



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, March 28th, 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

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 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
- 2. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
 Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:(1 case)WO
- 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
 (Pursuant to Government Code §54957)
 Title: Fire Chief
- 4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
 (Pursuant to Government Code §54957)
 Title: Assistant Fire Chief

- 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:

- 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) | No Report |

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) 2-28-2019 Regular Board Meeting Minutes
2. **County of San Luis Obispo Notice of Interest or Objection:** Not Interested in purchasing Parcels and does not object to sale of any parcels. (No San Miguel Properties on list) Due 3-31-2019
3. Review & Approve **RESOLUTION 2019-16** Dissolving the Personnel Committee

XI. BOARD ACTION ITEMS:

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

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

M_____ S_____ V_____

2. **Review, Discuss, Receive and File the Enumeration of Financial Report for February 2019**
(Freeman)
 - F. Claims Detail Report 2-2019
 - G. Statement of Revenue Budget vs Actuals 2-2019
 - H. Rev Budget vs Actual Summary 2-2019
 - I. Statement of Expenditures Budget vs Actual 2-2019
 - J. Cash Report for Payrolls 2-2019

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

M_____ S_____ V_____

3. First reading of proposed ORDINANCE 01-2019 SMCSD Water Code (Dodds)

Recommendation: First reading of proposed Ordinance 01-2019 SMCSD Water Code

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

4. First reading of proposed ORDINANCE 02-2019 SMCSD Fire Code (Roberson/ Young)

Recommendation: First reading of proposed Ordinance 02-2019 SMCSD Fire Code

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. Review and approve RESOLUTION 2019-14 adopting an updated District Reserve Policy for the San Miguel Community Service District. (Roberson)

Recommendation: Approve RESOLUTION 2019-14 adopting an updated District Reserve Policy for the San Miguel Community Service District. (Roberson)

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

M_____ S_____ V_____

7. Review and approve a RESOLUTION 2019-13 updating the District Timekeeping Policy for District personnel. (Roberson)

Recommendation: Approve a RESOLUTION 2019-13 updating the District Timekeeping Policy

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

M_____ S_____ V_____

8. Review & Approve RESOLUTION 2019-17 Appointing the Interim General Manager, Rob Roberson, and the District's General Counsel, as the San Miguel Community Services District's Labor Representatives for the Purposes of Negotiating Future Collective Bargaining Agreements.

Recommendation: Approve RESOLUTION 2019-17 appointing GM & Counsel as negotiators.

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

M _____ S _____ V _____

9. Review & Approve RESOLUTION 2019-15 Certifying the Secret Ballot Election of the San Miguel Employees' Association and Recognizing the San Miguel Employees' Association as the Exclusive Bargaining Agent for the Newly Formed Bargaining Units to Be Known As the Non-Management Confidential Unit and the Non-Management Non-Confidential Unit.

Recommendation: Approve RESOLUTION 2019-15 Certifying election of the SMEA Recognizing the SMEA as the exclusive bargaining agent.

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

M _____ S _____ V _____

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 04-25-2019

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 March 22, 2019

Date: March 22, 2019

Rob Roberson

Fire Chief/Interim General Manager Approved 3-20-19

John Green

President Green, SMCSO Approved 3-20-19

Tamara Parent

Tamara Parent, Board Clerk/ Accounts Manager