase in an amount of \$8,500 to WWTP Maintenance. (Dodds)

Funded by: Wastewater Department (40-582)

Recommendation: Approve Resolution 2020-03 authorizing the Director of Utilities to contract with DE Construction to make repairs to the liner in pond 2 at the WWTF.

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

M_____ S_____ V_____

- 4. Discuss and approve Resolution 2020-04 authorize the Director of Utilities to purchase a replacement motor for pond 1 in an amount of \$8,736.00 including tax and shipping and authorize a budget increase in the same amount to WWTP Maintenance. (Dodds)**

Funded by: Wastewater Department (40-582)

Recommendation: Approve Resolution 2020-04 authorize the Director of Utilities to purchase a replacement motor for pond 1 in an amount of \$8,736.00 including tax and shipping.

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

M_____ S_____ V_____

- 5. 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)

- 6. Continued discussion on the Fire Department Temporary Housing unit (Young)**

Recommendation: Discuss the status and next steps for the Fire Department Temporary Housing unit

Public Comments: (Hear public comments)

- 7. Discuss and provide Direction on Land Tax speaker Rick Rybeck.**

Recommendation: Discuss, consider, and provide direction regarding bringing Rick Rybeck to San Miguel.

Public Comments: (Hear public comments)

8. **Adopt Resolution 2020-05 approving the Memorandum of Understanding between the San Miguel Employee’s Association Confidential and Non-Confidential Units and the San Miguel Community Services District for the period of February 1, 2020 through January 31, 2023 and approve a 2019-2020 budget amendment.**

Recommendation: Adopt Resolution 2020-05 approving MOU between the San Miguel Employee’s Association Confidential and Non-Confidential Units and the San Miguel Community Services District

Public Comments: (Hear public comments)

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 02-27-2020

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 SMCSD office on January 16th, 2020

Date:

Rob Roberson, Fire Chief/Interim General Manager

Ashley Sangster, District Board President

Tamara Parent, Board Clerk/ Accounts Manager