

**MINUTES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR BOARD MEETING**  
**1350 MAIN STREET**  
**CAMBRIA, CA 93428**  
**Google Meet**  
**Thursday, May 14, 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 **6:00 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

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

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was held at 06:01 p.m. by Chair Tiwana.

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

The Chair opened the floor for public comment on items not listed on the agenda.

A community member thanked the District and directors for improvements made to the beach viewing area, including trash cleanup and replacement of cleanser bottles.

No additional public comments were made.

## **5. NON-DISTRICT REPORTS**

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

Commander Abass reported:

- 28 calls for service during the previous month, compared to 33 during the same period last year.
- Five preventative patrol activities.
- Three enforcement stops.
- Two deputies recently completed the 22-week field training program and are now fully certified deputy sheriffs assigned to patrol duties in the San Simeon area.

Board members expressed appreciation for assistance with abandoned vehicles and ongoing patrol support.

Discussion occurred regarding concerns about an increase in abandoned vehicles and related issues in the community. The Sheriff's Office representative offered to coordinate further with District staff regarding those concerns.

No public comments followed the report.

## **6. DISTRICT STAFF & COMMITTEE REPORTS**

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

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

**Presenter:** Suzy Watkins

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

- Ongoing replacement of non-functioning water meters, averaging approximately one meter replacement per month due to additional infrastructure complications discovered during repairs.
- Completion of fence repairs at the wastewater treatment plant following storm-related damage.
- Distribution of cross-connection control surveys to comply with regulatory requirements; residents were encouraged to return completed forms.
- Availability of the survey online through an interactive form prepared by Ruth Montgomery.

- Continued work by Public Works and the County Executive Office on the NBS dissolution study, anticipated for presentation at the June 4, 2026 meeting.

No Board questions were raised.

## **ii. FRM Operations Report**

Staff referenced FRM operational reports included in the agenda packet, including wastewater treatment plant maintenance activities and work completed on Balboa.

## **iii. District Financial Summary – Summary of January Financials.**

**Presenter:** Suzy Watkins

Financials will be discussed in future items related to the budget.

## **iv. District Counsel's Report**

District Counsel was not present in the meeting.

### **PUBLIC COMMENT FOR THIS SECTION**

No public comments were made.

## **7. CONSENT CALENDAR ITEMS**

Items presented for approval

- A.** Review and Approval of Minutes for the Meeting on March 05, 2026.
- B.** Review and Approval of February & March Disbursements Journal
- C.** Review and Authorize agreement with J.F. Brennan company Inc. For annual ocean Outfall inspection

## **Amendment to March Meeting Minutes**

District staff recommended revising the March meeting minutes to clarify that:

- A motion had been made regarding exploratory discussions with Cambria Community Services District.
- A roll call vote occurred.
- The motion failed.

The Board accepted the revision without objection.

### **Public Comment**

No public comments were received.

### **Motion**

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 to approve the Consent Calendar carried unanimously (3-0).

## **8. BUSINESS ACTION ITEMS**

### **8.A. Receive and File Procedural Clarification of Board Motion during March 2026 Board Meeting regarding request from Cambria Community Services District.**

Suzy Watkins: reported that a demand to cure and correct had been received regarding a Board action from the March 2026 meeting. Following review and consultation with District Counsel, it was determined that no further action was required. The item was presented to document the clarification made to the March meeting minutes.

No further Board action was required.

### **Public Comment**

Julie Tacker addressed the Board via online. Ms. Tacker stated that she had been in communication with Ms. Goldstein regarding the matter and explained that a formal response had not yet been provided because the previous meeting had been canceled.

She noted that there had been a 30-day deadline for a formal response and that she had allowed additional time due to the cancellation. Ms. Tacker stated that she expected to receive the formal response within the next few days.

## **8.B. Review and Approval of Third Quarter Budget-to-Actual Report and Budget Adjustments**

Staff presented the third quarter financial update and proposed budget adjustments for Fiscal Year 2025-2026. Staff stated that:

- Financial performance remained close to budget projections.
- Only approximately \$100,000 had been drawn from reserves, less than originally budgeted.
- No additional reserve draw was anticipated for the fiscal year.

### **Resolution**

The Board considered a resolution adjusting the Fiscal Year 2025-2026 budget.

### **Public Comment**

No public comments were received.

### **Motion**

Chair Tiwana makes a motion to approve the Resolution No. 26-XXX of the Board of Directors of the San Simeon Community Services District adopting an adjusted 2025-2026 fiscal Budget.

Director Donahue seconded the motion.

AYES: Chair Tiwana, Director Le, Director Donahue

NOES: 0

ABSTAIN: 0

ABSENT: 0

The Board adopted the resolution approving the adjusted Fiscal Year 2025-2026 budget by unanimous vote (3-0).

## **8.C. Preliminary Budget**

Suzy Watkins: presented the preliminary budget for Fiscal Year 2026-2027 and explained:

- Revenue projections were based on a three-year average of system usage and current rate schedules.
- No capital improvement projects were included due to financial constraints and pending dissolution planning.
- The preliminary budget projected an \$83,000 revenue shortfall.

Board members discussed potential future rate increases, deferred maintenance needs, and the upcoming ocean outfall inspection. Staff stated that any future rate adjustments would likely be addressed through the dissolution-related Proposition 218 process and that a maintenance repair budget of \$100,000 was included for unforeseen repairs.

### **Public Comment**

A member of the public commented regarding availability of meeting materials.

### **Motion**

Director Donahue makes a motion to approve the Preliminary Fiscal Year 2026-202 Budget and direct staff to proceed with the required public notice.

Director Le seconded the motion.

AYES: Chair Tiwana, Director Le, Director Donahue  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0

The Board approved the preliminary budget and directed staff to proceed with notice requirements for the June budget hearing.

Motion carried unanimously (3-0).

### **8.D. Discuss, review and provide direction to staff regarding the Contract between San Simeon Community Services District and the Board of Administration of the California Public Employees Retirement System**

The Board discussed information previously requested regarding potential termination costs associated with the District's contract with CalPERS.

Staff confirmed:

- No action was required at this time.
- Any future response to CalPERS would not be due until December 3, 2026.

The Board took no action.

### **8.E. Consider additional financial controls related to District's Checks**

The Board discussed current check-signing procedures and the possibility of updating policy to reflect District practice. Board members discussed administrative efficiency, existing oversight practices, and the anticipated dissolution of the District. Public Comment

## **Public Comment**

Julie Tacker commented in favor of maintaining the existing two-signature requirement.

## **Motion**

Chair Tiwana, made a motion to request staff update District policy to state a single board director signature on District checks

Director Donahue seconded the motion.

Roll call to vote

AYES: Chair Tiwana, Director Le, Director Donahue

NOES: 0

ABSTAIN: 0

ABSENT: 0

Motion to request staff update District policy to allow a single board director signature on District checks carried unanimously (3-0).

## **9. BOARD COMMENTS:**

No Board comments were made.

## **10. ADJOURNMENT**

The next meeting is scheduled for June 4th, 2026.