



**BOARD OF DIRECTORS**

Ashley Sangster, President      Brendin Beatty, Vice-President  
 Rod Smiley, Director              Owen Davis, Director

**REGULAR MEETING MINUTES**

**6:00 P.M. Opened Session**  
**SMCSD Boardroom 01-22-2026**

**1. Call to Order:**

At: 6:00 PM

**2. Roll Call:** *Ashley Sangster, Rod Smiley, Brendin Beatty, Owen Davis*

**3. Approval of Regular Meeting Agenda:**

**Motion By:** Ashley Sangster

**Second By:** Brendin Beatty

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster	X			

**4. Pledge of Allegiance:**

Lead by Director Davis

**5. Public Comment and Communications for items not on the agenda:**

None

**6. Special Presentations/Public Hearings/Other:**

**1. Board to conduct interviews of applicants for the vacant Board of Director seat and potentially appointment an individual to fill the vacancy. (Pg. 5-11)**

Interview and select a candidate to fill an existing Board of Directors vacancy thru December 2026 at which time the seat will be filled through a general election.

Director Sangster read Qualifications & Requirements for being eligible to be a San Miguel CSD Board Member and also read expectations of the SMCSD Board of Directors.

General Manager Kelly Dodds explained that there are four candidates that have been verified with the County register.

Berkley Baker a San Miguel resident and candidate. Director Sangster asked questions from the list provided.

Raynette Gregory a San Miguel resident and candidate. Director Beatty asked questions from the list provided.

John Nickett a San Miguel resident and candidate. Director Smiley asked questions from the list provided.

Vidya Schalk a San Miguel resident and candidate. Director Davis asked questions from from the list provided.

Director Davis made a statement that the Board packets are large, and a lot of time is spent reviewing packets before meetings.

**Public Comment:** General Manager Kelly Dodds read written comment aloud by J. Brown

General Manager Kelly Dodds read written comment aloud by Pamela Jardini

General Manager Kelly Dodds read written comment aloud by Beth Nagengast

General Manager Kelly Dodds read written comment aloud by Barbara Goodrich

**Board Comment:** Director Davis asked about the written public comment. General Manager Kelly Dodds explained that the Public Comments read aloud met the policy requirements.

Board Comment after motion failed. Director Sangster spoke about not not wanting the San Luis Obispo County Board of Supervisors appoint someone to the San Miguel CSD Board of Directors, explaining that they do not know the individuals who have expressed interest in the Board, and does not feel that it is in the best interest in the community.

Director Smiley explained that he feels that it is in the best interest of the community to have a neutral party make this decision and would like to send this decision to the Board of Supervisor.

Discussion ensued.

Deputy General Counsel explained that per policy it takes two board members to add something to the agenda. Discussion ensued regarding the appointment process and the sixty-day time period ensued.

General Manager Kelly Dodds explained that he will notify the County Board of Supervisors, and this item will continue to the February Board meeting. If anything happens between now and then, the Board will be notified, and at this point we will anticipate having the candidate's back at the February 26th Board Meeting.

Director Beatty discussed the upcoming election.

*Board Direction is to continue this item to February 26th, and to contact the San Luis Obispo County Board of Supervisors for more information.*

**Motion By:** Owen Davis

**Second By:** Ashley Sangster

**Motion:** To Approve appointment of Berkley Baker Failed

Board Members	Ayes	Noes	Abstain	Absent
Owen Davis	X			
Ashley Sangster	X			
Brendin Beatty		X		
Rod Smiley		X		

**Motion By:** Brendin Beatty

**Second By:** Rod Smiley

**Motion:** To Approve appointment of Raynette Gregory Failed

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis		X		
Ashley Sangster		X		

**Motion By:** Rod Smiley

**Second By:** Brendin Beatty

**Motion:** To Approve sending the appointment decision to the San Luis Obispo Board of Supervisors Failed

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis		X		
Ashley Sangster		X		

**Motion By:** Owen Davis

**Second By:** Ashley Sangster

**Motion:** To Continue to the February Board meeting

Board Members	Ayes	Noes	Abstain	Absent
Owen Davis	X			
Ashley Sangster	X			
Brendin Beatty		X		
Rod Smiley		X		

**7. Non- District Reports:**

**1. San Luis Obispo County Organizations**

Verbal/Report

San Luis Obispo County Sheriff Deputy Mcfarland and Anderson provided the December 2025 calls for service report for San Miguel. Fire Chief Scott Young read states aloud due to Sheriff call out.

**Public Comment:** None

**Board Comment:** None

**2. Community Service Organizations**

Verbal

None

**3. Camp Roberts—Army National Guard**

Verbal

None

**8. Staff & Committee Reports - Receive & File:**

**1. General Manager (Pg. 12-13)**

Receive report

Item was submitted as written and General Manager Kelly Dodds asked for any questions.

**Board Comment:** Director Davis asked if the General Manager was taking the CSD work truck home, explaining that he has not seen the General Manager Kelly Dodds personal vehicle. General Manager Kelly Dodds explained he has not been taking the CSD work truck home, since the change in his contract.

**Public Comment:** None

**2. District Counsel**

Receive verbal report

Nothing to report

**Board Comment:** None

**Public Comment:** None

**3. District Utilities (Pg. 14-16)**

Receive and file

Item was submitted as written and General Manager Kelly Dodds asked for any questions.

**Board Comment:** None

**Public Comment:** None

**4. Fire Chief Report (Pg. 17-70)**

Receive and File

Fire Chief Scott Young submitted report as written explaining that the end of year report was attached, and discussed the progress made with compliance at the Casa Blanca Mobile Home Park.

**Board Comment:** Director Davis explained that he has asked multiple times about the money that is made from the Safe and Sane Fireworks sales by the San Miguel Firefighters Association (SMFA), expressing that he feels that the Fire Chief's report is where that information should be brought back. Fire Chief Scott Young again stated that's an SMFA concern not a San Miguel Fire Department concern, and invited Director Davis to make an appointment to see him as part of the SMFA. Discussion ensued about getting information from the SMFA, on their sales of Safe and Sane fireworks.

Director Sangster asked about the call for service at the Casa Blanca Mobile Home Park. Fire Chief Scott Young explained that there has been less calls there, since they have been working with them on compliance.

**Public Comment:** None

**9. Consent Calendar:**

**Board Comment:** Director Davis pulled consent items 9.2, 9.3, 9.4 for discussion.

**Public Comment:** None

**1. 12-18-2025 Draft San Miguel CSD Board of Directors regular meeting minutes (Pg. 71-90)**

Receive and file

**Board Comment:** None

**Public Comment:** None

**Motion By:** Ashley Sangster

**Second By:** Rod Smiley

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster	X			

**2. 2025 Volunteer Fire Assistance Grant (VFC) acceptance by RESOLUTION 2026-XX (Approve by 3/5 vote) (Pg. 91-93)**

Approve RESOLUTION 2026-XX authorizing the Fire Chief to accept and administer the 2025 Volunteer Fire Capacity Grant (VFC) award agreement number 7FG25740 from Cal Fire in matching grant funding in the amount of \$1,650.00 for training not included in the original grant application.

Total purchases shall not exceed: \$3,300.00

Item presented by Fire Chief Scott Young and explained that some training line items were not approved in the initial grant, and a supplemental Volunteer Fire Capacity (VFC) was awarded on December 10, 2025, in the amount of \$1,650.00 with a total project amount of \$3,300.00. Fire Chief Scott Young explained that this supplemental grant will be providing funding for S212 Training.

**Board Comment:** Director Sangster asked about budget item and cost. Fire Chief Scott Young explained that acceptance of the supplemental VFC grant will result in a funding matching cost to the District of \$1,650.00 which is already included in the FY 25-26 Fire Department Budget object 20-456. It was explained that no additional adjustments or allocations are required.

Director Davis asked about the VFA/VFC grant that was on last month's agenda. Fire Chief Scott Young responded, and discussion on training ensued.

Director Sangster asked about the struck out items and attached report. Fire Chief Scott Young explained that those struck out items were funded through the initial VFA grant.

Director Davis asked about training, wanting to know if any chainsaws were being purchased. Fire Chief Scott Young explained that it is a S212 Wildland Firefighter Chainsaw Safety class.

Director Beatty asked if this was a CalFire training class and would it have certifications. Fire Chief Scott Young explained that the funds come from CalFire, but the class is through the State Fire Marshall and will certify the Firefighters that take and pass the class. It was explained that this item is a mechanism to assist the Department with funding.

Director Davis asked if this cost for travel to the class. Fire Chief Scott Young explained that the Firefighters will get the Utility Fire Vehicle 8630 for transportation to and from class.

**Public Comment:** None

**Motion By:** Ashley Sangster

**Second By:** Rod Smiley

**Motion:** To Approve Resolution 2026-01

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			

Owen Davis	X			
Ashley Sangster	X			

**3. Adoption of the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan 2025-2030 by RESOLUTION 2026-XX. (Approve by 3/5 vote (Pg. 94-96)**

Review and Adopt the San Luis Obispo County Multi-Jurisdictional Hazardous Mitigation Plan for 2025-2030

Item was presented by Fire Chief Scott Young explaining that this is a Multi-Jurisdictional Hazardous Mitigation Plan, and that it is reviewed every five years. There was no cost to the District, due to San Luis Obispo County receiving a grant for the County wide plan. Discussion on FEMA grants, and funding.

**Board Comment:** Director Sangster asked if San Miguel had input on the plan. Fire Chief Scott Young responded that there was input in the initial phase. It was explained that the information was valid and the General Manager had input for utilities, and that the final version is a web link due to the size.

Director Davis asked if this was also a grant. Fire Chief Scott Young helped clarify that this item was the final version of the Hazardous Mitigation Plan.

**Public Comment:** Robyn Johnson a San Miguel resident spoke about wanting a copy of this document and would like to have a community workshop on how to be prepared.

Fire Chief Scott Young asked to respond. Director Sangster agreed.

Fire Chief Scott Young explained that the best way to be prepared for an emergency is to go to the San Luis Obispo County Operation of Emergency Services, Web page is: [www.readyslo.org](http://www.readyslo.org) and the Final Multi-Jurisdictional Hazardous Mitigation Plan link: [2025-san-luis-obispo-county-multi-jurisdictional-hazard-mitigation-plan](#)

**Motion By:** Ashley Sangster

**Second By:** Brendin Beatty

**Motion:** To Approve Resolution 2026-02

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster	X			

**4. Review and approve a no cost change order between the San Miguel Community Services District and Forefront Power for the proposed photovoltaic solar system at the Machado Wastewater Treatment Facility. (Approve by 3/5 vote) (Pg. 97-101)**

It is recommended that the Board review and approve the proposed change order and authorize the General Manager to execute the order on behalf of the District including any minor non-substantive changes as may be required by District Council

Item was presented by General Manager Kelly Dodds and Deputy General Counsel Pritchard. The no cost change order was explained. Deputy General Counsel provided information about PG&E line tap approval and date for the NEM2.0 status.

**Board Comment:** Director Sangster asked about the system process and the significance of dates. General Manager Kelly Dodds clarified that the significance of the dates is essentially that those are the end dates that we could push out any application. It was explained that if the District does not have its portion of the project done by the end of September 2026, that it would not give enough time for Forefront Power to apply and

receive approval to turn the system on and keep the NEM2.0 status.

Director Sangster asked what it was that the District was waiting on. General Manager Kelly Dodds explained that he is currently working on the plans to go out to bid to install the Switchgear equipment. Discussion ensued on the next steps for this project, and NEM2.0 timelines with end date being 2027.

Director Davis asked about conduit and solar panel installation. General Manager Kelly Dodds explained what equipment Forefront Power would be installing, and what the District was responsible for. RFP will be coming to the Board of Directors for the installation of conduit.

**Public Comment:** Raynette Gregory a San Miguel resident spoke about how slow PGE is and suggested that the District move forward as soon as possible.

**Motion By:** Rod Smiley

**Second By:** Brendin Beatty

**Motion:** To Approve a no cost change order for the photovoltaic solar system

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster		X		

**10. Board Action Items:**

- 1. Monthly claim detail and investment reports for December 2025 (Recommend receive and file claim detail and investment report by Board consensus) (Pg. 102-149)**  
*When ancillary reports are provided they are for reference only and are subject to change.*

Review, Receive and File the attached claim detail and investment reports.

*When ancillary reports are provided they are for reference only and are subject to change.*

Item was presented by General Manager Kelly Dodds submitting reports as written and recommending the Board receive and file the Claims Detail and Investment reports for December 2025.

**Board Comment:** None

**Public Comment:** None

*Consensus of the Board is to receive and file December 2025 Financials*

- 2. Continuation of 10/23/2025 Board Meeting**  
**Adopt a District Bill Payment Policy. RESOLUTION 2026-XX (Approve by 3/5 vote) (Pg. 150-165)**

Review and adopt Resolution 2026-XX adopting a Bill Payment Policy for the District.

Item was presented by General Manager Kelly Dodds explaining that this item was continuation from the October 23rd Board Meeting and went over the changes that have been added to the policy. It was explained that this policy is a mechanism to reduce the cost of customers who provide invalid or insufficient payments to those customers who do provide valid and prompt payments.

**Board Comment:** Director Davis explained that he saw in the Utility Report there was quite a few people that were behind on their bills. General Manager Kelly Dodds explained that those numbers are at the time of the report and that there is always a cycle every month. It was explained that this policy is not necessarily addressing those late payments, it is addressing people that are habitually providing bad checks or cancelling payments. Director Sangster thanked the General Manager for adding the changes to this item.

**Public Comment:** None

**Motion By:** Ashley Sangster

**Second By:** Owen Davis

**Motion:** To Approve Resolution 2026-03

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster	X			

**3. Policy for appointing persons to vacant Board of Director seats. (Discuss and provide direction to staff) (Pg. 166-169)**

Discuss and provide direction on a proposed board vacancy appointment policy.

Item was presented by Deputy General Counsel Pritchard explaining that this item was previously requested by Director Green and Director Sangster that a process be discussed for filling vacancies and appointments. It was explained that as of now the District just follows the statutory framework and asked for discussion on what the Board of Directors would like to see in the policy.

Director Sangster explained that he agreed with the qualifications and discussed having questions from Directors that might come up during the interviews.

Director Davis explained that the Board does not want an election and does not want the County to appoint a member to the Board of Directors. Director Davis made comments on bringing back the candidates to the February meeting.

Deputy General Counsel Pritchard asked if there was something more that could be implemented that would help the Board come to a decision in one meeting and not have to continue the item. This item is to discuss additional mechanisms that could be put in place to make sure that the Board has all the information it needs to come together and decide. Deputy General Counsel asked what the types of things are we want to put in a Board specific policy, that are stricter than the statutory requirements.

Director Beatty explained that in San Miguel's case a special election should have be started, and that the citizens deserve to have a choice on who would best represent them.

Deputy General Counsel Pritchard explained that something like that would need a majority vote and is not something you can build into the process. It was explained that it could be something if the entirety of the Board says we are not going to make any appointment anymore, and that we are only going to have special elections. Discussions ensued on election process, cost, and timing.

Director Sangster asked counsel what they see other authorities do, and what they have in their policies.

Deputy General Counsel Pritchard explained that some of the cities have it that when they are conducting the public interviews, their policy will state that each legislative body member can produce with their own three to five questions. This makes it a little more

versatile and personalized for each member. The other decision is, are these questions given out beforehand or do you have the candidates come and are just ready to be interviewed.

Director Sangster explained that he feels that the five standard questions are fine, and having each board member formulate three of their own questions; either before or during the process would be valuable.

Director Smiley explained he is not comfortable with the Board picking a member and would rather go to the County Board of Supervisors. Director Smiley stated that none of the Board of Directors on this Board were elected on a ballot, they were all elected in lieu of there not being enough candidates.

Director Sangster voiced that he did not agree with removing the ability for the SMCSO Board to appoint, and adding the responsibility to the County Board of Supervisors is not in the best interest of the community or the Board because the San Luis Board of Supervisors are detached from this community.

Deputy General Counsel explained that there should be a cap on the number of questions from each Board member because that could go on indefinitely. Director Sangster suggested no more than three from each Director.

Director Davis explained that he feels that it should be mandatory that the candidates, answer the Board's questions. Deputy General Counsel explained that he could take it into consideration in his decision if a candidate does not answer the question.

Director Beatty agreed that having the opportunity to ask a couple questions would be beneficial.

Discussion ensued on proposed elements to add to an appointment policy, and how to decide what questions to ask.

Deputy General Counsel provided direction on asking individual questions at the February meeting.

Director Davis explained that he feels that if public comment calls out individuals, the individual should be able to respond or rebuttal those comments.

**Public Comment:** Gregory Campbell a San Miguel resident gave his opinion that the process for appointments is fine as is and explained that he does not feel that the current Board should put stipulations on future Board of Directors. Mr. Campbell also spoke about there being a lot to do and they had four really good candidates, feeling disappointed that those candidates were never given a chance.

Raynette Gregory a San Miguel resident voiced that she agreed with Mr. Campbell and explained that she feels that this is a job interview and the Board needs to remember that with the ad-hoc questions there are certain questions can not be asked by the Board. Mrs. Gregory also spoke about there being more candidates than normal and that the process is already intimidating.

Jenny Nickett a San Miguel resident spoke about being disappointed that there is still a "us versus them" mentality on the District's Board and came tonight with great hope with four candidates. Mrs. Nickett also spoke about the Board expecting the audience and your constituents to come forward with an open mind and thinks that the Board needs to get united; feeling that the Board had plenty of opportunities to meet the candidates.

Deputy General Counsel Pritchard provided clarification on the Brown Act and asked the Board if they had a preference on adding this policy to the Board Handbook, or have it as a stand-alone policy. Director Sangster said that he thinks it should go in the Board Handbook.

**4. Waive First Reading, Read by Title Only, and Introduce and An Ordinance of the San Miguel Community Services District Board of Directors adopting the 2025 California**

**Fire Code, 2025 California Building Code, 2025 California Wildland-Urban Interface Code, and Local Ordinance 01-2026. (Approve by 3/5 vote)(Pg. 170-183)**

Waive First Reading, Read by Title Only, and Introduce and An Ordinance of the San Miguel Community Services District Board of Directors adopting the 2025 California Fire Code, 2025 California Building Code, 2025 California Wildland-Urban Interface Code, and Local Ordinance 01-2026.

Item was presented by Fire Chief Scott Young explaining the item, adding to waive the first reading by title only. This item is a basis for all fire safety items for the purpose of ratification by the County Board of Supervisors. Fire Chief Scott Young explained that the Districts responsibility to adopt the California Fire Code every three years and it must include a local ordinance at the time of adoption. Adopting the local ordinance is to assure the fire, life, and safety issues directly related to the agency's jurisdiction of the AHJ are properly mitigated at the best ability of the AHJ, to maintain compliance with the current county and state regulations.

**Board Comment:** Director Beatty asked when is the official due to the County and State. Fire Chief Scott Young explained that it is past due, and that this should have been the second reading. It was explained that it was not brought forward because last month the Board went on a different path with the previous fire code. Fire Chief explained that this is a priority to get to the Board of Supervisors, which had to include all local agencies.

Director Davis explained that he has a problem on what is being presented because he requested that there be a ban of all fireworks in San Miguel. Director Davis stated that he thought that this was supposed to be brought back to vote on changing the ordinance to ban Safe and Sane fireworks, and did not understand why it is still in the proposed ordinance.

Deputy General Counsel Pritchard clarified that the Safe and Sane fireworks issue was requested to come back to the Board once there was a full Board, so as of tonight it remains unchanged. It was also explained that there will be another opportunity to implement the sales of Safe and Sane Fireworks because of the process for the Board to approve the application period. Discussion ensued, with focus on trying to get the adoption of the 2025 Fire Code in a timely manner, and there was more discussion on the permitting fireworks process.

**Public Comment:** Robyn Johnson a San Miguel resident spoke about Fireworks in San Miguel not just being from residents of San Miguel, and that fireworks bother her since she is a combat veteran.

Director Davis explained that there is nothing that Mrs. Johnson could do and that is why he wants to change the Ordinance to ban all fireworks in San Miguel.

Fire Chief Scott Young explained that she needs to call the Sheriff's Department, and that the ordinance for this item is all encompassing for fire safety for the District. There were examples given that it has vegetation management, building standards, and fireworks. The Fire Code Ordinance does have a section that allows the Fire Department to seize illegal fireworks and explained that there is a significant difference in illegal fireworks and Safe and Sane fireworks. Fire Chief Scott Young invited the public to come to the Fire Department because he would like to show them the educational materials he has.

Discussion ensued on aerial technologies to enhance the abilities to confiscate illegal fireworks, and that the San Miguel Firefighters Association is the non-profit that sells the Safe and Sane Fireworks.

**Motion By:** Rod Smiley

**Second By:** Brendin Beatty

**Motion:** To Approve first reading of Ordinance 01-2026

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Ashley Sangster	X			
Owen Davis		X		

**5. Authorize the General Manager to execute a contract with The Engineering Partners Inc. for Street Lighting Design Services in an amount not to exceed \$87,890 by RESOLUTION 2026-XX including necessary budget adjustment. (Approve by 3/5 vote) (Pg. 184-276)**

Authorize the General Manager to execute a contract with The Engineering Partners Inc. for Street Lighting Design Services per the circulated RFP in an amount not to exceed \$87,890 by resolution including necessary budget adjustment.

Item was presented by General Manager Kelly Dodds explaining that the Board of Directors authorized the release of an RFP for Street Lighting Design Services at the October 23rd, 2025, Board meeting. Two firms, The Engineering Partners Inc.(EPI) bid (\$87,890), and MNS Engineers bid (\$132,615), indicated that they were interested in proposing on the RFP and subsequently requested additional information and provided proposals by the November 20th, 2025, deadline. General Manager Kelly Dodds explained that the price difference is due to hourly wage differences.

**Board Comment:** Director Sangster asked if the District has worked with EPI. General Manager Kelly Dodds explained that the District has not worked with EPI but has done some background research and they have done similar work for other agencies.

Director Beatty asked the General Manager Kelly Dodds to discuss the areas that are being requested in the design. General Manager Kelly Dodds explained the areas/sites and provided comments.

Director Davis asked if that cost was just for design. General Manager Kelly Dodds explained that the contract being discussed is for design and permitting, that will get it to the construction point.

Director Sangster asked if the Lighting Department has funds for this project. General Manager Kelly Dodds explained that the Lighting Department has funding for around half of the proposed project. It was explained that this would all be done in phases and the priority for lighting will be brought back to the Board of Directors.

Fire Chief Scott Young asked to have the project could be expanded to have lights on River Road and provided comments on the vehicle accidents that have occurred in that area.

*Consensus of the Board is to add River Road & Mission Lane.*

**Public Comment:** Gregory Campbell a San Miguel resident spoke about the lighting on River Road and how it is overdue. Mr. Campbell also spoke about the Lighting Department funds.

**Motion By:** Ashley Sangster

**Second By:** Brendin Beatty

**Motion:** To Approve as Amended Resolution 2026-04 to add River Road & Mission Lane to the scope of work

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			

Rod Smiley	X			
Owen Davis	X			
Ashley Sangster	X			

**6. Approve RESOLUTION 2026-xx authorizing the General Manager to execute a contract with ABC Liovin Drilling Inc. in an amount not to exceed \$52,689, and MBS Land Survey in an amount not to exceed \$3,600, for exploratory and monitoring well borings at multiple locations within the Machado Wastewater Treatment Facility. (Approve by 3/5 vote) (Pg. 277-282)**

Review and approve the attached resolution authorizing the General Manager to contract with ABC Liovin Drilling Inc and MBS Survey with associated budget adjustment for exploratory and monitoring well borings at multiple locations within the treatment plant to aid in developing a solution to the existing percolation issues at the treatment plant and to install additional replacement monitoring wells at the treatment plant to comply with the existing general order permit.

Item was presented by General Manager Kelly Dodds explaining that this item is to approve a contract with ABC Liovin Drilling Inc. and MBS Survey with associated budget adjustments for essentially nine exploration and monitoring well borings at multiple locations within the treatment plant. It was explained that this would aid in developing a solution to the existing percolation issues at the treatment plant and installing additional replacement monitoring wells at the treatment plant to comply with the existing general order permit.

Director Sangster asked if the District had worked with either company. General Manager Kelly Dodds explained that he has not worked with ABC Liovin Drilling Inc. but has worked with MBS Land Survey without issues. It was explained that he knows of work they have done with other entities and that they were just awarded a contract with the County for similar monitoring wells. Both Companies can do the required work.

Director Davis asked for clarification on the nine monitoring wells. General Manager Kelly Dodds explained that they will be developing four new monitoring wells and drilling three new exploratory wells to determine the stratus. Discussion ensued.

Director Sangster asked if the new wells were going to be lined. General Manager Kelly Dodds explained that the wells would have, a 2-inch PVC Casing.

Director Beatty asked what these wells would be doing for the District. General Manager Kelly Dodds explained that these wells would basically be a "sounding well" and would get the water table level on a regular basis, and it will become part of our monitoring network at the treatment plant. The monitoring network will monitor the groundwater quality. Discussion ensued on required sampling.

**Public Comment:** None

**Motion By:** Ashley Sangster

**Second By:** Brendin Beatty

**Motion:** To Approve Resolution 2026-05

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster	X			

**7. Tabled from 10/23/2025 and 12/18/2025 Board meetings**

**Authorize the General Manager to execute a Not to Exceed, Time and Material Contract with Water System Consulting (WSC) for program management support through permitting and construction phases of the Expansion and Upgrade of the Machado WWTF by RESOLUTION 2026-XX (Approve by 3/5 vote) (Pg. 283-288)**

Authorize the General Manager to execute a Time and Material contract with Water System Consulting for program management support services through construction.

Item was presented by General Manger Kelly Dodds explained that on page 284 the Board will find the requested breakdown. General Manger Kelly Dodds summarized the requested contract, explaining that the request is for a time and material amendment to ESC contract for \$55,507.10 to provide additional support for the permitting and construction phases of the Wastewater Treatment Facility upgrade.

**Board Comment:** Director Sangster asked about financial phases, discussing the breakdown of tasks. Discussion ensued. General Manager Kelly Dodds explained that this is a time and material contract.

Director Davis questioned if the General Manager knows that there have been a lot of changes in the plant design, asking if WSC has been working on this for four-years. General Manager Kelly Dodds explained that the project was going on before WSC became the Districts Engineer's, and this amendment is the time that WSC feels that it will take to finish up these tasks.

Director Davis asked the General Manager Kelly Dodds if the "Taj Mahal" building was removed from the treatment plant, in the design. General Manager Kelly Dodds explained again that the office building that was originally proposed for the treatment plant will not be included in the construction of the treatment plant design.

**Public Comment:** None

**Motion By:** Rod Smiley

**Second By:** Brendin Beatty

**Motion:** To Approve Resolution 2026-06

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Owen Davis	X			
Ashley Sangster	X			

**8. Review and approve two contract amendments (#6 and #9) with Wallace Group Inc. for additional work related to the change in process for the Cloacina package plant approved under amendment #2 and additional plan changes which were not part of the original scope of work. (Approve by 3/5 vote) (Pg. 289-299)**

It is recommended that after review and discussion that the Board approve, by 3/5 vote of the Board, and authorize the General Manager to execute, contract amendments # 6 and #9 with Wallace Group Inc. for the changes to construction documents for; 1) additional work related to the change in process to the Cloacina package plant and 2) additional plan changes which were not part of the original scope of work.

Item was introduced by General Manager Kelly Dodds explained that what is being requested are two contract amendments # 6 and #9 with Wallace Group Inc. for the changes to construction documents for; 1) additional work related to the change in process to the Cloacina package plant and 2) additional plan changes which were not part of the

original scope of work. General Manager Kelly Dodds provided comments on the change item such as removal of the operations building from the bid plan set, addition of a full height wall on the equipment storage building, septage receiving station, Davit cranes for the pump stations, and change to plugs for pump connections in control cabinets. It was explained that while these changes add cost to the project, they all either increase personnel safety, equipment protection, or in the case of removing the operations building separate out of the bid documents the portions of the original project that are not being funded at this time. The Contract amendment #6 \$122,036 Contract amendment #9 \$45,445 Total commitment for CA #6 and #9 of \$167,481. to be paid from the wastewater fund and reimbursed through the existing planning grant and pending construction.

**Board Comment:** Director Sangster asked about the funding. General Manager Kelly Dodds explained that it would be being paid from the wastewater fund and reimbursed through the existing planning grant and pending construction grant. Director Sangster discussed that he feels that the main cost of the proposed amendments are due to the process changes.

**Public Comment:** None

After motion Director Beatty asked clarifying questions on the grants.

**Motion By:** Rod Smiley

**Second By:** Brendin Beatty

**Motion:** To Approve Amendment #6 & #9 from The Wallace Group

Board Members	Ayes	Noes	Abstain	Absent
Brendin Beatty	X			
Rod Smiley	X			
Ashley Sangster	X			
Owen Davis		X		

**9. Continued from 11/20/2025, 12/18/2025 Board meetings**

**Discussion on District administrative office space and potential alternatives to relocate the offices away from the Machado Wastewater Treatment Facility for administrative staff. (Approve by 3/5 vote) (Pg. 300-304)**

**Requested by Directors Green and Davis 2/27/2025 and 6/26/2025**

It is recommended that the Board discuss and direct staff in one of the following actions:

1) Approve relocation of the District administrative office to 1271 Mission Street.

Including:

- Authorize the General Manager to negotiate lease or purchase terms with the owner of record of 1271 Mission and prepare lease/ purchase relocation tenant improvement costs resolutions to be provided for Board approval at the February meeting.
- Approve resolution 2026-XX authorizing the purchase of the existing modular office at the WWTF

or

- Approve continued rental of the modular office at the WWTF.

2) Direct the General Manager to maintain the District Administrative office at the WWTF.

Including:

- Approve resolution 2026-XX authorizing the purchase of the existing modular office at the WWTF
- or
- Direct the General Manager to continue renting the existing modular office at the WWTF

3) Reject the above options and provide other direction to staff.

Item was presented by General Manager Kelly Dodds explaining that this discussion has been narrowed down to two viable options. One: to relocate to 1271 Mission Street or two: maintain the District offices at the Wastewater Treatment plant at 1765 Bonita Place. There was discussion on possibility other properties coming available in the next year. General Manager Kelly Dodds explained that there is opposition from the Union represented employees, primarily due to the location that is being proposed. It was explained that there will be additional costs at 1271 Mission Street and that there would need to be some additional security measures, discussion on what would be needed ensued. General Manager Kelly Dodds explained that he did recently receive a proposal from the 1271 Mission Street Property owner, who is willing to negotiate a lower rate for two years and then slowly bring the rent back up, depending on how much upfront cost there would be to them. General Manager Kelly Dodds explained that the other option is staying at the Wastewater Treatment plant and continuing to rent or purchase the modular office trailer that is currently there. Discussion ensued on what is and will be needed during construction at the Wastewater Treatment plant. General Manager Kelly Dodds explained that as requested by the Board he was able to negotiate with API for a slightly reduced rate, essentially a \$6,000 reduction on the original cost with some upgrades.

**Board Comment:** Director Davis asked what the price was for the existing trailer that was negotiated if purchased. General Manager Kelly Dodds explained that it is \$166,069.27, including the replacement of windows.

Director Sangster clarified that the cost would be around 75 months of rent.

Director Beatty asked the year of the trailer. General Manager Kelly Dodds explained that it was built in 1985, and the structural integrity is good.

Director Davis explained that if the staff stayed at the Wastewater Treatment Facility the employees should sign a release of liability for anything that might happen if they get sick or anything else that pertains to being down there. General Manager Kelly Dodds explained that he did not feel that the District could require that. Deputy General Counsel agreed, stating the reasoning.

Director Sangster explained that the objective of this item was based on concern about employee safety, but since there is opposition both from Staff and SEIU as expressed in the letter to the Board. It was expressed that if there is a desire for Staff not to move then he does not want the District to shoulder the burden of liability should something happen there. Discussion ensued on liability.

Deputy General Counsel Pritchard explained that she could do a legal analysis on these specific circumstances, because it is unique.

Director Sangster said that he feels it is specific to working environment with waste being

treated and equipment being operated to treat that waste. It is not a normal office environment or location and would like to mitigate the risk based on the operational nature of the facility.

Director Beatty explained that, as stated before, the office Staff is not out jumping into ponds, they do not use any equipment and feels that it is sufficient that the Staff acknowledge where they work. Discussion ensued on which staff was located at the previous building and who moved over to the treatment facility and plant operators ensued. Director Sangster gave an example that there are signs posted on the gate that states that it is a hazardous environment and would like some kind of legal tool to defend the District. Discussion ensued.

**Public Comment:** Gregory Campbell a San Miguel resident spoke about the public and where they want to see the District Office at and would like to have a comment card on the issue. Mr. Campbell also spoke about the 1271 Mission Street building, the proposal, and current offices at the Wastewater Facility.

Raynette Gregory a San Miguel resident spoke about how everything is cheaper overall if the property is owned by the District, and the total cost of moving. Mrs. Gregory also spoke about the houses around the Treatment Facility, and that staff are reliant on working as a team.

Robyn Johnson a San Miguel resident spoke about combat military service with soldiers dealing with fecal matter and that they had complains thirty years later. Mrs. Johnson also spoke about staff not needing to sign away their rights, but the District needs to look at a balance.

General Manager Kelly Dodds read written comment aloud from the San Miguel CSD union, SEIU Local 620.

General Manager Kelly Dodds responded to questions and provided comments.

**Board Comment:** Director Davis asked for clarification on the current office trailer and if there was a bathroom in that office or if all the staff use the bathroom in the shop. General Manager Kelly Dodds explained that there is an ADA compliant bathroom in the current office trailer.

Director Davis mentioned the North side of the Fire Station as an option, and asked if the current trailer could be moved to that location. Discussion ensued on that location not being available, county not allowing it, and burden on operations to separate Administrative Staff.

Director Davis asked to table this item to get more information. General Manager Kelly Dodds asked what information was needed. Discussion on lease agreement and property negotiations item for closed session ensued.

Director Sangster explained that he was not convinced that investing in a forty-year-old trailer was the right direction. It was asked what signage could be used to limit the liability for the public going into the facility and what steps can be taken to limit the liability for the District from an employee perspective.

Director Beatty seconded that recommendation.

Deputy General Counsel Pritchard asked for consensus from that Board to do a legal analysis, as discussed.

Director Smiley explained that he is against moving from the treatment plant and feels that the Board has spent enough time on the subject. Director Smiley also asked if Paso Robles has signage about people not going to their treatment facility. Discussion ensued.

*Consensus of the Board is to stay at the Wastewater Treatment Facility and investigate the possibility of liability for being at the Wastewater Treatment Facility.*

**10. Continued from 11/20/2025, 12/18/2025 Board meeting**

**Provide direction on the installation and use of a red light outside the Temporary Housing Unit (THU) and possible action to approve expenditure for installation. (Provide direction by 3/5 vote) (Pg. 305-306)**

**Requested by Director Green and Davis at September 2025 Board meeting**

Consider the installation of a red light on a photocell to be installed on the West exterior of the Temporary Housing Unit.

Item was introduced by Fire Chief Scott Young explaining that the is to consider the installation of a red light on a photocell to be installed on the West exterior of the Temporary Housing Unit. It was explained that Baldwin Electric provided a quote for a cost of \$456.00 for installation and parts.

**Board Comment:** Director Davis asked if there was already a light there, with a light switch. Fire Chief Scott Young explained that there is a front porch light.

Director Davis said that he would like a red lens put in the light and when someone is there to turn it on and if they leave turn it off. Fire Chief Scott Young reminded the Board that they had a in-depth conversation regarding this at last month's meeting.

**Public Comment:** Gregory Campbell a San Miguel resident shared his opinion that this is a stupid idea.

**Board Comment:** Director Smiley said that all police stations should have blue lights, and that other small fire departments do not do this and feels that it is ridiculous.

**Motion By:** Ashley Sangster

**Second By:** Owen Davis

**Motion:** To Approve Baldwin Electric to install red light outside THU

Board Members	Ayes	Noes	Abstain	Absent
Owen Davis	X			
Ashley Sangster	X			
Rod Smiley		X		
Brendin Beatty			X	

**11. Board Comment:**

Director Davis asked to go back to the 12-18-25 Board Meeting and discuss consent calendar and bring back to re-vote or have a discussion. General Manager Kelly Dodds asked what items he was talking about. Director Davis explained it was for the grant items for the Fire Department.

Fire Chief Scott Young explained that funds have already been allocated for those projects, because they were approved.

Director Davis explained that they are consent items 9.4 & 9.5, VFA and OTS grants. Discussion ensued on the funds, and what those grants funds were used for.

Raynette Gregory spoke out from audience, about discussion.

Director Davis asked for clarification on the funds, and the matching funds part of the grant. Fire Chief Scott Young clarified that the VFA grant was a 50/50 matching grant for \$14,000 and the OTS grant was zero matching. Discussion ensued.

Director Davis asked to have a censure of Director Smiley put on the February Board Meeting for stalking and messing with his employer.

Director Smiley explained that he is not a stalker and never contacted his employer.

Deputy General Counsel asked that Director Davis submit his request in writing, so that it can be reviewed against the Censure Policy guidelines.

**12. Adjourn to Closed Session/Closed Session Agenda:**

**Public Comment:** None

Director Sangster closed public comment and called the meeting into closed session at 10:22 PM.

**1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code, § 54957(b)(1)) Title:  
Fire Chief  
Discussion**

**2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code, § 54956.8)  
Property: Assessor's Parcel Numbers 027-420-016**

**Agency Negotiator: Kelly Dodds  
Negotiating Parties: Tannahill Ranch II LLC  
Under Negotiation: Price and terms of payment for real property purchase  
Discussion**

**13. Report out of Closed Session:**

Item 12.1 tabled to February, due to time  
Item 12.2 Direction was given to staff

**14. Adjournment to Next Regular Meeting:**

At: 10:32 PM

*As per Chapter 10.9 of the SMCSD Board Member Handbook, meeting minutes reflect actions taken and are not a complete record. Please visit the SMCSD website:*

*<https://www.youtube.com/@sanmiguelcsd/playlists> to view full recordings of meetings.*