

**MINUTES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS SPECIAL BOARD MEETING**  
**1000 MAIN STREET**  
**CAMBRIA, CA 93428**  
**Thursday, July 6, 2023**  
**6:30 p.m.**

**SPECIAL MEETING OF THE SAN SIMEON COMMUNITY SERVICE DISTRICT**  
**COUNCIL – MINUTES**

**1. CALL TO ORDER**

The Special Meeting of the San Simeon Community Service District Council was called to order at 6.37 p.m. by Vice Chair Tiwana.

**2. ROLL CALL**

Present: Vice Chair Karina Tiwana, Director Jacqueline Diamond,  
Director Michael Donahue

Absent: None

Staff Present: Nubia Goldstein, White Brenner LLP  
Steve Orellana, Superintendent  
Dr. Patrick Faverty, Acting General Manager

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Chair Tiwana.

**4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

- None

**5. CONSENT CALENDAR ITEMS**

PUBLIC COMMENT FOR THIS ITEM

- None

**A. AUTHORIZE THE ACTING GENERAL MANAGER PROCUREMENT AUTHORITY IN AN AMOUNT UP TO \$5,000 TO PURCHASE DISTRICT COMPUTERS, PRINTERS, PHONES AND ANY OTHER NECESSARY HARDWARE OR SOFTWARE AND TO ACQUIRE ADDITIONAL INSURANCE FOR ACTING MANAGER SERVICES.**

Director Donahue makes a motion to authorize the acting General Manager to act upon everything listed in item A. Director Diamond seconds the motion.

Vote was taken as follows:

AYES: Tiwana, Diamond, Donahue

NOES: None

ABSTAIN: None

ABSENT: None

## **6. SPECIAL PRESENTATIONS**

## **7. BUSINESS ACTION ITEMS**

PUBLIC COMMENT FOR THIS ITEM

- None

### **A. DISCUSS, REVIEW AND ADOPT A RESOLUTION AUTHORIZING SIGNATURES, INCLUDING FACSIMILE SIGNATURES, FOR BANKING SERVICES ON BEHALF OF THE SSCSD AT PACIFIC PREMIERE BANK AND DISCUSS ALTERNATIVE BANKING OPTIONS.**

Director Diamond made a motion to approve Resolution 23-475 (A) Discuss, Review and Adopt a Resolution authorizing signatures, including facsimile signatures, for banking services on behalf of the SSCSD at the Pacific Premiere Bank and Discuss alternative banking options with the change of removing Holly Le on the approval. Director Donahue seconded the motion.

District Counsel commented that the Resolution's purpose was to solicit other banking options as previously mentioned by board directors

Director Donahue commented that a fully insured financial account that would make a 4.9% return yield, would be possible.

Chair Tiwana commented on her support of fund allocations and requests of there is anything RGS can do on the matter.

General Manager commented the scope of RGS abilities in relation to this item Vice Chair Tiwana made a motion to include staff as part of the services already undertaken by RGS to include the review and approval of alternate banking options to the extent that would benefit the district. Director Diamond seconded the motion.

Vote was taken as follows:

AYES: Tiwana, Diamond, Donahue  
NOES: None  
ABSTAIN: None  
ABSENT: None

**B. DISCUSS AND TAKE ACTION CONCERNING A SUSPENSION OR TERMINATION OF THE PROFESSIONAL SERVICES AGREEMENT WITH THE CRISCOM COMPANY.**

Vice Chair Tiwana commented the reason for this Item is due to the district going through a transitional period and the district is currently not prepared to move forward with any grant action at this moment or pay the monthly cost to keep CRISCOM.

Director Donahue commented on his support for this agenda item.

PUBLIC COMMENT FOR THIS ITEM

- Emily Engleton from CRISCOM commented and suggested a shift towards advocacy for San Simeon and suggested suspending the contract with CRISCOM instead of cancelling it.
- Director Diamond commented a question on the CRISCOM suspension.
- Vice Chair Tiwana commented a question on the CRISCOM suspension.
- Emily Engleton commented that the District would not have to pay CRISCOM during a suspension
- Gwen Kellas commented her support for the District to keep CRISCOM
- Hank Kruzivck requested that CRISCOM provide monthly reports to the District.
- Patrick Faverty commented on a conversation he had with a representative from CRISCOM.
- Julie Taker commented her support for the CRISCOM suspension
- Steve Orellana commented support for keeping CRISCOM

Vice Chair Tiwana made a motion to retain CRISCOM in their current capacity given that they provide a report substantiating the value they bring to the district

and report it out to the public at District Council meetings. Director Donahue seconded the motion.

Vote was taken as follows:

AYES: Tiwana, Diamond, Donahue

NOES: None

ABSTAIN: None

ABSENT: None

**C. DISCUSS AND PROVIDE STAFF DIRECTION CONCERNING SOLICITING FOR IT SERVICES AND SECURING DISTRICT RECORDS.**

Vice Chair Tiwana commented on the necessity for all the district to be secure and modernize all district records.

Patrick Faverty commented that the secure structure will be beneficial

**PUBLIC COMMENT FOR THIS ITEM**

- Todd with Environmental commented his support and his familiarity with the district's recordkeeping needs
- Steve Orellana commented a necessity for the district to modernize and digitize all documents
- Hank Kruzick commented a question if these services could be provided by RGS

Vice Chair Tiwana made a motion to direct staff to identify the necessary items and processes required to establish a secure IT environment for the district. Director Diamond seconded the motion.

Vote was taken as follows:

AYES: Tiwana, Diamond, Donahue

NOES: None

ABSTAIN: None

ABSENT: None

**8. DISTRICT STAFF & COMMITTEE REPORTS:**

**A. STAFF REPORTS:**

- i. **District Superintendent's Report** – Stated a Summary of June Activities.
- ii. **General Manager's Report** – Stated a Summary of June Activities.

**iii. District Financial Summary** – RGS stated a that there was nothing to provide as a Summary of June Financials

**iv. District Counsel’s Report** – Stated that there was nothing to report

**B. AD-HOC & STANDING COMMITTEE REPORTS**

**i. Budget/Finance Committee** – status update (RGS to provide budget update)

**ii. Water/Facilities Committee** – nothing to report

**iii. Grant Acquisition Committee** – nothing to report

**iv. Policies and Procedures Committee** – nothing to report

Director Diamond commented a question for RGS requesting a monthly report be provided and stated at monthly meetings.

Patrick Faverty commented on RGS ‘s process during this time of transition.

Lisa from RGS stated an update and summary of activities RGS has done for the month of June.

PUBLIC COMMENT FOR THIS ITEM

- None

**9. NON-DISTRICT REPORTS**

**A. Sheriff’s Report** –Report not stated due to absence

**B. CHP Report** – Report not stated due to absence

PUBLIC COMMENT FOR THIS ITEM

- None

**10. CLOSED SESSION (7:27 p.m.- 9:00 p.m.)**

**A. PUBLIC EMPLOYEE PERFORMANCE APPOINTMENT (Gov. Code, § 54957)**

**Title: Acting General Manager**

PUBLIC COMMENT FOR THIS ITEM

- None

**B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

**Exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: Two (2) Potential Cases**

PUBLIC COMMENT FOR THIS ITEM

- None

**11. RECONVENE AND REPORT OUT OF CLOSED SESSION (9:00 p.m.)**

District Counsel Report stated for Closed Session Items 10 (A) and 10 (B), direction has been provided to staff.

**12. BOARD COMMENTS (9:00 p.m.)**

Director Diamond stated that a constituent has requested that trees be planted in San Simeon CSD

**13. ADJOURNMENT (9:01 p.m.):**

The Special Meeting of the San Simeon Community Service District adjourned at 9:01 p.m.