



# 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, December 19, 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

**A. CLOSED SESSION AGENDA:**

**1. CONFERENCE WITH LABOR NEGOTIATORS**

Agency designated representatives: Interim General Manager and District General Counsel  
Employee organization: San Miguel Employees' Association

**2. CONFERENCE WITH DISTRICT GENERAL COUNSEL—ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:  
2 case

**3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: Interim General Manager

- 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:**

**1. Election of Board Officers and Board Appointments:**

A. Nominate and Elect Board of Director Officers:

- A.1. President
- A.2. Vice-President

- IX. **Staff & Committee Reports – Receive & File:**

**Non-District Reports:**

- 1. San Luis Obispo County Sheriff (Commander J. Donovan) 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
<b>District Staff &amp; Committee Reports:</b>		
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. **Approve Resolution No. 2019-42 establishing Regular Board of Director Meeting Dates for 2020**
2. **Review and Approve Board Meeting Minutes**
  - a) 11-14-2019 Functional Space Work Session Board Meeting
  - b) 11-21-2019 Regular Board Meeting

**XI. BOARD ACTION ITEMS:**

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

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

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

2. **Review and approve Resolution 2019-43 authorizing proposed Midyear Budget adjustments to the approved FY 2019-20 budget.** (Roberson)

**Recommendation:** Approve resolution 2019-43 authorizing proposed Midyear Budget adjustments to the approved FY 2019-20 budget

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

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

**3. Review and approve RESOLUTION 2019-41 the purchase of 6-New Zoll Plus AED's with additional pads.**

**Recommendation:** Approve RESOLUTION 2019-41 the purchase of 6- new Zoll Plus AED's with additional pads

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

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

**4. 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 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 1-23-2020**

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 December 13, 2019

Date: December 13, 2019

Rob Roberson Rob Roberson, Interim Fire Chief/Interim General Manager

John Green Director Green, SMCSO

Tamara Parent Board Clerk/ Accounts Manager