

**AGENDA**  
**SAN SIMEON COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING**  
**Wednesday, March 14, 2018**  
**6:00 pm**

**CAVALIER BANQUET ROOM**  
**250 San Simeon Avenue**  
**San Simeon, CA 93452**

**1. REGULAR SESSION: 6:00 PM**

**A. Roll Call**

**B. Pledge of Allegiance**

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

**Public Comment** - Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda. Presentations are limited to three (3) minutes or less with additional time at the discretion of the Chair. Your comments should be directed to the Board as a whole and not directed to individual Board members. The Brown Act restricts the Board from taking formal action on matters not published on the agenda.

**3. SPECIAL PRESENTATIONS AND REPORTS:**

**A. STAFF REPORTS:**

- i. Sheriff's Report** – Report for February.
- ii. General Manager's Report** – Summary of February Activities.
- iii. Superintendent's Report** - Summary of February Activities.
- iv. District Financial Summary** – Update on Monthly Financial Status.
- v. District Counsel's Report** – Summary of February activities

**B. BOARD OF DIRECTORS AND COMMITTEE REPORTS:**

- i. Budget Committee Meeting Report Out**
- ii. Water Committee Meeting Report Out**

**C. SPECIAL PRESENTATION:**

- i. Seth Sutherland** – Presentation on GIS Mapping for the District

**D. PUBLIC COMMENTS ON SPECIAL PRESENTATIONS AND REPORTS:**

**Public Comment** - This public comment period provide an opportunity for members of the public to address the Board on matters discussed during Agent Item #3 – Special Presentations and Reports. If a member of the public wishes to speak to this time, Public Comment is limited to three (3) minutes.

**4. CONSENT AGENDA ITEMS:**

**Public Comment** - Members of the public wishing to speak on consent agenda items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak to this time, Public Comment is limited to three (3) minutes.

- A. Review and approval of Minutes for the Regular Meeting on February 14, 2018.
- B. Review and approval of Disbursements Journal.
- C. Review and approval of Minutes for the Special Meeting on February 14, 2018.

**5. BUSINESS ITEMS:**

**Public Comment** - Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. Presentations are limited to three (3) minutes or less with additional time at the discretion of the Chair.

- A. Adoption of Resolution 18-397. A resolution authorizing staff to make payroll and federal tax payments to the government electronically.
- B. Adoption of Resolution 18-398. A resolution authorizing staff to remove and destroy specified documents from the master archive repository.
- C. Discussion and Direction to Staff regarding the amended Policies and Procedures Manual (Board of Directors and Board Meeting sections) for the District.
- D. Discussion on Procedure to Fill the Vacancy on the San Simeon Community Services District Board of Directors Created by the Resignation of Ken Patel; Direction to Staff to Post Notice of Vacancy pursuant to Gov't Code 1780; Schedule meeting at which candidates will be considered and the appointment made.
- E. Board Discussion and Direction to Staff regarding the County Beautification Grant and whether to expend additional funds on the walkway proposed project.
- F. Authorization for the General Manager to initiate the water storage tank and water distribution system project(s) - Phase One projects.
- G. Authorization for the General Manager to retain Marine Diving Solutions, Inc. to perform structural analysis and annual inspection of the wastewater treatment facility ocean outfall in the amount of \$30,000.00.

**6. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS** – Requests from Board members to Staff to receive feedback, prepare information, and/or place an item on a future agenda(s).

**7. ADJOURNMENT**

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the District office, 111 Pico Avenue, San Simeon. If requested, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for a disability-related modification or accommodation, contact the District Administrator at 805-927-4778 as soon as possible and at least 48 hours prior to the meeting date. This agenda was prepared and posted pursuant to Government Code Section 54954.2.