



**SAN MIGUEL COMMUNITY SERVICES DISTRICT BOARD OF DIRECTOR & GROUNDWATER SUSTAINABILITY AGENCY**

Ward Roney, President      Raynette Gregory, Vice-President  
 Rod Smiley, Director      Owen Davis, Director      Anthony Kalvans, Director

**REGULAR MEETING MINUTES**  
**6:00 P.M. Closed Session 7:-300 P.M. Opened Session**  
**SMCSD Boardroom 04-27-2023**

**1. Call to Order:**  
 At 6:12 PM

**2. Roll Call:** *Raynette Gregory, Anthony Kalvans, Owen Davis, Rod Smiley*  
 ABSENT: *Ward Roney*

**3. Approval of Regular Meeting Agenda:**  
 Director Kalvans asked about the public in attendance for the Groundwater Sustainability Agency portion of the meeting, and discussed the CIP item.  
 Consensus of the Board was to leave agenda as is.

**Motion By:** Rod Smiley

**Second By:** Raynette Gregory

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory	X			
Ward Roney				X

**4. Pledge of Allegiance:**  
 Lead by Director Kalvans

**5. Public Comment and Communications for items not on the agenda:**  
**Public Comment:** Greg Grewal, Creston resident spoke about the Water Districts within the Paso Robles Groundwater Basin.

**6. Special Presentations/Public Hearings/Other:**  
 None

7. **Non- District Reports:**

1. **San Luis Obispo County Organizations**

Verbal/Report

Sheriff Manuele gave current call statistics for March 2023. Sheriff Manuele discussed that calls for service are down through out San Luis Obispo County. Sheriff Station had a total of 1505 call for service, and 172 of those calls were to San Miguel.

**Public Comment:** None

**Board Comment:** None

2. **Community Service Organizations**

Verbal

Rod Smiley spoke about the Mason Chapter in the North County, and voiced that he is working with the Lion's Club and the County of San Luis Obispo to get community organization signage at the gateway signs coming into San Miguel.

**Public Comment:** None

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

Verbal

None

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

1. **General Manager**

Receive verbal report

General Manager Kelly Dodds spoke about to public surplus items sales. Mr. Dodds explained that the District has received the SDLF District Transparency Certificate of Excellence Award. The SLO County Election Box was placed at the District Utilities Office and was a success. General Manager Kelly Dodds met with the new Executive Director of IWMA and discussed how IWMA is working with the County of San Luis Obispo to rejoin the IWMA, and that will have a potential for a rate reduction. IWMA has committed to sponsor a Hazardous Waste facility at the SMCSO Machado Wastewater Facility in the year 2023-24. Mr. Dodds voiced that the ten-thousand dollar reimbursement from the Mattress Recycling Council had been received, that paid for more than half of the fork-lift purchase. The District had the triennial Water Board inspection of wells and tanks, passed with only minor comments related to future growth. General Manager updated the Board on the FEMA application that was submitted, and is also working with CALOES to secure funding for long-term protective measures for the lift-station through a separate program. Street Sweeping in San Miguel is scheduled monthly and can be looked up at the County Website: <https://www.slocounty.ca.gov/Departments/Public-Works/Services/Maps/Street-Sweeping-Schedule.aspx>

**Board Comment:** Director Kalvans asked what the benefits would be to have the County rejoin IWMA, Discussion ensued about the voting board.

Director Smiley asked about the FEMA application, cost and the proposed long-long term barrier. Discussion ensued.

Director Kalvans thanked and Congratulated the District Staff for receiving the SDLF District Transparency Certificate of Excellence Award.

**Public Comment:** Greg Grewal spoke about IWMA

2. **District Counsel**

Receive verbal report from Douglas White

Christina Pritchard, Lawyer at White Brenner, LLP reported that she had nothing to report

**Board Comment:** None

**Public Comment:** None

**3. District Utilities**

Receive and File

General Manager Kelly Dodds submitted report as written

**Board Comment:** Director Kalvans voiced that he sees that Well 4 is at 69 feet and asked if that was from the rain, and asked if they would be seeing more of a rise in Well levels due to the rain. Director Kalvans asked about the sewer lateral discussed in report. General Manager Kelly Dodds explained the situation and is trying to have the two property owners work together. The District at this time does not allow sewer lateral, and discussion about ADU ensued.

Director Davis asked about the SLT Well, and feels that the District is not in need of a new tank, voiced that the Airport property has a well so that can be tied in to the terrace. Discussion Ensued.

Director Gregory asked to be reminded what SB1383 was, and Discussion about State budget cuts ensued.

**Public Comment:** None

**4. Fire Chief Report**

Receive and File

Fire Chief Young report was submitted as written and asked for any questions, via Phone

**Board Comment:** Director Smiley asked if former Fire Chief Rob Roberson was employed at this time with the San Miguel Fire Department. Chief Young Voiced that he was a Paid Call Firefighter (PCF), and takes coverage when needed, he is compensated like other PCF. Director Smiley asked if Mr. Roberson has a vehicle to respond in and that he would be in the Call Log presented in the Monthly Chief Report. Discussion about compensation and response ensued. Director Smiley asked about Mr. Roberson and if he was issued a District Credit Card. Chief Young voiced that he does have a District Credit Card explaining that the Fire Department tracks all purchases monthly and explained that the Card is a back up for emergency purposes.

Director Kalvans voiced that he saw that the State has received the notice for Trailer Parks and thanked Chief Young for working on that.

Director Gregory asked if there is still more work that needs to be done with HDC, and Chief Young explained that a notice to the Trailer Park property owners will need to be notified.

**Public Comment:** Greg Grewal spoke about his time as a Firefighter with the LA Fire Department. Mr. Grewal spoke about the changes in the area for Fire hazard.

Ashley Sangster San Miguel Resident spoke about PCF Roberson's San Miguel Fire response vehicle and District credit card, Mr. Sangster was outraged that a PCF would have these from the District.

Fire Chief Young thanked Mr. Grewal for his service as a Firefighter

**9. Consent Calendar:**

**Board Comment:** None

**Public Comment:** None

**Motion By:** Rod Smiley

**Second By:** Anthony Kalvans

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory	X			
Ward Roney				X

**1. 03-23-2023 Draft Regular Meeting Minutes (Parent)**

Receive and File

**10. Board Action Items:**

**1. Fiscal Year 2021-22 District Financial Audit Report**

Approve **Resolution No. 2023-02** accepting and approving the Independent Auditor's Report and Financial Statements for FY 2021-22 and authorizing the filing of this audit with the State of California and County of San Luis Obispo County Clerk's office.

Item presented by Financial Officer Michelle Hido and Moss, Levy, and Hartzheim Auditor Adam Guise. Mr. Guise explained to the Board of Directors that his team was at the District office for field work and voiced that all items needed were readily available from staff. Auditor Guise went through the Audit per Director Kalvans request. Each department fund was explained and how each are funded, with explanation on investments. Mr. Guise reported that all controls are in place and that the Auditor found no findings to report with the control testing that was performed, and again thanked District staff.

**Board Comment:** Director Smiley asked why the Audit has taken so long. Mr. Guise explained the process and discussed the inter-fund loan delay.

Director Kalvans voiced that he wanted it on record that the Auditor found no missing internal controls and no fraud. Mr. Guise voiced that Director Kalvans was correct.

Director Kalvans asked about the Solid Waste Fund, Mr. Guise explained that that was included with the Wastewater fund.

Director Kalvans asked if there are any recommendations for staff.

Director Davis asked if Mr. Guise was able to find what the issue was with the 2006-2016 inter-fund loan.

Director Smiley asked to speak on that question, and explained that he met with the District Financial Officer and General Manager. Mr. Smiley explained the timeline and voiced that there is no money missing, discussion ensued. Director Smiley voiced that after his review of the documentation the item should be brought back to to the Board to write off the erroneous entry.

Director Gregory voiced that the Audit took too long to bring to the Directors and asked Mr. Guise to comply with the timeline for this coming year's audit.

After Motion, Director Davis asked if it was possible to have an Audit done quarterly.

**Public Comment:** None

**Motion By:** Rod Smiley

**Second By:** Anthony Kalvans

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Anthony Kalvans	X			
Raynette Gregory	X			
Owen Davis			X	
Ward Roney				X

**2. Financial Reports - March 2023 (Hido)**

Review, Discuss and Receive the enumeration of Financial Reports for March 2023. The Financial Reports are for review and information. After the Audit a final Financial Report will be presented.

Item presented by Financial Officer Michelle Hido: Financial reports were submitted as written.

**Board Comment:** Director Smiley asked about Comp time, General Manager Kelly Dodds gave a general explanation of the Districts Comp Time policy

Director Kalvans asked about the GFOA, and thanked Mrs. Hido for her work.

Director Davis asked about timekeeping, and Discussion ensued. General Manager Kelly Dodds gave a general explanation of the Districts Timekeeping policy and explained that this is not in the purview of the financial reports.

Director Gregory asked about expenses now that the Utilities Department has moved out of the Fire Department location. Mrs. Hido explained that all the expenses have been separated for each location.

**Public Comment:** None

**3. Operational Reserve and Capital Reserve fund transfer for Fire.**

Approve Resolution 2023-20 authorizing transfers from Fire Operational Reserve and Fire Capital Reserve to Fire Operational Cash

Item was presented by General Manager Kelly Dodds, explaining that a shortfall was identified and after review with Fire Chief it has been determined that a transfer is needed. Per District Policy Board approval is needed to transfer money in the amounts of \$74,219 From Fire Operational Reserve (20-10340) to Fire Operational Cash (20-10200) To fund ongoing FY 2022-23 operational expenses. \$80,661 From Fire Capital Reserve (20-10350) to Fire Operational Cash (20-10200) to fund the loan payments for the Pierce fire engine and the Temporary Housing Unit.

**Board Comment:** Director Kalvans repeated for self-clarification on what parts are capital or operational amounts. Discussion ensued.

**Public Comment:** Ashley Sangster, San Miguel resident voiced that the Engine was purchased 2 years ago, and asked how could that payment be missed in the Budget. Mr. Sangster asked when the payment was due, and voiced that it did not make sense.

Director Gregory asked Fire Chief Young to respond. Chief Young explained that his participation in the 2022-23 budget was minimal, and that the payment is due in July of each year.

**Motion By:** Rod Smiley

**Second By:** Anthony Kalvans

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory	X			
Ward Roney				X

**4. Draft Fiscal Year 2023-2024 District Operation and Maintenance (O&M) Budget and Capital Improvement Project (CIP) Budget.**

Discuss the DRAFT Fiscal Year 2023-2024 Operation and Maintenance (O&M) Budget and Capital Improvement Project (CIP) Budget and provide comments to Staff.

Item presented by Financial Officer Michelle Hido, explained the sources of the draft budget amounts for the funds. The overall amounts for the District as a whole. Page 154 of the packet had a comparison.

**Board Comment:** Director Kalvans voiced that first Draft is April and approval should take place in May, for new Fiscal Year, and asked about the format. Discussion ensued. Director Gregory page 154; Fund 40 Wastewater is the expenditures the WWTF upgrade or just operational expenses. Mrs. Hido and General Manager Kelly Dodds explained that it includes the remaining portion of the design for the WWTF and on the revenue side is grants. Discussion ensued about capital projects and transfers, into the operational Budget. Director Kalvans asked to have a capital improvement project for lighting and landscaping funds. Discussion ensued.

Director Davis asked about the plans on the Wastewater Treatment Facility (WWTF) upgrade, and the Fire Department training facility. Director Davis voiced that he has talked to Chief Young and he does not want to have training at the WWTF and voiced that he felt that is what the largest expense to the design is. General Manager Kelly Dodds informed Director Davis that the proposed Fire Training area and everything related to that is a very small portion of the WWTF upgrade design efforts. Discussion on what the building space would be in the future, and the design is geared towards Water and Wastewater only.

Director Davis asked if what was in the plans, and it can be changed and downgraded. Mr. Dodds reminded Director Davis that the May 9th Special Meeting will be for discussion on the WWTF upgrade.

Fire Chief Young voiced that the only plan is to have a small training facility with a hydrant that is already in place.

Director Kalvans would like to have a new object code 546 and leave it unfunded at this point, discussion ensued about how the software works and can not be done.

**Public Comment:** None

**5. Water and Wastewater Capital Improvement Project (CIP) update. (Dodds)**

Approve RESOLUTION 2023-14 adopting the updated Water and Wastewater CIP list to be included in the 2020 Water and Wastewater Master Plan.

Item was presented by General Manager Kelly Dodds explaining that this item was tabled last month without discussion. This CIP is for Water and Wastewater Capital Improvement Projects only, and should not be held up for other department CIP plans. General Manager explained that this is needed for the current rate study being performed, and needs direction

from the Board of Directors.

**Board Comment:** Director Kalvans discussed item B.5 on the water CIP list General Manager Kelly Dodds explained that this is a list that should be looked at as reasonably necessary for the District, to accomplish and will help with grant funding once approved. Director Smiley voiced that this CIP plan is for the Board of Directors to acknowledge and once the project is started it will be brought back to the Board for approval of cost. Director Gregory voiced these projects are to move forward, and details of each will come back.

Director Kalvans asked about a Groundwater recharge plan, Discussion ensued about multi-juridical projects.

**Public Comment:** None

**Motion By:** Rod Smiley

**Second By:** Anthony Kalvans

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory	X			
Ward Roney				X

**6. Establish the dates for applications and sales of "Safe and Sane" fireworks, for the 2023 calendar year**

Staff recommends that the Board of Directors adopt RESOLUTION 2023-15, establishing the dates for applications and sales duration of "Safe and Sane" fireworks can be sold during the 2023 calendar year.

Item presented by Fire Chief Young explaining that it is to approve dates for sales and application dates.

**Board Comment:** Director Smiley asked how the revenues are used for this. General Manager Kelly Dodds explained that the San Miguel Firefighters Association sells the fireworks as an applicant. The San Miguel Fire Department collects permit fees for staffing. Chief Young voiced that the San Miguel Firefighters Association is a non-profit organization.

Director Kalvans voiced that the Lion's Club was one of the organizations that used to sell fireworks.

**Public Comment:** None

**Motion By:** Owen Davis

**Second By:** Rod Smiley

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			

Raynette Gregory	X			
Ward Roney				X

**7. Review and approve firework permit fees for 2023 calendar year**

Review and approve RESOLUTION 2023-18 establishing "Safe and Sane" firework permit fees

Item presented by Fire Chief Young, explaining that the firework permit fees have been raised due to higher cost in personnel, and voiced all that entails in the permitting fees.

**Board Comment:** None

**Public Comment:** None

**Motion By:** Rod Smiley

**Second By:** Owen Davis

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory	X			
Ward Roney				X

**8. Declaring Hazardous Weeds a Public Nuisance within the San Miguel Community Services District.**

Review and approve RESOLUTION 2023-19 declaring hazardous weeds a public nuisance and direct staff to proceed with mailing notices to abate.

Item presented by Fire Chief Young, explaining that this is to declare weeds a hazardous nuisances, and authorize the notices to be sent out. Chief Young explained the process.

**Board Comment:** Director Gregory asked about large lots. Fire Chief Young explained that they can not got behind fences, and can only abate what is accessible.

**Public Comment:** Greg Grewal voiced that goats would be of use for the District.

**Motion By:** Rod Smiley

**Second By:** Anthony Kalvans

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory	X			
Ward Roney				X

**11. Adjourn to San Miguel Community Services District Groundwater Sustainability Agency: at 8:29 P.M.**



**12. Consent Calendar for San Miguel Community Services District Groundwater**

**Sustainability Agency:**

**Board Comment:** None

**Public Comment:** None

**Motion By:** Rod Smiley

**Second By:** Owen Davis

**Motion:** To Approve

Board Members	Ayes	Noes	Abstain	Absent
Rod Smiley	X			
Owen Davis	X			
Raynette Gregory	X			
Anthony Kalvans			X	
Ward Roney				X

- 1. 10-27-2022 Draft Groundwater Sustainability Agency Meeting Minutes (Parent)**  
Receive and File

**13. Board Action Item for San Miguel Community Services District Groundwater Sustainability Agency:**

- 1. Letter for, or against, Estrella El Pomar Creston Water District (EPC) becoming a Groundwater Sustainability Agency (GSA).**

Provide direction to the General Manager to send a letter to the County of San Luis Obispo either for or against EPC becoming a GSA.

Item presented by General Manager Kelly Dodds updating the Board of Directors that the Estrella El Pomar Creston (EPC) Water District, at the last PBCC (Paso Basin Cooperative Committee) meeting presented information that they were requesting that the County of SLO recognize the EPC as a GSA (Groundwater Sustainability Agency) and separate the area of the EPC from the County GSA area. Creating a fifth GSA within the Paso Robles Groundwater Basin.

**Board Comment:** Director Davis expressed that he is against the formation of the EPC as a GSA.

Director Kalvans voiced that he is also against the formation of the EPC, but would like to see any parcels located up against the San Miguel GSA be brought into the San Miguel GSA.

Director Gregory asked who is behind the EPC. Mr. Dodds explained that the President of the EPC Board is Dana Merrill. Discussion ensued

**Public Comment:** Greg Grewal spoke about the Paso Basin and EPC. Mr. Grewal gave a basic history and voiced that he is against the formation of the EPC as a GSA.

**Board Comment:** Director Kalvans spoke about the parcels and owners within the EPC. Director Gregory asked about the erratic parcels within the EPC, and how they became a Water District. Discussion ensued.

Consensus of the Board is to send a letter against the EPC becoming a GSA

- 14. Reconvene to the San Miguel Community Services District Board of Directors Meeting:**  
at 9:08 P.M.

**15. Board Comment:**

Director Smiley thanked Greg Grewal for coming to the meeting.

Director Kalvans discussed his interest in an Ordinance to have developer work with the District, so all new parks within San Miguel would be accessible to all San Miguel residence.

Director Kalvans asked for support for other Directors to bring this to a future Board Meeting.

Director Smiley voiced that he would be in favor of hearing Director Kalvans ideas.

General Manager voiced that he had room on the June Agenda.

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

General Manager Kelly Dodds asked that the scheduled closed session item be tabled to next meeting; due to not receiving feedback from the Board of Directors. Discussion about review being sent to the Board of Directors ensued. District Counsel informed the Board of Directors what day the evaluation emails where sent out.

Item tabled to next meeting.

**1. Public Employee Performance Evaluation (Gov. Code, § 54957(b)(1))**

**Title: General Manager**

Discussion

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

**18. Adjournment to Next Regular Meeting - May 25th 2023. Special Meeting May 9th 2023.:  
at 9:18 P.M.**