

MEETING MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Thursday, July 8, 2021
5:00 pm

Internet Meeting Location – Via ZOOM

1. REGULAR SESSION: @ 5:00 PM

- A. Chairperson Kellas – Present
- Vice-Chairperson Giacoletti – Present
- Director Carson – Present
- Director Maurer – Present
- Director de la Rosa – Present

2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Public Comment –

(1:54) Julie Tacker commented on the checklist that is part of the Board packet. She also commented that the Board had not adopted a budget for the current fiscal year. She remarked about the Hearst agreement not being on the meeting agenda.

(5:10) Michael Donahue commented on the budget not being adopted in a timely manner. He also remarked about the water master plan RFP.

(7:20) Henry Krzciuk commented on the lack of progress on the Hearst encroachment agreement and the budget.

3. SPECIAL PRESENTATIONS AND REPORTS:

A. STAFF REPORTS:

- i. Sheriff's Report – (11:00) Chris Langston provided a report for the month of June.
- ii. CHP Report – There was no report.
- iii. Superintendent's Report – (9:50) Jerry Copeland provided a summary of June activities.
- iv. General Manager's Report – (13:17) Charles Grace provided a summary of June activities.
- v. District Financial Summary – (19:30) Charles Grace provided a summary of June Financials.
- vi. District Counsel's Report – (22:05) Jeffrey Minnery provided a summary of June activities.

A. AD-HOC COMMITTEE REPORTS:

- i. Status Update Disbursements Review – (22:35) Director Maurer provided an update.
- ii. Status Update Policy & Procedures – (22:55) Chairperson Kellas provided an update.
- iii. Status Update Parking on District Streets – (23:32) Director de la Rosa provided an update.
- iii. Status Report Budget Committee – (26:34) Director Maurer provided an update.
- iv. Status Report Water Committee – (27:15) No update was provided.

(28:15) There was discussion between Director Carson, Chairperson Kellas, Charles Grace and Cortney Murguia regarding parking on District streets and if the District could be reimbursed by the County for any costs associated with this matter.

4. CONSENT AGENDA ITEMS:

(35:00) Director Carson commented on that the Vote count for the June 10, 2021 meeting minutes stating that was incorrect and should be marked as 4/1 with him voting “No”.

(35:36) Chairperson Kellas commented that the word “ages” should be changed to “outages” on the June 10, 2021 meeting minutes.

PUBLIC COMMENT –

(36:44) There was dialogue between Julie Tacker, Chairperson Kellas, and Jeffrey Minnery.

(39:33) Henry Krzciuk commented.

(41:15) Julie Tacker commented.

(42:30) Henry Krzciuk commented.

(44:00) Chairperson Kellas commented on changes to the June 4, 2021 meeting minutes. Stating that that word “pay” should be changed to “way”.

(45:00) Henry Krzciuk commented.

(46:00) Julie Tacker commented.

A. Review and approval of Minutes for the Regular Meeting on June 10, 2021.

B. Review and approval of Minutes for the Special Meeting on June 4, 2021.

C. Review and approval of Disbursements Journal.

(47:30) A motion was made to approve the consent agenda items 4A-4C with the recommended changes.

Motion: Chairperson Kellas

2nd: Director Maurer

Vote: 5/0

Abstain:

Roll Call: Kellas: Yes Giacoletti: Yes Carson: Yes Maurer: Yes de la Rosa: Yes

5. BUSINESS ACTION ITEMS:

A. Discussion regarding the Districts existing liability insurance policy with Special District Risk Management Authority (SDRMA) renewal invoice due July 15, 2021. (48:50)

(49:20) Julie Tacker commented.

(50:18) Michael Cruz commented.

(51:19) Henry Krzciuk commented.

(53:00) Chairperson Kellas made a motion to approve payment to SDRMA for the invoice due July 15, 2021.

Motion: Chairperson Kellas
2nd: Director Carson
Vote: 5/0
Abstain:

Roll Call: Kellas: Yes Giacoletti: Yes Carson: Yes Maurer: Yes de la Rosa: Yes

B. Discussion regarding responses to the request for proposal (RFP) to update the Water Master Plan to include an Urban Water Management Plan and Instream Flow Study. (53:50)

Chairperson Kellas introduced the item.

(55:15) Vice-Chairperson Giacoletti and Chairperson Kellas discussed the lack of responsive bidders and the timeline associated with the RFP.

(56:45) Director de la Rosa asked if the RFP would be revisited.

(57:17) Director Carson asked about liability issues related to the RFP and revising the RFP to allow more protections to any responsive bidders.

(1:00:00) Director Maurer and Chairperson Kellas

(1:01:05) Michael Donahue commented.

(1:02:18) Bob Hather commented.

(1:04:54) Henry Krzciuk commented.

(1:07:03) Julie Tacker commented.

(1:08:20) Chairperson Kellas discussed the various options available to the District. She referenced the P&P section 19.00 purchasing policy.

(1:11:15) Director de la Rosa suggested that the RFP be revised and broken into two separate components.

(1:11:55) Vice-Chairperson Giacoletti agreed with Director de la Rosa stating that the RFP should be revised.

(1:12:05) Director Maurer, Chairperson Kellas, Director Carson and Charles Grace discussed the splitting the RFP into two separate components. Charles Grace provided information on performing a drought risk assessment and an inflow stream management.

(1:22:15) Chairperson Kellas and Jeffrey Minnery discussed sole sourcing the instream flow management with Cleath and Associates.

*(1:24:10) A motion was to made to proceed with sole sourcing the instream flow management plan with Cleath. (Assuming that legal counsel verified that this was legal and compliant with the purchasing policy.)

(1:24:48) Chairperson Kellas and Director Maurer further discussed the motion clarifying that a second RFP needed to be performed for the urban water management plan to include the drought risk assessment.

(1:25:40) Director de la Rosa asked that the advertisement for the notice of RFP be placed in a different newspaper.

*(1:26:35) Chairperson Kellas recaps Director Maurer's motion. Proceed with sole sourcing the instream flow management plan with Cleath. (Assuming that legal counsel verified that this was legal and compliant with the purchasing policy.) For staff to issue a second RFP for the urban water management plan to include a drought risk assessment and that the invitation to bid to be printed in the tribune.

(1:27:30) Vice-Chairperson Giacoletti suggested that due to the complexity of the items that separating the two items might not be a good idea.

(1:27:50) Chairperson Kellas, Director Maurer, and Charles Grace further discussed the RFP process and the studies.

(1:32:45) Director Mauer repeated the motion with the stipulation that legal counsel and GES verify

Motion: Director Maurer

2nd: Director Carson

Vote: 4/1

Abstain: Giacoletti

Roll Call: Kellas: Yes Giacoletti: Abstain Carson: Yes Maurer: Yes de la Rosa: Yes

C. Review of the draft Budget FY 2021/2022 and Adoption of Resolution 21-431 establishing the District's Appropriation Limit for Fiscal year 2021-2022. (1:34:10)

Chairperson Kellas introduced the item.

Public Comment –

(1:35:07) Julie Tacker commented.

(1:37:20) Henry Krzciuk commented.

(1:41:00) Chairperson Kellas and District Counsel discussed the "legal" questions that were made during public comment about the timeline of adopting a FY budget.

(1:43:00) Director Maurer, Vice-Chairperson Kellas, and District Counsel discussed the timeline of adopting a budget.

(1:44:00) A motion was made to approve Resolution 41-431.

Motion: Chairperson Kellas

2nd: Vice-Chairperson Giacoletti

Vote: 5/0

Abstain:

Roll Call: Kellas: Yes Giacoletti: Yes Carson: Yes Maurer: Yes de la Rosa: Yes

6. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS – (1:44:48)

Vice-Chairperson Giacoletti asked that returning to in-person meetings be added to the agenda.

Director Maurer asked for an update from Paavo Ogren and an update on the CHRP. Director de la

Rosa asked that having an engineer firm on retainer be added to the agenda. Chairperson Kellas asked about rate study/finance matters be on the agenda.

7. ADJOURNMENT – @ 6:57 PM