

SAN MIGUEL COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
FEBRUARY 27, 2020 REGULAR MEETING MINUTES

MEETING HELD AT DISTRICT OFFICES  
1150 MISSION STREET  
SAN MIGUEL, CA 93451

- I. Meeting Called to Order by President Sangster – 6:31 P.M.
- II. Pledge of Allegiance lead by Director Kalvans.
- III. **Roll Call:** Directors Present: Sangster, Green, Palafox, and Kalvans (*one-seat vacant*)  
Directors Absent: None
- IV. **Adoption of Regular Meeting Agenda:**  
Motion by Director Green to move Agenda Action items to 1,2,3,8,10,11,4,5,6,7,9.  
Seconded by Director Sangster Motion was approved by Vote of 4 AYES and 0 NOES and 0 ABSENT
- V. **ADJOURN TO CLOSED SESSION:**  
Closed Session convened at 6:35 p.m.
  - A. **CLOSED SESSION AGENDA:**
    1. **CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION** Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:
    2. **CONFERENCE WITH LABOR NEGOTIATORS**  
Agency designated representatives: Interim General Manager and District General Counsel: Employee organization: San Miguel Employees' Association
    3. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Title: Interim General Manager
- VI. **Call to Order for Regular Board Meeting/Report out of Closed Session:** 7:03 P.M.  
Report out of closed session by District General Counsel Davin, Direction was given to staff and there is no reportable action.
- VII. **Public Comment and Communications for matters not on the Agenda:** None
- VIII. **Special Presentations/Public Hearings/Other:** None

## IX. STAFF & COMMITTEE REPORTS:

1. **San Luis Obispo County:** No Report
2. **Camp Roberts:** Army National Guard (LTC Horvath) Report by Stg. Hansen; explained that the National Guard is going over their emergency procedure. At this time they will be hosting 1,500 troops for small arms and mortar training; nothing that should affect the San Miguel community.
3. **Community Service Organizations: San Miguel Firefighters Association,** Report by Michelle Hido Treasurer for the San Miguel Firefighters Association, informed the Board of Directors that the San Miguel Firefighters Association meets on the fourth Thursday of the month at 1150 Mission Street. Mrs. Hido explained that the SMFA's primary goal is to support San Miguel Firefighters and the community. Fundraising support includes the sponsorship of one child to burn camp (Alisha Ann Burn Foundation) and the participation in the burn relay in San Luis Obispo county. The SMFA also BBQ for the Buzz Run, Aids Ride, and Pleasant Valley School harvest festival. The SMFA maintains and repairs the San Miguel Fire Departments antique fire apparatus, and are in parades in San Miguel and Paso Robles throughout the year. The SMFA puts on the Santa "Meet and Greet" with over 200 kids meeting Santa this last year and each received a toy for the holiday. These are just a few things that the SMFA supports throughout the year. Michelle informed the Board that she would be updating them monthly.

**Public Comment:** None

**Board Comment:** Director Kalvans thanked the San Miguel Firefighter for the new ID reader for pets.

**San Miguel Advisory Council,** Reported by Mike Sanders updating the Board of Directors that they have been updated by Cal Trans on the changes on 10<sup>th</sup> Street explaining that they will not be doing sloped maintenance and explained that they wanted to keep the country feel. There is a 10<sup>th</sup> street property that is getting permits and the County is looking at having them place curbs and cutters in front of that one lot, and the Advisory Council accepted the project and advised the County to not have them put in curb and gutters. Mr. Sanders voiced that the San Miguel Chamber will be having a mixer at Camp Roberts on March 3<sup>rd</sup> at 6 P.M. Upcoming events in San Miguel; Caledonia Day is on April 18<sup>th</sup>, and the San Miguel Sagebrush Days are on April 25<sup>th</sup>.

**Board Comment:** None

4. **Interim General Manager:** Interim General Manager/ Fire Chief Rob Roberson updated the Board of the Director that Director Joe Parent has resigned from his position as an SMCSD Board Member and a formal letter and notification was made to the San Miguel Board President and Board Members on January 29, 2020. The San Miguel CSD Board of Directors has 60 days from that date of resignation to fill the vacancy with an appointed person interested in filling the seat. Individuals interested can apply at the district office no later than 4:00 pm on March 16<sup>th</sup>, 2020. The selection will be made at the March 26<sup>th</sup> regular board meeting. This appointment will fill the seat at the March meeting immediately after the selection is made. This selected member will be finishing out the term that will end with the regular November election. If the individual selected chooses to remain on the SMCSD Board, they will have to register for the election and run on the November ballot. Interim General Manager/ Fire Chief Rob Roberson also updated the Board that he will be bringing back the purchasing policy changes for review and that he

has received the preliminary property tax estimates for the fiscal year 2020-21. San Miguel Lighting \$124,439 and San Miguel Fire Department \$417,997, and explained that this was only an estimate. The Districts Account Clerk has also passed her bilingual test to receive her incentive pay increase. The District has a new employee Charlie Vanbrunt who filled the Vacancy Utility Worker Position that has been opened. Mr. Vanbrunt will be starting in the step 1 position and is an SMEA member. Director Kalvans and Interim General Manager/ Fire Chief Rob Roberson informed the Board of Directors that they attended a meeting on February 21<sup>st</sup> with Tom Bordonaro Tax Assessor and the County Tax Collector, Director Kalvans will have an update later in this agenda. The FPPC 700 FORM is due to be completed by April 2020, all Directors must file. Interim General Manager/ Fire Chief Rob Roberson informed the Board of Directors that the ISO Insurance Programs and Analytic Services for Public Protection Classifications for Fire Protection will be here on March 4<sup>th</sup> to do a review of the Fire Department and Water Department.

**Board Comment:** Director Green asked about what the Fire Department rating was at this time, Chief Roberson explained that it is an 8-8X, and the San Miguel Fire Department would not get much better than that rating until they have full-time staffing. Discussion ensued.

Interim General Manager/ Fire Chief Rob Roberson listed off the projects that the staff is currently working on. Interim General Manager/ Fire Chief Rob Roberson explained that in regards to the District Master Plan Director Kalvans has brought some information for discussion “Strong Towns” is a national group that looks at growing communities and that Director Kalvans and himself have talked to them about coming to the District to speak but the quote was around \$8,000 and asked that Director Kalvans has looked into going to one of there seminars, elsewhere. Director Kalvans has looked into it and has found a two-day conference in Pensacola, Florida. Director Kalvans explained that the “Strong Towns” conference is put on by an engineer that has a bachelor's degree in Civil Engineering and a Master of Urban and Regional Planning from the University of Minnesota and voiced that he would be able to bring question from the Board to be worked on at the seminar. Information at <https://www.strongtowns.org/>. Discussion ensued about how this would work for San Miguel. Director Kalvans explained that it is a two-day conference with the first day would be a discussion on issues that our committee has and then the second day is an Action plan. The cost estimate would be around eight-hundred dollars, for him to attend.

**Public Comment:** Laverne Buckman San Miguel resident voiced that she was thankful for Director Kalvan’s enthusiasm and would like to know if “Strong Towns” only work with incorporated communities? Director Kalvans informed Mrs. Buckman that they work with special districts to large cities. Mrs. Buckman asked how many have they worked within California? Director Kalvans explained that they have worked for many different cities in California. Mrs. Buckman asked that “They work for?” Discussion ensued.

Director Sangster explained that besides having conferences he is a consultant that puts together a revenue generator and a cost analysis service to develop a plan for Districts.

Mrs. Buckmans asked if they came here what would it cost and would the District have a finished District Master Plan? Director Klavans voiced that it would cost around eight-thousand dollars.

Interim General Manager/ Fire Chief Rob Roberson explained that The District would not have a finished plan, and as he understood it they would come to the District and on the first day he would tour the community and then hold two or three seminars on what plans would work for the community that he observed. Mr. Roberson voiced that it would not give you a finished product but would give you the tool needed and what the District would need to focus their time on.

**Board Comment:** Director Green asked if they have examples of communities they have worked with, like San Miguel? Director Kalavns voiced that he plan works on any town and any need for different communities. Discussion ensued about Pensacola and the workshop.

**Public Comment:** Lavern Buckman voiced that she is thankful for Director Kalvans involvement, but explained that he has brought two large plans in the last few meetings, she voiced that she feels that the Board has a lot to do and feels that the entire board needs to get a handle on all the tasks on hand and that there is still a lot of work to do with projects that have already been started. Director Kalavans voiced that the master plan has been on the list for a long time and doesn't want to be reactive but proactive.

5. **District General Counsel:** Presented by Counsel Dervin. ChurchwellWhite, LLC. Nothing to report

**Board Comments:** None

**Public Comments:** None

6. **District Engineer:** Written report submitted as-is. Dr. Blaine Reely asked for any questions.

**Board Comment:** Director Green asked Dr. Reely to speak on the HOA meeting that he attended last month. Dr. Reely explained that he did attend the Mission Meadows Homeowners meeting and they had a lot of questions about the proposed Wastewater project expansion and the type of technology the District going to use, they did seem to understand the need for the project. It was very positive, Dr. Reely explained that the District was looking at two options for access and they liked the idea of more lighting in the area on Bonita, and they voiced concern about dust in the railroad access. All options were discussed and Mr. Reely voiced that he did not feel there was much push back, they just requested that they get updates.

Director Green asked how many people were in attendance at the meeting? Dr. Reely explained that there were four Board members and no homeowners. Julie Mathews from the Management Trust was also in attendance. Director Green voiced that he was disappointed in the turnout.

Director Kalvans voiced that it was frustrating and that outreach in the San Miguel Community doesn't work.

The Board of Directors thanked Dr. Reely for his time.

**Public Comment:** None

7. **Director of Utilities:** Written report submitted as-is. Director of Utilities Kelly Dodds asked for any questions.

**Board Comment:** Director Palafox asked if there were any other holes in the liner that was fixed. Director of Utilities Kelly Dodds explained that they did find more, but all of them have been fixed.

**Public Comments:** None

8. **Fire Chief & Asst. Fire Chief:** Fire Chief Rob Roberson, and Assistant Chief Young submitted the report as written, and asked for any questions. Assistant Chief Young explained that the Fire Department will be receiving two additional radios through a county-wide grant.

**Board Comments:** Director Sangster asked about how many radios the Fire Department had at this point? Assistant Chief Young explained that the Department had a total of eight.

**Public Comment:** None

## X. CONSENT ITEMS:

### 1. Review and Approve Board Meeting Minutes

- a. 1-16-2020 Special Closed Session Meeting
- b. 1-23-2020 Regular Board Meeting

**Board Comment:** None

**Public Comment:** None

Motion by Director Kalvans to approve Consent items 1.a and 1.b

Seconded by Director Palafox. Motion was approved by Vote of 4 AYES and 0 NOES and 0 ABSENT.

## XI. BOARD ACTION ITEMS:

1. **Review, Discuss, Receive and File the Enumeration of Financial Report for December 2019.** Item was presented by Interim General Manager/ Fire Chief Rob Roberson explained that one of the reports last month was an incorrect report and is brought back to you to review and file.

**Board Comment:** Director Sangster asked about the December 2019 accounting expenditure for Accounting Professional Services and why it was so high. Interim General Manager/ Fire Chief Rob Roberson explained that there was work done with payroll adjustments, and tax information reviewed and reconciled.

**Public Comment:** Laverne Buckman San Miguel resident had a general comment that almost all the line items that had the asterisk next to them, and have been corrected. The items that are of concern are the overages in Accounting Professional Services and District General Counsel and voiced that the Director should be concerned. Mrs. Buckman had a question about the Assitant Chief and the income that was explained that would come in for plan review. Assistant Chief Young explained that it does have a line item “plan check fee” object 46513, and to review page 59 of the board packet in the revenue report. Discussion ensued. Mrs. Buckman thanked Assistant Chief Young.

Motion by Director Kalvans to Receive and File the Enumeration of Financial Report for December 2019.

Seconded by Director Sangster. Motion was approved by Vote of 4 AYES and 0 NOES and 0 ABSTAINED.

2. **Review, Discuss, Receive and File the Enumeration of Financial Report for January 2020.** Item was presented by Interim General Manager/ Fire Chief Rob Roberson and asked for any questions.

**Board Comment:** None

**Public Comment:** None

Motion by Director Kalvans to Receive and File the Enumeration of Financial Report for January 2020.

Seconded by Director Sangster. Motion was approved by Vote of 4 AYES and 0 NOES and 0 ABSTAINED.

3. **Review and Approve Resolution 2020-02 awarding a 5-year contract with Monsoon Consultants to continue providing services as District Engineer** Item presented by Director of Utilities Kelly Dodds explaining that this is the second review of the contract and all changes that were discussed at the last meeting have been incorporated. Director of Utilities Kelly Dodds asked for questions.

**Board Comments:** Director Sangster voiced he appreciated Dr. Reely and what he has done for the District but explained that his only issue was with the way the contract was not brought to the Board promptly for discussion and explained that the Districts resources are limited. Director Sangster asked Dr. Reely if the rates would stay set for the duration of the five-year contract. Dr. Reely agreed to have the rates set for the duration of the contract and starting period set as March 1<sup>st</sup>, 2020.

**Public Comments:** Owen Davis San Miguel Resident Voiced that these kind of people are going to bankrupt the District and with a thirty-three percent increase for engineering is why we had to increase the sewer rates. Mr. Davis explained that the eight-hundred thousand dollars for lawyers over the years are ridiculous.

Laverne Buckmans San Miguel resident voiced that she did understand that the last contract with the District engineer was a great deal, and feels that this is a positive contract.

Motion by Director Sangster to approve Resolution 2020-02 awarding a 5-year contract with Monsoon Consultants to continue providing services as District Engineer, with approved changes effective and term to cover from March 1<sup>st</sup>, 2020 to February 28<sup>th</sup>, 2025.

Seconded by Director Green. Motion was approved by Vote of 4 AYES and 0 NOES and 0 ABSTAINED.

4. *Previously Item 8.* **Continue discussion on assuming landscaping obligations, authorize the Director of Utilities to use District labor to make repairs planting areas along the**

**west side of Mission Street and provide further direction on a contract for ongoing maintenance of the three identified areas.**

Item presented by Director of Utilities Kelly Dodds informing the Board of Directors that he had received one proposal from the scope of work and asked for direction moving forward. The total estimate from Martinelli Landscaping would be meeting all requested items on the Board approved scope of work would be an annual cost of twenty-two thousand.

**Board Comment:** Director Sangster asked if the issue of requiring prevailing wage, was why we did not receive any other proposals? Director of Utilities Kelly Dodds explained that he feels that it is because of the insurance requirements, prevailing wage and they also have to register with the Department of Industrial Relations. Mr. Dodds explained that Martinelli Landscaping has a current contract with the City of Paso Robles.

**Public Comment:** Owen Davis, San Miguel Resident voiced that the District will be doing “Weed Abatement” soon and would like the District to not use the previous landscapers due to the danger he saw last year and feels that the Board should make a motion not to use them again.

Laverne Buckman San Miguel Resident asked for clarification on if the twenty-two thousand is for the annual fee for ongoing maintenance? Director of Utilities Kelly Dodds explained that the eleven-thousand dollars are for the three blocks on Mission Street. Seven-thousand nine-hundred dollars is for maintenance of Father Regional Park, and three-thousand seven-hundred dollars is for the maintenance of the two gateway signs. Mrs. Buckman voiced that the other piece of the scope of work is for the repair of the irrigation lines and asked if the District would be using District workforce labor to fix the irrigation? Director of Utilities Kelly Dodds explained that the District would use its labor force to repair the irrigation lines on Mission Street and with the “Beautification Grant” monies from the San Miguel Chamber would be used for materials. Mrs. Buckman voiced that she feels that the grant should be turned over to the CSD, for materials, because that was what it was intended to be used for and explained that she just wanted the clarification on the use of that grant money. Mrs. Buckman voiced that she has an issue with the changes made to the landscaping for the 101 under/overpasses and doesn't understand how that was changed and needs to be addressed to the County Board of Supervisors.

Mike Sanders San Miguel Resident and business owner asked what happened to the “bid” that he gave the District for landscaping and voiced that it must have not been high enough and explained that he got a bid for the District for six-thousand dollars annually and had delivered it to the office. Director of Utilities Kelly Dodds that he never received and only remembers talking to Mike about it. Director of Utilities Kelly Dodds explained that the District can not contract with anyone who is not registered with the Department of Industrial Relations (DIR). Mr. Sanders voiced that he thought that the proposed cost was way too high. Discussion ensued. Mr. Sanders explained that the grant monies would be handed over to the District, but explained that it would have to be documented on what the money is spent on and it is twenty-thousand dollars and because that grant was awarded to the Chamber he is responsible for the paperwork. Director of Utilities Kelly Dodds asked Mr. Sanders to look for the paperwork and that he would like to review. Mr. Sanders explained that he was sure that the cost would be more because of the prevailing wage and the landscaper was someone that he uses at his home, and did not know if he was registered with DIR.

**Board Comment:** Director Green asked what they would be doing at the Father Regional park that would cost six-hundred fifty-eight dollars a month? Director Green also voiced that the bid has clearing trees and doesn't say anything about cutting the trees that are into the lights, and had questions regarding the 5-gallon plants. Discussion ensued about the approved scope of work and the other places of maintenance.

Director Palafox voiced that he would be okay with using them for this fiscal year and reassessing.

Director Green voiced that he would only be okay with the "Mission Street" area being done this fiscal year and asked that the Board take a step back.

Director of Utilities Kelly Dodds explained that he agreed to with taking a step back in light of the bid that was from Mr. Sanders he feels that it would be good to look into and bring back for discussion.

Director Kalvans voiced that he agrees that they need to reassess the cost, but is worried that the County might force something on the District for other landscaping projects as they did on Mission Street.

Director Green asked if the District has ever gone after the County on why they are not maintaining the landscaping that they put in. Discussion ensued. Director Green voiced that he thinks that Staff should talk with the County Board of Supervisors. Discussion about water cost that the District has occurred and who maintains the Father Regional Park. Discussion ensued.

**Staff Comment:** Director of Utilities Kelly Dodds voiced that the direction that he understands from the Board's discussion is that the Board would like the staff to get the other contractors estimate and that they do not want to take on Father Regional Park or the Gateway signs. He also hears that the Directors would like to have staff talk to the County. Discussion ensued about the Grant and what it was for.

Director Sangster voiced that it all depends on the cost of the project estimate.

**Public Comment:** Owen Davis San Miguel resident voiced that Father Regional Park is as big as his lawn and he could do it for cheaper.

Mike Sanders voiced that he doesn't see why the District can't use District labor to mow Father Regional park. Discussion ensued about the liability of the District.

**Staff Comment:** Assitant Chief Young voiced that the Father Regional Park should be changed to a "Dog Park" and get rid of the grass.

**Public Comment:** Laverne Buckman San Miguel resident voiced if the staff has talked to the Native Sons, and would like the discussion to include them. The County has developed the Gateway signs and as with their other projects, the maintenance is always placed on other entities to do the ongoing maintenance. Mrs. Buckman voiced that the Board should move forward with the Mission Street replacement of irrigation and landscaping because the grant will expire within a year, and then relook into the landscapers. Replacing the irrigation is important for the water conservation of the committee.

Michelle Hido, San Miguel resident voiced that she agrees that the District should move forward with the plumbing and deal with the water issue and use the grant that has been acquired by the Chamber, in a timely manner.

**Board Comment:** Director Green voiced that with that he would like to go on record, that it is a sad state of affairs when a District has to pay a prevailing wage at seventy-five dollars an hour to mow a lawn.

*The consensus of the Board is to move forward with the Mission Street irrigation issue and move on the grant funds from the San Miguel Chambers Beautification grant and bring back the Landscaper proposals with changes.*

5. **Previously Item # 10. County of San Luis Obispo Notice of Interest or Objection due 3/2020.** Item presented by Interim General Manager/ Fire Chief Rob Roberson explaining that February 10<sup>th</sup>, 2020 the County provided the District with a list of properties that are in the District that are subject to sell due to non-payment of real property taxes. There are two properties on this list that are located within the District. APN # 021-322-014 located on the west side of "L" St. between 9<sup>th</sup> and 10<sup>th</sup> Street. The second lot is APN # 021-261-019 located west side of Mission St. between 12<sup>th</sup> St. and 13<sup>th</sup> St. the third lot in from 12<sup>th</sup> Street. Interim General Manager/ Fire Chief Rob Roberson voiced that he would recommend that the District would file a notice of interest to acquire the properties.  
**Board Comment:** Director Green asked if they are 25ft, or bigger. Discussion ensued about the size of the lots and cost. Discussion ensued.  
**Public Comment:** Mike Sanders voiced that he feels that it would be a good decision for the District to move the District offices to the Mission St. property that is listed on the tax roll.

*Consensus of the Board is to file the notice of interest for the properties listed.*

6. **Previously Item # 11. Continued Discuss on Hybrid Land Tax and speaker Rick Rybeck.** Item was presented by Interim General Manager/ Fire Chief Rob Roberson explained that Director Kalvans and himself had a meeting with Tom Bordonaro, San Luis County Assessor and James Hamilton San Luis Obispo Auditor, Controller, Treasurer and Tax Collector. Director Klavnas voiced that some good news came out of the meeting and they agreed to review the nine different tax zones. Director Kalvans voiced that he has also reached out to the other entities in California that do a land-based tax and has not heard back from them as of yet. Interim General Manager/ Fire Chief Rob Roberson explained that in the meeting he learned that the District collects only eighteen percent of the tax base and there are other agencies involved that have a much larger tax base and they would all have to be convinced to move to this land-based tax. Director Kalvans explained that he has done some other research on the question that was asked: "could Prop 13 be changed?" Director Kalvans explained that there was a court case Rossi v. Brown (1995), and in Prop 218 Section 3; states that you can lower any tax. Discussion ensued. Director Klavnas asked if anyone had any questions about the additional paperwork that he sent out. Director Kalvans explained that the properties in the downtown of San Miguel will only have 22%, JazzyTown 19%, and the Terrace will have 9% of their property taxes go to the Community Services District and feels that the downtown will be subsidizing the other parts of San Miguel. Discussion ensued. Interim General Manager/ Fire Chief Rob Roberson explained that each tax area will be looked into, giving an example that Jazzy town is no longer a field.  
**Public Comment:** Owen Davis San Miguel Resident voiced that if anyone has looked at the new ballot for Pro 13. Discussion ensued. Director Kalvans explained that what he is talking about has nothing to do with Prop 13, and he is only trying to keep the tax money in the community.

**Staff Comment:** Scott Young explained that more developments are coming forward soon in San Miguel and thinks that the District should be looking forward with these new developments and use a special tax for those new developments.

**Public Comment:** Laverne Buckman San Miguel Resident thanked Director Kalvans for his time and for Interim General Manager/ Fire Chief Rob Roberson for looking into the different tax bases throughout the District. Discussion ensued, about making the County aware of these new developments, so they can make the changes as needed.

**Board Comment:** Director Kalvans asked that the Board make a date to have Mr. Bordinaro and Mr. Hamilton to the District to talk about these issues and the land-based tax. Discussion ensued about District Supervisor Peschongs office hours and that Mr. Hamilton will be busy until the end of April.

*Consensus of the Board is to have staff look into dates for a meeting with the County Supervisor Peschong, Tom Bordonaro, San Luis County Assessor, and James Hamilton San Luis Obispo Auditor, Controller, Treasurer and Tax Collector.*

**7. Previously Item # 4. Review and authorize the release of an RFP for Environmental services including technical studies and related state, regional and federal permitting.**

Item presented by Director of Utilities Kelly Dodds and District Engineer Reely; in preparation of the Construction Documents, securing funding for construction, and ultimately actual construction of the Machado Wastewater Treatment Facility (WWTF) we are required to prepare and file reports for California Environmental Quality Act (CEQA) and National Environmental Protection Act (NEPA). Due to the specific nature of environmental review and compliance, it is the recommendation of the Director of Utilities and District Engineer that the District issue this RFP and secure a qualified firm to perform this portion of the design and construction for the WWTF expansion. Director of Utilities explained that without complete and proper documentation, the District will not be able to secure further funding for the expansion and may, open itself up to legal challenges if the facts for which the reports are based do not adequately support the findings. It is in this regard that the Staff is recommending the use of an outside firm to perform these reviews and to develop these findings in preparation for filling CEQA and NEPA reports. In October the Board approved an RFP for this work, however, due to additional requirements and funding potential the original approved RFP was not released. The original RFP has been revised to include all of the potential recycled water (Purple pipelines) that are anticipated in the foreseeable future as well as additional tasks as requested by funding agencies to comply with their funding requirements. Director of Utilities Kelly Dodds asked for any question from the Board of Directors.

**Board Comment:** Director Sangster voiced that he has looked at the RFP, and has no problems with releasing it out for bids.

**Public Comment:** None

Motion by Director Green to authorize the release of an RFP for Environmental services including technical studies and related state, regional and federal permitting.

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 0 ABSTAINED

8. *Previously Item # 5. Review and approve RESOLUTION 2020-06 approving fireworks sales dates for 2020* Item presented by Assistant Fire Chief Scott Young informing the Board of Directors that the “Sales Dates” are set by the Districts adopted Fire Code allows for the sale of “Safe and Sane” fireworks from 08:00 AM July 1<sup>st</sup> to July 4<sup>th</sup> at 11:00 PM, as defined in Ordinance No. 02-2019. Only complete applications will be excepted.

**Board Comment:** Director Sangster voiced that he had some clerical issues and explained that Resolution has some time issues that should be P.M., not A.M. Director Sangster also had issues with the application period, and discussion ensued about it being regular office hours.

**Public Comment:** None

Motion by Director Sangster to approve RESOLUTION 2020-06 approving fireworks sales dates for 2020, as amended.

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 0 ABSTAINED.

9. *Previously Item # 6. Review and approve RESOLUTION 2020-07 approving fireworks permit fees for 2020.* Item presented by Assistant Fire Chief Scott Young informing the Board about the permit fees.

**Board Comment:** Director Green asked if the cost per hour was the same as last year? Assistant Fire Chief Scott Young explained that it did go up due to minimum wage going up.

Director Sangster voiced that last year the Board voted to change the insurance and asked if the resolution was incorrect? Assistant Fire Chief Scott Young explained after looking at the resolution being adopted that Director Sangster was correct that the insurance cost did go up and Discussion ensued to correct the resolution. It was decided that resolution revision for last year did have an increase in insurance and resolution 2020-07 be changed to reflect those changes.

**Public Comment:** None

Motion by Director Sangster approving RESOLUTION 2020-07 approving fireworks permit fees for 2020, with amendments to *item 1*, to read one thousand three hundred and fifty dollars (\$1,350.00) a non-refundable permit fee per permit, and *item 3* to read one million dollars (\$1,000,000) for one person or three million dollars (\$3,000,000) for each occurrence annually and with a limit of property damage liability of not less than one million dollars (\$1,000,000) for each occurrence as payment for damages to persons or property.

Seconded by Director Palafox. Motion was approved by Vote of 3 AYES and 0 NOES and 1 ABSTAINED.

10. *Previously Item #7. Continued discussion on the Fire Department Temporary Housing unit.* Item presented by Assistant Fire Chief Scott Young informing the Board that this is

an ongoing informational item and is a follow-up to the Board's consensus to move forward with a prefabricated housing unit, and explained that there is attached information provided outlining proposed floorplans available and cost related to those designs and at this point would like to proceed with the National Classic Cabin proposed modified Yellowstone floorplan. Discussion ensued about the layout/floorplan. Assistant Chief Young updated the Board that the existing sewer connection is too shallow to provide the flow required for the proposed unit. A compact lift station shall be required to provide the proper function of the wastewater component of the unit. Details and cost information for a proposed device has been provided. Discussion ensued about the sewer and electrical hook-ups, assistant Chief Young explained that he would like to have a plot plan to take to the County, and asked the Board for direction on moving forward.

**Board Comment:** Director Sangster asked if there was a distributor on the West Coast, and voiced that he felt the shipping cost could be lowered. Assistant Chief Young voiced, that he did not find any on the West Coast, and has done the research and can not find anything that is built like the proposed Yellowstone floor plan. Director Sangster asked if he had contacted Atlas Performance Industries, and explained that they are in Santa Maria and should look into it. Discussion ensued about the shipping cost. Assistant Chief Young voiced that his intent to bring this forward is not to bring to purchase but the caliber to present to the County, so they could see the elevations.

Director Green asked about the square footage difference in the two different units proposed. Assistant Chief Young explained the difference in square footage difference in the two proposed units. Discussion ensued.

Director Palafox asked about pg.150 and asked if that was a different option. Assistant Chief Young explained that it is the builder that would be fabrication the local option, and it is just information only.

**Public Comment:** None

*Informational item only*

*Consensus of the Board is to move forward and gather information to bring back.*

11. **Previously Item #9. Discussion on status of Machado Wastewater Treatment Facility expansion and aeration upgrade project.** Item presented by Director of Utilities Kelly Dodds updating the Board of Directors that in January the plant averaged 140,240 gallons per day (70% of hydraulic design capacity) with a max day of 192,806 gallons (96% of hydraulic design capacity), Discussion ensued about Mission Gardens. Director of Utilities Kelly Dodds held a pre-application meeting with USDA to start the loan application process on January 10<sup>th</sup>, 2020; at this time staff is working on getting the reports into a format that USDA wants for processing. A notice of interest was sent to (California Funding) CFCC and the District received one reply from a lending agency. The Department of Financial Assistance (DFA) will fund for construction up to 6 million in a construction grant. Mr. Dodds informed the Board that he has had a conference with the agency to try and fill in all the boxes for the funding grant, they have assured him that the District is on track and will help the District meet all their requirements for the funding. Discussion ensued.

**Board Comment:** Director Sangster asked if USDA would be willing to roll the water tank into the same financing? Director of Utilities Kelly Dodds explained at this point the District needs to provide them with the information they need in their format and then they will need to asses what is the “Base Project” and then when they have that they can see if the District qualifies for that much of a loan to have both on one. Discussion ensued about the loan projects for USDA and other funding agencies. Director of Utilities Kelly Dodds voiced that he will be going back to the Water Board to go over recommendations. Discussion ensued about the regulations for Wastewater that is coming down from the state soon.

**Public Comment:** None

*Informational item only*

- XII. BOARD COMMENT:** Director Green asked staff to keep in mind that the District should get the Mission St. property for office space. Director Green voiced that he still feels that putting office space in the back of housing development is inappropriate and judging from the number of people attending the HOA meeting, feels that it was not a good outreach. Director Kalvans voiced that he will have some information to send to the clerk to send out via email and post on the meeting date portion of the website, for land tax and strong towns. Director Kalvans asked for a consensus of the Board to have District Counsel look into the 1995 Rossi vs. Brown. Discussion ensued. The consensus of the Board is to use one hour of District Counsel time.
- XIII. ADJOURNMENT TO NEXT MEETING:** Adjournment at Approximately 9:54 P.M.