



BUSINESS ACTION ITEM STAFF REPORT

ITEM . ADOPTION OF RESOLUTION 25-XXX. DISCUSS, REVIEW, AND ADOPT A RESOLUTION APPOINTING GEOFF ENGLISH AS INTERIM GENERAL MANAGER AND APPROVING THE AGREEMENT FOR INTERIM GENERAL MANAGER DUTIES; APPROVING THE AGREEMENT FOR BOOKKEEPING SERVICES; AND APPROVING THE AGREEMENT FOR ASSISTANT TO THE INTERIM GENERAL MANAGER.

Summary:

The San Simeon Community Services District (the “District”) currently utilizes independent contractors for the Interim General Manager, Bookkeeper, and Assistant to the Interim General Manager roles. In 2024, the District approved a resolution to dissolve and submitted a dissolution application to the San Luis Obispo Local Agency Formation Commission. The District intends to continue utilizing independent contractors for the Interim General Manager, Bookkeeper, and Assistant to the Interim General Manager roles pending the outcome of the dissolution process. The proposed Resolution memorializes the appointment of Geoff English as the District’s Interim General Manager. The proposed Resolution also approves the separate agreements for the Interim General Manager, Bookkeeper, and Assistant to the Interim General Manager, to terminate upon the dissolution of the District.

Interim General Manager Agreement

The District currently contracts with Patrick Faverty for the Interim General Manager duties, but Patrick Faverty recently submitted his resignation. Geoff English subsequently expressed interest in the position and completed an interview with the District Board of Directors (“Board”) during the Board meeting on April 3, 2025. The Board desires to engage the services of Geoff English as the District’s Interim General Manager.

The attached Agreement for Interim General Manager Duties (“Interim General Manager Agreement”) describes the scope of duties to be performed by Geoff English and includes his requested terms. One of Geoff English’s requested terms is for the Interim General Manager Agreement to terminate on June 30, 2027, or the date the District dissolves, whichever occurs first. The proposed Resolution terminates the agreement with Dr.

Faverty, approves the Interim General Manager Agreement, and appoints Geoff English as the District's Interim General Manager.

Bookkeeper Agreement

The District has been engaging the services of Kathy East for the District's bookkeeping since Patrick Faverty hired her on September 29, 2023. The attached Agreement for Bookkeeping Services ("Bookkeeper Agreement") describes the scope of duties to be performed by Kathy East and terminates on June 30, 2027, or the date the District dissolves, whichever occurs first, to align with term of the Interim General Manager Agreement.

Assistant to the Interim General Manager Agreement

The District has been engaging the services of Ruth Montgomery as the Assistant to the Interim General Manager. The attached Agreement for Assistant to the Interim General Manager ("Assistant to the Interim General Manager Agreement") describes the scope of duties to be performed by the District's Assistant to the General Manager and terminates on June 30, 2027, or the date the District dissolves, whichever occurs first, to align with the term of the Interim General Manager Agreement.

Board Actions:

1. The Board may adopt the Resolution.
2. The Board may adopt the Resolution, subject to any changes as directed by the Board.
3. The Board may reject the Resolution and take no further action.

Attachments:

1. Resolution.
2. Proposed Agreement for Interim General Manager Duties.
3. Proposed Agreement for Bookkeeping Services.
4. Proposed Agreement for Assistant to the Interim General Manager.