

**MINUTES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR BOARD MEETING**  
**1350 MAIN STREET**  
**CAMBRIA, CA 93428**  
**Google Meet**  
**Thursday, February 19, 2026**  
**6:00 p.m.**

**1. CALL TO ORDER**

The Special Meeting of the San Simeon Community Service District Board of Directors was called to order at **6:02 p.m.** by chair **Karina Tiwana**.

**2. ROLL CALL**

Present: Chair person Karina Tiwana, Director Holly Le, Director Michael Donahue

Absent: None

Staff Present: Suzanne Watkins, Primary Lead SLO County/CalWARN  
Ruth Montgomery – Clerk  
Nubia Goldstein- Legal Counsel - White Brenner LLP

Public Attendees: Several community members attended both in person and virtually.

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was held at 06:02 p.m. by Chair Tiwana.

**4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA (6:03 p.m. – 6:05 p.m.)**

Chair Tiwana opened the public comment period for items not on the agenda.

- **Public comment (in-room-Michael Donahue):** A speaker stated the Board previously required two signatures on each check, and also that checks related to county business should require two Board signatures. The speaker stated this may not have been followed and requested the matter be addressed.

No other public comments were noted at that time.

## **5. NON-DISTRICT REPORTS (6:05 p.m. – 6:08 p.m.)**

### **A. Sheriff's Report:**

Commander Abass presented call statistics for January 2026:

- Reported 33 calls in January 2026, down from 39 in January 2025.
- Noted 9 enforcement stops and 15 preventative patrol activities.
- Reported Highway 1 reopened, with increased vehicle/pedestrian traffic but no notable increase in criminal activity.
- In response to a question regarding reopening, Commander Abbas indicated his understanding that the highway had reopened.

No further non-district reports were noted.

No Board questions were raised.

No public comment was received.

## **6. DISTRICT STAFF & COMMITTEE REPORTS (6:08 p.m. – 6:22 p.m.)**

### **A. STAFF REPORTS:**

#### **I. County of SLO CalWARN Report**

**Presenter:** Suzy Watkins

Ms. Watkins reported that County Public Works continues focusing on:

Staff reported work continued on compliance priorities, including reports due to EPA and water boards, and continued operations within permit compliance.

Reported coordination with FRM to replace five nonfunctioning meters, rescheduled to the following week due to issues encountered on the first meter; replacements expected to enable direct revenue from those meters.

**ii. FRM Operations Report** – Stated a Summary of January Activities.

**Presenter:** Suzy Watkins

Water and wastewater facilities operating within parameters.

Minor projects underway in response to permit requirements.

Storm damage noted at wastewater plant fence; staff obtaining repair quotes to bring back to the Board.

**iii. District Financial Summary** – Summary of December Financials.

**Presenter:** Suzy Watkins

Staff noted the District was ahead of budget through the first six months of the year.

Detailed discussion deferred to the midyear budget item later on the agenda.

**iv. District Counsel's Report** – Summary of January Activities.

Nubia Goldstein stated there was nothing to report this evening.

PUBLIC COMMENT FOR THIS SECTION

- **In-room speaker Hank Krzciuk:** Requested an update on the CalWARN Report (timeline/status) and expressed concern about lack of substantive updates on the NBS study, including concern about the District not participating in an upcoming meeting (noted as February 25) and requested more engagement/committee attention.
- **Remote caller - Julie tacker:** Reported sending a letter; raised concern that two checks sent to the county in January (for CalWARN agreement services and for the NBS study) were missing a second signature, allegedly contrary to District policy and good practice, and asked for investigation. The chair asked staff to

note and look into the issue.

- **Board/counsel procedural discussion:** Counsel advised that a board member may “step down” to make public comment as a member of the public, but comments should align with the agenda item under discussion.
- **In-room speaker Michael Donahue:** stated he would be participating in a meeting “on the 25th” and asked a question related to the reorganization from SSCSD to San Luis Obispo County, specifically whether there was any possibility that, in the future, administration could be transferred to another entity. Chair Tiwana asked whether such legal questions should be answered during public comment.

**Counsel** advised that the Board was in the staff report portion of the agenda and that comments should be limited to those items. She recommended that the question be raised during Board Comments later in the agenda.

The Chair concluded the discussion and returned to the agenda.

## **7. CONSENT CALENDAR ITEMS (6:22 p.m. – 6:27 p.m.)**

Items presented for approval

- A. REVIEW AND APPROVAL OF MINUTES FOR THE MEETINGS ON JANUARY 07, 2026.**
- B. REVIEW AND APPROVAL OF DECEMBER DISBURSEMENTS JOURNAL**
- C. ADOPTION OF A RESOLUTION ADOPTING THE SAN LUIS OBISPO COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN.**

### **Discussion (Item C):**

- Suzy Watkins explained the hazard mitigation plan is updated approximately every five years and is needed to maintain eligibility for FEMA hazard mitigation grant funding. The county coordinated the plan; district staff participated to ensure San Simeon-related issues were addressed; each agency must adopt the updated plan.

### **Public Comment on Consent Calendar:**

- **In-room speaker - Hank Krzciuk:** noted there were “errors” in the San Simeon-related portion of the hazard mitigation plan (outdated parties/statistics) and asked the Board to be aware.

Director Donahue makes a motion to approve all consent calendar items as presented, Director Le seconded the motion.

AYES: Chair Tiwana, Director Le, Director Donahue

NOES: 0

ABSTAIN: 0

ABSENT: 0

Motion passed unanimously (3-0)

## **8. BUSINESS ACTION ITEMS (6:27 p.m. – 7:09 p.m.)**

### **8.A. Midyear Budget-to-Actual Report and Adjustments (6:27 pm. - 6:38 p.m.)**

Suzy Watkins presented the six-month budget review and recommended adjustments, describing budgeting practices and the District's midyear position.

#### **Key points presented:**

- Revenues were behind midyear due to timing of property taxes and rate increase in the second half of the year; expected acceleration later.
- Potential revenue pickup anticipated from Highway 1 reopening, meter repairs, and resolving open/outstanding accounts.
- Expense adjustments discussed, including:
  - Increase to electrical power line item due to under-budgeting versus prior year.
  - No adjustment recommended for legal fees, though spending was above 50% midyear; expected to normalize.
  - Small adjustment to a previously zeroed miscellaneous expense line.
  - Adjustment to office expenses due to timing of system conversion (as described).

- Reduction/zeroing of an account associated with the prior vendor contract (noted as no longer used) to offset increases.
  - Reduction to professional fees and acknowledgment of general manager salary savings helping offset increases.
  - Clarification that a street light item did not align cleanly with the chart of accounts.
  - A \$3,000 expense tied to a January 2024 violation that was settled and paid at the beginning of this fiscal year.
  - Increase to accommodate the county CalWARN response, approved after the budget was prepared.
- Staff reported the District was ~\$22,000 positive at the midpoint.

**Public Comment:**

- **In-room speaker - Hank Krzciuk:** Complimented the spreadsheet/budget analysis; raised concern that no budget line appeared for an audit (noting fiscal year 2024–25 audit not completed), and urged budgeting and direction to begin an audit, especially given concerns about checks/signature practices.

Chair Tiwana makes a motion to approve the attachment one adjustments to the budget, Director Donahue seconded the motion.

AYES: Chair Tiwana, Director Le, Director Donahue

NOES: 0

ABSTAIN: 0

ABSENT: 0

Motion passed unanimously (3-0)

**8.B. Board Committee Appointments (06:38 p.m. - 7:09 p.m.)**

The Board discussed committee structure challenges due to a three-member board and limited public participation.

### **Key discussion points:**

- Chair noted difficulty sustaining standing committees (budget/water/etc.) given limited personnel and participation.
- Reorganization/dissolution committee status discussed; staff indicated there had been no meetings since last summer, and activity was pending completion of a dissolution study.
- **Counsel guidance:** With a three-member board, two board members cannot serve on a committee (Brown Act concern). A possible structure could include one board member + one public member, and potentially a staff liaison (with cautions about roles and county/district dynamics under the CalWARN arrangement).

Public comment included suggestions to:

- Appoint a board member as the focal point with the county on reorganization matters.
- Enforce contract reporting requirements (e.g., monthly reporting; review of phases before payments).

### **Outcome/Direction (as stated by Chair):**

- The Board did not appoint standing committees at this time and did not form an ad hoc dissolution committee.
- The Chair stated the Chairperson would serve as the point person, and directed staff to coordinate with relevant county parties so communications and reporting flow through the Chair, consistent with the contract expectation that the District be informed of progress.
- The chair reserved the ability to make appointments later, noting the situation is “fluid.”

No public comment was received.

No vote at this time regarding this item.

**9. BOARD COMMENTS: (7:10 p.m. – 7:11 p.m.)**

Director Michael Donahue requested a future agenda item to include a statement of intent clarifying that the District's reorganization is to the County of San Luis Obispo for administrative functions, and that under no circumstances, following completion of the reorganization, should administration be provided by the Cambria Community Services District. She stated this was her formal request to place the item on a future agenda.

No further comments were made on that topic.

**10. ADJOURNMENT (7:11 p.m.)**

The next meeting is scheduled for March 5, 2026.