

**MEETING MINUTES**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR BOARD MEETING**  
**Tuesday, January 11, 2021**  
**5:00 pm**

Pursuant to San Simeon CSD Resolution 21-438 and incompliance with AB 361 this meeting occurred as a virtual teleconference using the Zoom app.

**Internet Meeting Location – Via ZOOM**

**1. REGULAR SESSION @ 5:04 PM -**

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

(1:35) Report from the January 11, 2022 Special Meeting Closed Session was that Mr. Krzciuk and Mrs. Tacker would be sent letters from the District responding to their complaints.

**2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:**

Public Comment –

(2:30) Julie Tacker commented on the bookkeeper RFP and the fence quotes stating that there were mistakes on these items.

(5:50) Henry Krzciuk commented on the closed session report out. He commented on the quality of the RFPs, the General Manager, and District Counsel.

**3. SPECIAL PRESENTATIONS AND REPORTS: (8:45)**

**A. STAFF REPORTS:**

- i. **Sheriff's Report & CHP Report** – None.
- iii. **Superintendent's Report** – (9:15) Jerry Copeland provided a summary of December activities.
- iv. **General Manager's Report** – (10:40) Charlie Grace provided a summary of December activities.
- v. **District Financial Summary** – (12:53) Charlie Grace provided a summary of December financials.
- vi. **District Counsel's Report** – (14:20) Jeffrey Minnery provided a summary of December activities.
- vii. **Board Member Report** – (14:45) None.

**B. AD-HOC COMMITTEE REPORTS:**

- i. Status Update Disbursements Journal Review Committee – (14:51) No update was provided.
- ii. Status Update Policy & Procedures Committee – (15:09) No update was provided.
- iii. Status Update Parking on District Streets – (15:20) Director de las Rosa recommended that the second reading of Ordinance 122 be delayed until the February meeting.
- iv. Status Update Budget & Water Committee – (16:15) No update was provided.

(16:35) Director Donahue commented about items not on the agenda stating that he proposed that each of the Directors be paid for Special meetings.

**Public Comment –**

(17:20) Henry Krzciuk commented.  
(18:55) Jacquelyn Diamond commented.  
(20:35) Julie Tacker commented.

**4. CONSENT AGENDA ITEMS: (22:00)**

- A. REVIEW AND APPROVAL OF MINUTES FOR THE REGULAR MEETING ON DECEMBER 14, 2021.**
- B. REVIEW AND APPROVAL OF MINUTES FOR THE SPECIAL MEETING ON DECEMBER 21, 2021.**
- C. REVIEW AND APPROVAL OF DISBURSEMENTS JOURNAL.**
- D. ADOPTION OF RESOLUTION 22-439 TO CONTINUE VIRTUAL MEETINGS PURSUANT TO THE PROVISIONS OF AB 361.**

**Public Comment –**

(23:30) Henry Krzciuk commented.  
(25:05) Julie Tacker commented.

(26:15) A motion was made to approve items A-D of the consent agenda.

Motion: Chairperson Kellas  
2nd: Vice-Chairperson Giacoletti  
Vote: 3/1  
Abstain: 1

Roll Call: Kellas: Yes      Giacoletti: Yes      de la Rosa: Yes      Donahue: Abstain

**5. PUBLIC HEARING:**

- A. SECOND READING AND ADOPTION OF ORDINANCE NO. 122 OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT REGARDING PARKING REGULATIONS. (26:55)**

Chairperson Kellas commented that Director de la Rosa had asked to have this item pulled and brought back to the February Board meeting.

(27:27) A motion was made to move this item to the February Board meeting.

Motion: Chairperson Kellas  
2nd: Director de la Rosa

**Public Comment –**  
(28:00) Henry Krzciuk commented.  
(29:25) Julie Tacker commented.

Motion: Chairperson Kellas  
2nd: Director de la Rosa  
Vote: 4/0  
Absent: 0

Roll Call: Kellas: Yes      Giacoletti: Yes      de la Rosa: Yes      Donahue: Yes

**6. BUSINESS ACTION ITEMS:**

**A. DISCUSSION, REVIEW AND APPROVAL OF CANDIDATES TO REPLACE THE BOARD OF DIRECTOR VACANCY CREATED BY THE RESIGNATION OF WILLIAM CARSON AND BOARD APPOINTMENT OF THE NEW DIRECTOR. (39:40)**

Chairperson Kellas introduced the item.

(33:50) Director de la Rosa, Director Donahue, Vice-Chairperson Giacoletti, and Chairperson Kellas discussed the applicants, their applications, and the appointment process.

Public Comment –

(36:29) Mike Hanchett commented.

(37:30) Julie Tacker commented.

(40:00) Chairperson Kellas, Director Donahue, and Director de la Rosa, further discussed the voting process. Director de la Rosa asked questions to the candidates.

(46:29) A motion was made to nominate Roberta Reinstein to fill the Board member vacancy.

Motion: Chairperson Kellas

2nd: Vice-Chairperson Giacoletti

Vote: 4/0

Absent: 0

Roll Call: Kellas: Yes

Giacoletti: Yes

de la Rosa: Yes

Donahue: Yes

**B. DISCUSSION, REVIEW AND APPROVAL OF STANDING COMMITTEE MEMBERS AND AD-HOC COMMITTEE MEMBERS PURSUANT TO DISTRICT POLICY 13.01 AND 13.03. (47:38)**

Charlie Grace introduced the item. Chairperson Kellas further discussed the existing committees.

(53:20) Jeff Minnery commented that Director Reinstein (newly appointed) was able to participate in the discussion.

(55:10) Director Donahue asked if Director Reinstein would be interested in participating in a legal bill minimization committee. Director Reinstein responded that she needed to verify that there were no conflicts. Chairperson Kellas discussed combining the standing committees. Director de la Rosa stated that he thought the water and budget committees should be kept separate.

Public Comment –

(57:39) Henry Krzciuk commented. He volunteered for the water committee and the budget committee.

(59:25) Julie Tacker commented.

(1:01:00) Michael Hanchett commented.

(1:01:35) April Dury commented.

(1:02:20) Director de la Rosa clarified that committee members must be residents of San Simeon.

(1:02:50) Chairperson Kellas stated that the water committee would consist of: Michael Hanchett, Daniel de la Rosa, and Henry Krzciuk. On the budget committee: Michael Hanchett, Luz Hernandez, Miguel Sandoval and Henry Krzciuk. Chairperson Kellas went on to comment

that the ad-hoc committees would remove the disbursement journal review, the policy and procedures and keep the other two ad-hoc committees (CHRP and parking on District streets).

(1:03:50) A motion was made to add Mr. Krzciuk to both the water and budget committee and keep the parking on District streets (de la Rosa and Giacoletti) and the CHRP (Kellas and de la Rosa). The policy and procedures and the disbursement review are dissolved. The standing committees will remain separate, and staff is to check with Leroy Price to verify if he wishes to stay on the water committee.

Motion: Chairperson Kellas  
2nd: Director Donahue  
Vote: 4/1  
Abstain: 1

Roll Call: Kellas: Yes    Giacoletti: Yes    de la Rosa: Abstain    Donahue: Yes    Reinstein: Yes

**C. DISCUSSION, REVIEW AND APPROVAL OF THE 2022 LIST OF GOALS AND PRIORITIES FOR THE SAN SIMEON COMMUNITY SERVICES DISTRICT. (1:06:48)**

(1:06:55) Chairperson Kellas introduced the item. Director Donahue commented that the number one priority that the District should be addressing was the threat of legal action beginning with the Hather lawsuit. Jeff Minnery commented on the Hather lawsuit clarifying the judges ruling. Chairperson Kellas commented about placing this matter on the list of goal and priorities.

Public Comment –

(1:10:28) Henry Krzciuk commented.  
(1:13:35) Julie Tacker commented.  
(1:15:09) Michael Hanchett commented.

(1:15:52) Director Donahue further commented on the list suggesting that the item number 8 be removed. Vice-Chairperson commented that the District plant more trees.

(1:18:00) Chairperson Kellas suggested that this item be tabled and asked that the Directors submit information on items that they would like to see added to the list, further stating that this matter would come back to the Board in either February or March.

**D. DISCUSSION, REVIEW AND APPROVAL OF PROPOSED EDITS TO THE POLICY AND PROCEDURES MANUAL. (1:18:27)**

(1:18:32) Director Donahue asked that this item be moved to another meeting. Vice-Chairperson Giacoletti seconded the motion.

Public Comment –

(1:19:20) Henry Krzciuk commented.  
(1:20:18) Julie Tacker commented.

Motion: Director Donahue  
2nd: Vice-Chairperson Giacoletti  
Vote: 4/1  
No: 1

Roll Call: Kellas: No    Giacoletti: Yes    de la Rosa: Yes    Donahue: Yes    Reinstein: Yes

**E. DISCUSSION, REVIEW AND APPROVAL OF KATHLEEN FRY BOOKKEEPING SERVICES TO PERFORM BOOKKEEPING SERVICES FOR THE DISTRICT. (1:23:00)**

(1:23:20) Charlie Grace introduced the item.

(1:25:50) Director Donahue commented that the RFP was ridiculous and that ads need to be taken out on Craigslist or Indeed.

Public Comment –

(1:26:45) Henry Krzciuk commented.

(1:29:00) Julie Tacker commented.

(1:31:18) Michael Hanchett commented.

(1:32:30) April Dury commented.

(1:34:30) Director Donahue commented that this RFP needed to be done again. Chairperson Kellas commented that the RFP process followed the Policy and Procedures manual. Vice-Chairperson Giacoletti commented that Kathleen Fry did an excellent job.

(1:36:35) A motion was made to award the contract to Kathleen Fry Bookkeeping Services for another year.

Motion: Chairperson Kellas

2nd: Vice-Chairperson Giacoletti

Vote: 4/1

No: 1

Roll Call: Kellas: Yes    Giacoletti: Yes    de la Rosa: Yes    Donahue: No    Reinstein: Yes

**F. DISCUSSION, REVIEW AND APPROVAL OF A PROPOSAL FROM COOPERATIVE STRATEGIES FOR REDISTRICTING SERVICES NOT TO EXCEED THE AMOUNT OF \$19,500.00. (1:37:30)**

Charlie Grace introduced the item.

Public Comment – None

(1:39:24) A motion was made to accept the proposal from cooperative strategies for redistricting services not to exceed the amount of \$19,500.00.

Motion: Chairperson Kellas

2nd: Director Donahue

Vote: 4/1

No: 1

Roll Call: Kellas: Yes    Giacoletti: No    de la Rosa: Yes    Donahue: Yes    Reinstein: Yes

**7. CLOSED SESSION: (1:40:37)**

Jeff Minnery introduced the item.

Public Comment –

(1:42:19) Henry Krzciuk commented.

(1:45:18) Julie Tacker commented.

(1:47:30) Michael Hanchett commented.

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (1:49:55)**  
Pursuant to Government Code section §54956.9(d)(1)  
Name of Case – Robert Hather v. San Simeon Community Services District, et al.

**\*\*\*\*RECONVENE TO OPEN SESSION\*\*\*\***  
(1:50:02)

**Report on Closed Session:** No reportable action

**8. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS – None**

**9. ADJOURNMENT @ 8:01 PM**