



**SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING
Minutes of September 15, 2021**

**NOTE: This meeting was held via teleconference, pursuant to the Governor's Executive Order
N-29-20 (March 17, 2020)**

1. CALL TO ORDER-5:30 PM OPEN SESSION

President Jones called the meeting to order at 5:34 pm.

2. ROLL CALL:

Secretary Berry called the roll. Directors Present: Jones, D'Ambra, Redfern, Beard and Van Pelt. Van Pelt via zoom. Staff Present: General Manager Jose Acosta, Secretary/Treasurer Wendy Berry, Rick Battles, Legal Counsel and Mike Kielborn, Engineer by zoom

3. PLEDGE OF ALLEGIANCE

4. DIRECTORS COMMENTS:

Director Jones talked about the article in Noozhawk about the Chumash receiving a federal grant to upgrade the Chumash WWTP. The article mentioned the District was partners with the Chumash. Staff will reach out to Santa Ynez ID #1 and City of Solvang and inform each agency, the District is not partnering with the Chumash.

5. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

6. REPORTS:

A. Manager Report – Kevin McKennon has officially retired and separated from the district; last date of employment was Friday September 3, 2021. Kevin worked for the CSD for approximately 17 years, managing the day-to-day operations of the WWTP.

Attended Finance Committee meeting, provide requested documents and information regarding budget actuals, day-to-day operational costs of the CSD and compilation of legal fees for discussion.

Continued weekly progress meetings with staff and SCI regarding project progress, concerns, cost adjustments, etc.

Received and reviewed City of Solvang WWTP upgrades recycled water technical memorandum. Shared input from staff with Mr. van der Linden. The technical memorandum concluded that the costs associated with producing and treating recycled water are too costly at this time to pursue.

Collaborated with bargaining unit committee to provide requested information for ongoing negotiations.

Requested from staff to compile a monthly operations report spreadsheet for Board presentation regarding district collections system and WWTP.

B. Legal Counsel – SB 361 allows agencies to operate remotely for Board meetings

C. Secretary/Treasurer Report –

The software conversion is in full swing and staff is looking into earthquake insurance for the sewer lines

D. Committee Report - The finance committee met to discuss the costs of daily operations and legal fees. The Ad Hoc committee met briefly by teleconference on September 15 and is not requesting to be compensated for that meeting.

7. CONSENT ITEMS:

A. Approval of Regular Meeting Minutes of August 18, 2021.

B. Treasurer's Report:

1. Approval of Disbursements from August 14, 2021 through September 10, 2021
2. Profit & Loss Budget Performance for August 2021

Director Beard motioned to approve the consent agenda as presented, Director Van Pelt seconded and the motion passed by a roll call vote:

AYES: Van Pelt, Redfern, Jones, D'Ambra, Beard

8. ACTION ITEMS:

A. Horizon Drive Capacity Update: receive an update on the Horizon Drive capacity fee report from Tuckfield and Associates.

At the May 19, 2021 regular Board meeting, the Board requested staff to contact Clayton Tuckfield and Associates to complete an updated Horizon Drive connection costs analysis. The Board elected to schedule a Special Board meeting for June 2, 2021, to share this information with residents of Horizon Drive and the public. At the June 2, 2021 meeting, the Board approved the Horizon Drive Rate Study as presented.

Staff reassessed the connections for the project and discovered additional 3 parcels that could benefit from the project. These additional parcels were included in the capacity fee structure, expanding the cost share amongst all parcels. Mr. Tuckfield recompiled the draft study to include this new information, along with additional input from staff and legal counsel.

The current estimated capacity fees for Horizon Drive are \$65,799 but are subject to change as the final costs of the project are calculated after the project is completed.

B. Horizon Drive Mainline Extension Project Update:

SCI has been working on the project daily. The Mainline along Horizon Drive has been installed along with all laterals within the same area. SCI is currently working through the easements, at

the southern end, near Santa Cota hotel. They are optimistically projecting completing work along the easements by the end of September.

SCI is planning to begin the asphalt work along Horizon Drive the week of September 20th, this will include rebuilding the gutters along the properties, asphaltting the laterals fronting the properties, and completing the asphalt work along the mainline.

Staff and Mr. Kerr, construction manager, have been working diligently with SCI on all areas or responsibility. All parties have maintained weekly progress meetings at the district offices, discussing project progress, setbacks, concerns, accomplishments, and the couple change orders.

There have been two additional, totaling four so far, change orders submitted and approved thus far. Change order #3 was in the amount of \$48,216 to cover the costs of a portion of the overage of slurry required to complete the project, as of August 19, 2021. Change order #4 is in the amount of \$4,400 for additional potholing required during the project, to locate utilities. The amounts of slurry, requested in the bid, were not accurate and additional slurry was needed along Horizon Drive. Staff directed SCI to use the extra sand to mitigate the amount and costs for the extra slurry that was needed, this work should mitigate the costs of the slurry overage approximately \$20,000. The Board was apprised of the slurry situation prior to the meeting as well.

The total of the 4 change orders has reached an amount of \$74,166. At their June 2, 2021, meeting the Board provided direction to have the General Manager return to the Board for approval of any change order that surpass an individual amount of \$25,000 or total of all change orders between the range of \$50,000 and \$90,000. The change orders that have been approved thus far were imperative to keep the project moving ahead and ensuring the project is completed in an efficient timeframe, thus allowing our constituents to connect at the soonest time.

Staff has compiled a checklist for the residents to use as a reference when they are ready to connect to sewer.

9. INFORMATIONAL ITEMS:

None

10. LABOR NEGOTIATIONS:

A. Closed session:

- **Public comments on closed session agenda item:** No public was in attendance
The Board entered into closed session at 6:44 p.m.
- Closed session conference with labor negotiators pursuant to Government Code 54957.6
- Agency designated representatives: Nate Kowalski, Legal Counsel, Director Redfern, Director Jones
- Employee organization: Teamsters Local 986

Open session report on closed session agenda item: The Board came out of closed of closed session at 7:42 p.m. with no action to report.

11. ADJOURNMENT. Director Redfern motioned to adjourn the meeting at 7:47 p.m., Director Beard seconded, and the motion passed by a roll call vote:

AYES: Jones, D'Ambra, Redfern, Van Pelt, Beard

The next regular Board of Director's meeting is scheduled for Wednesday, October 20, 2021.

APPROVED:

Karen Jones, President Board of Directors

ATTEST:

Wendy Berry, Secretary Board of Directors