



# Agenda

## San Miguel Community Services District

### BOARD OF DIRECTORS

Anthony Kalvans, President  
John Green, Director

Gib Buckman, Director

Larry Reuck, Vice President  
Joseph Parent, Director

**THURSDAY, August 31<sup>st</sup>, 2017**  
**6:00 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](http://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: 6:00 PM**
- II. Pledge of Allegiance:**
- III. Roll Call:**
- IV. Adoption Regular Meeting Agenda**
- 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 LABOR AGREEMENT NEGOTIATORS**

Pursuant to Government Code Section 54957.6

Agency Designated Representatives: District General Counsel, President Kalvans and Director Green

Unrepresented Bargaining Units: Non-Management Non-Confidential unit and the Non-Management Confidential unit

Title: Memorandum of Understanding Negotiations with the unrepresented bargaining units

**2. CONFERENCE WITH DISTRICT GENERAL COUNSEL**

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

Title: District General Counsel

**B. RECONVENE TO OPEN SESSION**

**C. REPORT OUT OF CLOSED SESSION**

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

**VII. Call to Order for Regular Board Meeting (estimated to be 7:00 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 (Col. Nicole Balliet) | Report Attached |

**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)	Verbal
10.	Fire Chief	(Chief Roberson)	Report Attached
11.	Bookkeeper	(Mrs. Freeman/Roberson)	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.

1. Review, Receive and File the Enumeration of Claims Report for July 2017
  - 1) Claims Detail Report 7-2017
  - 2) Statement of Revenue Budget vs Actuals 7-2017
2. Review and Confirm Interim General Manager’s appointment for Account Clerk I

**XI. BOARD ACTION ITEMS:**

1. **Review proposed Amendments to the FY 2017-18 Operational and Capital Budgets and approve RESOLUTION No 2017-44 adopting amendments to the budget**

**RECOMMENDATION:** Review proposed Amendments to the FY 2017-18 Operational and Capital Budgets and approve **RESOLUTION No 2017-44** adopting the proposed budget Amendments

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

2. **Review and Discuss Status Report on Connection Fees, Fire Impact Fees and OES reimbursement funds**

**RECOMMENDATION:** Review and Discuss restricted fund

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

3. **Review and approve RESOLUTION 2017-45 authorizing the Interim General Manager to issue notice of contract award and execute an agreement with Whitaker Construction for construction of the SLT Arsenic Blending Line (a CDBG project) to in the amount of \$156,295.00.**

**RECOMMENDATION:** Review and approve Resolution 2017-45 award authorizing the Interim General Manager to issue notice of contract award and execute an agreement with Whitaker Construction for construction of the SLT Arsenic Blending Line (a CDBG project) to in the amount of \$156,295.00.

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

4. **Review and approve RESOLUTION 2017-46 authorizing the Director of Utilities to purchase two utility trucks, one for the Fire Department not to exceed \$46,000 paid from Fire Impact fees and one for Utilities not to exceed \$70,000 to be paid from water and wastewater Capital Reserves. (Dodds)**

**RECOMMENDATION:** Approve RESOLUTION 2017-46 authorizing the Director of Utilities to purchase two utility trucks, one for the Fire Department not to exceed \$46,000 paid from Fire Impact Fees and one for Utilities not to exceed \$70,000 to be paid from Water and wastewater Capital Reserves. (Dodds)

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

5. **Review and approve resolution 2017-43 approving a contract with Mike Roach Electric for the installation of a standby generator and transfer switch at the fire station at a cost not to exceed \$25,629 to be paid from Fire impact fees, Water and Wastewater capital reserves (Dodds)**

**RECOMMENDATION:** Approve Resolution 2017-43 authorizing the Director of Utilities to enter into a contract with Mike Roach Electric for the installation of a standby generator and transfer switch at the Fire Station at a cost not to exceed \$25,629 to be paid from Fire impact fees, Water and Wastewater capital reserves

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

6. **Review and Discuss Street Lighting with in the San Miguel District boundaries**

**RECOMMENDATION:** Discuss provide direction regarding Street Lights within the San Miguel C.S.D boundaries

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

**7. Review and discuss of the proposed San Miguel Community Services District Board Members' Handbook, By-Laws**

**RECOMMENDATION:** Review and discuss the proposed San Miguel Community Services District Board Members' Handbook.

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

**8. Discussion on Board member conduct and authority to act on behalf of entire Board of Directors**

**RECOMMENDATION:** Discussion on Board member conduct and authority to act on behalf of entire Board of Directors

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

**9. Review and Discussion on Ipad Pro use by Directors**

**RECOMMENDATION:** Review and Discuss past and future use of District use of Ipad Pro by Directors, and give staff direction on how to proceed.

**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**

**Time:** \_\_\_\_\_

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 August 25, 2017

Date: Aug 25, 2017

\_\_\_\_\_  
Tamara Parent, Board Clerk/ Accounts Manager

**Next Scheduled Regular Board Meeting is September 28<sup>th</sup>, 2017**