



# 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, SEPTEMBER 26th, 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](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:** **6:30 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 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 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
- 3. **CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:

- 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:**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>1. San Luis Obispo County Sheriff (Commander K. Scott)</li> <li>2. San Luis Obispo County Board of Supervisors</li> <li>3. San Luis Obispo County Planning and/or Public Works</li> <li>4. San Miguel Area Advisory Council</li> <li>5. Camp Roberts—Army National Guard (LTC Robert Horvath)</li> </ul> | <ul style="list-style-type: none"> <li>No Report</li> <li>No Report</li> <li>No Report</li> <li>No Report</li> <li>No Report</li> </ul> |
|---|---|

**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 & Asst. Fire Chief (Chief Roberson & Asst Chief Young) 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) 08-22-2019 Draft Regular Board Meeting

**XI. BOARD ACTION ITEMS:**

**1. Review, Discuss, Receive and File the Enumeration of Financial Report for July 2019 #D and August 2019 (Freeman)**

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

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

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

**2. Review and approve RESOLUTION 2019-31 authorizing purchase and installation of computer towers and servers with Capital Reserves in an amount not to exceed \$18,000 from the Fire, Wastewater, and Water Capital Reserve Funds. (Dodds/ Mapalo)**

**Recommendation:** Approve Resolution 2019-31 authorizing use of Capital Reserves to purchase and install replacement computer towers and servers.

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

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

**3. Review and approve RESOLUTION 2019-32 authorizing \$21,000 from the Operational Budget: Repair and Maintenance to replace the Pump Motor and column piping at Well 3.**

**Recommendation:** Approve Resolution 2019-32 \$21,000 from Operational Budget: Repair and Maintenance to replace the Pump Motor and column piping at Well 3.

**Public Comments:** (Hear public comments)

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

**4. Review and Discuss implementing of Automated Bank Drafting (ACH) for Utility Billing Customers. (Parent)**

**Recommendation:** Review implementation of ACH module for Utility Billing

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

**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. Discuss and provide direction to staff on how to proceed with the current 2<sup>nd</sup> floor remodel project at the San Miguel Fire Department (Young/Roberson)**

**Recommendation:** Discuss and provide direction

**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 TO NEXT REGULAR MEETING OF 10-24-2019**

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 SMCS D office on September 20, 2019

Date: September 20, 2019

Rob Roberson Rob Roberson, Fire Chief/Interim General Manager

John Green President Green, SMCS D

Tamara Parent Board Clerk/ Accounts Manager