



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President
Anthony Kalvans, Director Hector Palafox, Director Joseph Parent, Director
Ashley Sangster, Director

THURSDAY, May 23th, 2019
6:00 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

Agendas: Agenda packets are available for public inspection 72 hours prior to the scheduled meeting at the Counter/ San Miguel CSD office located at 1150 Mission St., San Miguel, during normal business hours. Any agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet are available for public inspection at the same time at the counter/ San Miguel CSD office at 1150 Mission St., San Miguel, during normal business hours.

- I. Call to Order: 6:00 PM**
II. Pledge of Allegiance:
III. Roll Call: *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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Pursuant to Government Code section 54957)

Title: Interim General Manager

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Pursuant to Government Code §54957)

Title: Fire Chief

3. CONFERENCE WITH LABOR NEGOTIATORS (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6)

District Negotiators: Interim General Manager Robert Roberson, District General Counsel
Employee Organization: San Miguel Employees' Association

- 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.
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- VIII. Special Presentations/Public Hearings/Other:**

1. PUBLIC HEARING: Consider Adoption of Resolution No. 2019-22 Adopting the FY 2019-20 Operations and Maintenance Budget.

Recommendation: Approve Resolution 2019-22 Adopting the FY 2019-20 Operation and Maintenance Budget.

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

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|----|---|-----------|
| 1. | San Luis Obispo County Sheriff (Commander K. Scott) | No Report |
| 2. | San Luis Obispo County Board of Supervisors | No Report |
| 3. | San Luis Obispo County Planning and/or Public Works | No Report |
| 4. | San Miguel Area Advisory Council | No Report |
| 5. | Camp Roberts—Army National Guard
(LTC Robert Horvath or LTC Arnold Andersen) | Verbal |

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 | (Chief Roberson) | 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) 4-25-2019 Draft Regular Meeting Minutes
 - b) 5-2-2019 Draft Special Meeting Minutes
2. Approve revisions to the District Banner Installation & Display Policy and permit application. (Dodds)

XI. BOARD ACTION ITEMS:

- 1. Review, Discuss, Receive and File the Enumeration of Financial Report for April (Freeman)**
 - A. Claims Detail Report 4-2019
 - B. Statement of Revenue Budget vs Actuals 4-2019
 - C. Rev Budget vs Actual Summary 4-2019
 - D. Statement of Expenditures Budget vs Actual 4-2019
 - E. Cash Report for Payrolls 4-2019

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

- 2. Review and Discuss Draft Report for CEQA “Initial Study and Groundwater Recharge study for the Machado Wastewater Treatment Facility Expansion/ Renovation project. (Reely)**

Recommendation: Discuss Draft Report for CEQA “Initial Study and Groundwater Recharge study for the Machado Wastewater Treatment Facility Expansion/ Renovation project.

Public Comments: (Hear public comments)

3. **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)

4. **Adopt a Resolution 2019-20 approving an employment agreement of the Interim General Manager/Fire Chief Robert Roberson and authorizing the Board President to execute and enter into the agreement on behalf of the District and approve a FY2018-19 Budget Adjustment.** (Seikaly)

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

M_____ S_____ V_____

5. **Review and approve an agreement between the County of San Luis Obispo (County) and San Miguel Community Services District (District) for the County to continue collecting Fire Public Facilities fees on behalf of the District through the County’s permit process.** (Young)

Recommendation: Review and approve the Agreement between the County and District allowing the County to collect Fire Public Facilities Fees through the County’s permit process

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

M_____ S_____ V_____

6. **Review and Adoption of RESOLUTION NO. 2019-24 Authorizing the Abatement of Weeds Within the District Boundaries.** (Young/ Roberson)

Recommendation: Staff requests that the Board hold a discussion to consider objections to the “Notice to Remove, Destroy, and/or Abate Vegetation, Rubbish and Debris”, overrule any objections and adopt Resolution No 2019-24 authorizing Fire Chief to have weed abatement work performed.

Public Comments: (Hear public comments)

M_____ S_____ V_____

7. **Discuss and provide direction to staff on assuming landscaping responsibilities as part of the Lighting Department.**

Recommendation: Discuss and provide direction to staff regarding assuming landscaping as part of the lighting Department.

Public Comments: (Hear public comments)

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 06-27-2019

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 SMCSO office on May 17, 2019

Date: May 17, 2019

Rob Roberson Rob Roberson, Fire Chief/Interim General Manager

Ashley Sangster
Vice-President, SMCSO

Tamara Parent
Tamara Parent, Board Clerk/ Accounts Manager