



# Agenda

## San Miguel Community Services District

### BOARD OF DIRECTORS

John Green, President  
Anthony Kalvans, Director

Ashley Sangster, Vic President  
Hector Palafox, Director  
Joseph Parent, Director

**THURSDAY, March 13, 2019**

**6:30 P.M. opened session**

### BOARD OF DIRECTORS SPECIAL 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:** None
- VI. **Call to Order for Regular Board Meeting/Report out of Closed Session:** None
- VII. **Public Comment and Communications for items not on the Agenda:** None

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:** None
- X. **CONSENT CALENDAR:** None

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.

**XI. BOARD ACTION ITEMS:**

- 1. **Review and discuss approving Resolution 2019-09 accepting and approving of the FY 2017-18 financial audit report by Moss Levy Hartzheim (Roberson)**

**RECOMMENDATION:** Approve Resolution 2019-09 accepting and approving the FY 2017-18 independent audit report and authorize the filing of the report to the State of California and County of San Luis Obispo County Clerk’s office.

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

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

- 2. **Review and Approve the fireworks fees, sales duration and use of “Safe and Sane” Fireworks for the 2019 calendar year and adopt RESOLUTION 2019-08.**

**Recommendation:** Approve Resolution 2019-08 approving fireworks fees and sales dates for 2019

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

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

- 3. **Review and Discuss changes recommended by the Ad-Hoc Personnel Committee of the District Personnel Guidelines & Policy Manual, previously adopted by the Board September 15, 2016 and hear any Board recommendations.** (Roberson/ Seikaly)

**Recommendation:** Review and discuss changes recommended by the Ad-Hoc Personnel Committee of the current District Personnel Guidelines & Policy Manual.

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

- 4. **Adopt revisions to the District Personnel Guidelines and Policy Manual Previously Adopted by the Board in Resolution 2016-30.**

**Recommendation:** It’s recommended that the Board adopt revisions to the District Personnel Guidelines and Policy Manual previously adopted by the Board in Resolution 2016-30.

**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 03-28-2019**

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 11, 2019

Date: March

Approved by: Rob Roberson, Fire Chief/Interim General Manager  
John Green, Board President  
Tamara Parent, Board Clerk/ Accounts Manager