



**Santa Ynez Community Services District  
Board of Directors Regular Meeting  
Minutes from April 19, 2023**

**NOTE: This Meeting was held in person, and a Zoom link was provided on the Agenda**

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

President Redfern called the meeting to order at 5:32 pm

**2. ROLL CALL:** General Manager called roll: Directors present: Beard, Redfern, and Van Pelt; Directors Jones and Padelford via Zoom, separately. Staff Present: Loch Dreizler, General Manager/Secretary-Treasurer; Jeanne L. Goodwell, Interim Administrative Assistant.

**3 DIRECTORS COMMENTS:** President Redfern expressed interest in why Directors are considered employees and asked that this topic be added to a future Agenda. Director Van Pelt commented that members of the public voiced displeasure with the retaining walls on Refugio. Although he noted the issue is outside the District's responsibilities, he was pleased to have residents express their opinions. Director Padelford commented that the Directors' titles and terms should be updated on the website.

**4. PUBLIC COMMENT:** None

**5. REPORTS:**

**A. General Manager:**

1. Alicia Marin was hired as the Office Manager and will start with the District on Monday, May 1. Jeanne Goodwell will stay on for a week to help with her orientation.
2. Santa Barbara County informed the District of roadwork construction scheduled for April and May on Cuesta and Faraday.

**B. Legal Counsel:** None.

**C. Secretary/Treasurer:** None

**D. Committees:**

1. Finance Committee-Directors Beard and Padelford: Minutes of the March 28, 2023, Meeting are in the Consent Items.
2. MSR Committee-Directors Redfern and Van Pelt will present information during Informational Item 8A.

**6. CONSENT ITEMS:**

- A.** Approval of Regular Meeting Minutes of March 15, 2023.
- B.** Approval of Finance Committee Minutes from March 28, 2023.
- C.** Disbursements from 2/1/2023 – 3/31/2023.

Director Van Pelt motioned to approve the Consent Items, Director Beard seconded the motion, and the motion passed unanimously.

**7. ACTION ITEMS:**

**A. FY 2021/2022 Audit.**

1. Mr. Dreizler introduced Paul Kaymark, CPA, from Nigro & Nigro. This is the third year Nigro & Nigro has performed an audit on the District, and this is Mr. Kaymark's second year presenting the results.
2. Mr. Kaymark reviewed the financial statement's main points of the Audit.

Director Beard motioned to receive and file the Financial Statements and Independent Auditors' Report for Fiscal Year 2021/2022. Director Van Pelt seconded, and the motion passed unanimously.

**B. Public Hearing to adopt an ordinance increasing Director Compensation.**

1. The Public Hearing was opened at 6:02 pm.
2. Mr. Dreizler described the parameters of increasing Director compensation and presented information on the issue.
  - i. The Ordinance must outline compensation increases. Therefore, a draft Ordinance was provided.
  - ii. Compensation may not increase more than 5% yearly from the last increase.
  - iii. The last District Ordinance to increase Director compensation was in 2007.
  - iv. A table shows the allowable 5% yearly increase from 2007 to the present.
3. Mr. Battles stated that if the Ordinance is adopted and not challenged by the public within 60 days of the Public Notice, a Resolution updating the Board Policy must be approved. He also described the timeline and process by which the public could oppose the Ordinance if adopted.
4. In the discussion, the Directors' comments in favor of the proposed increase included that there hasn't been an increase in compensation since 2007, the importance of the Directors' time being valued, the time spent by the Directors preparing for meetings is unpaid, the need for an increase to attract and retain Board Members. Directors' comments opposing the proposed increase included that the timing for the Board Compensation increase could be inflammatory during labor negotiations.
5. The Public Hearing was closed at 6:44 pm.

Director Jones motioned to adopt Ordinance No. O-23-310 Increasing Director Compensation to \$175 for attendance at Regular and Special Board meetings, to \$87.50 for attendance at standing and ad hoc committee meetings, and for attending meetings of other organizations that pertain to or affect the District. Director Refern seconded the motion, passing by roll call vote. Ayes: Redfern, Jones, Padelford, Van Pelt. Noes: Beard

**C. Chumash Proposed Administration Building – wastewater treatment provider decision.**

1. Mr. Dreizler indicated that wastewater treatment services were proposed to be provided to the Chumash, and the discussion centers only on whether Chumash or Solvang will provide that service. He reported that the City of Solvang was neutral on who provided wastewater services. Solvang recognized the Santa Ynez CSD as the agency to determine which entity would provide wastewater services.
2. Brian Tetley, the planner for the Chumash Administration Buildings, confirmed that the proposed site is not currently in the Chumash Trust.

Minutes without signatures are considered Drafts.

3. Mr. Tetly indicated that the proposed construction area will have required parking and landscape, with the administrative building taking up the balance.
4. Board Members raised several questions, including the short and long-term costs, revenues gained, capacity fees, and the District's portion in Solvang's future wastewater treatment improvements.
5. Mr. Dreizler indicated he would like additional time to gather more information, discuss it with the Wastewater Committee, and then present additional information to the Board.

Director Jones motioned to table discussion on wastewater treatment services for the proposed Chumash Administrative building to give staff time to collect more information and for committee discussion. Director Van Pelt seconded, and the motion passed unanimously.

**D. Adopt Resolution 23-310A allowing access to the Mechanic's Bank account and safety deposit box.**

1. Mr. Dreizler reported that Mechanic's Bank account signature cards are outdated, and a safety deposit box is associated with the account. Two signers are required to access account funds and the deposit box.
2. The Directors agreed that there is an advantage to the District having access to nearby cash and that the safety deposit box might be used to protect the personal information of Directors and employees.

Director Van Pelt motioned to approve Resolution 23-310A updating signature cards at Mechanic's Bank; Director Beard seconded, and the motion passed unanimously.

**E. Adopt Resolution 23-419 approving the installment payment plan for 1265 Calzada and collecting the installment payment on the tax roll.**

1. The Public Hearing was opened at approximately 7:23 pm.
2. Mr. Dreizler reviewed the background of this property, the sewer connection, and the installment plan provisions.
3. The Public Hearing was closed at approximately 7:33 pm.

Director Beard motioned to approve Resolution 23-419 approving the installment payment plan; Director Van Pelt seconded, and the motion passed unanimously.

**F. Discuss the Adoption of a Resolution establishing a Community Interface Committee, appointing its members, and amending the Board Policy Manual.**

1. This additional standing committee has been discussed at previous meetings.
2. There was some discussion about folding the MSR Ad Hoc Committee into this new committee. Director Van Pelt indicated that the committees are different in purposes and should remain separate.

Director Jones motioned to approve Resolution 23-419A establishing a new Standing Committee called the Community Interface Committee. Its initial members were President Redfern and Director Van Pelt and amending the Board Policy Manual; Director Van Pelt seconded, and the motion passed unanimously.

Director Jones motioned to adopt the proposed Committee Assignments for 2023, with Director Padelford replacing President Redfern on the At-Large Elections Ad Hoc Committee. Director Redfern seconded, and the motion passed unanimously.

See the revised table below:

Minutes without signatures are considered Drafts.

### Revised Committee Assignments for Calendar Year 2023

Standing Committees	2023	Number of Committees On	
Finance/Budget	Beard/Padelford	President Redfern	3
Personnel	Jones/Redfern	VP Jones	2
Wastewater Treatment	Beard/Redfern		
Community Interface	Redfern/Van Pelt	Director Beard	2
<b>Ad Hoc Committees</b>		Director Van Pelt	2
At-Large Elections	Jones/Padelford	Director Padelford	2
Municipal Services Review (MSR)	Redfern/Van Pelt		

8. **INFORMATIONAL ITEMS:**

**A. Municipal Services Review (MSR) – LAFCO Comprehensive Transportation, Parking, Steet Sweeping & Beautification, Light, Transit and Airport Services & Sphere Review Survey.** Mr. Dreizler provided copies of the LAFCO survey, indicating that the MSR Committee members discussed the survey.

**B. GIS Mapping** – Mr. Dreizler demonstrated the layering abilities of GIS mapping. He appreciated Matt Van Der Linden and Craig Kapner's efforts in getting correct and helpful information on the maps.

**C.** Mr. Dreizler recognized Jeanne Goodwell's service to the District.

9. **CLOSED SESSION:** There was no closed session.

10. **ADJOURNMENT:** Director Beard motioned to adjourn the meeting at 8:03 pm; Director Padelford seconded the motion, and the motion passed unanimously.

APPROVED:

\_\_\_\_\_  
Frank Redfern, President, Board of Directors

ATTEST:

\_\_\_\_\_  
Loch Dreizler, General Manager



**Santa Ynez Community Services District  
Finance Committee Meeting  
Minutes of May 9, 2023**

**NOTE: This meeting was in-person.**

The meeting was called to order at 4:33 PM.

Director David Beard, Director Tina Padelford, General Manager Loch Dreizler, and Office Manager Alicia Marin.

- Mr. Dreizler presented a draft of the 2023/2024 budget for discussion.
  - The Committee recommended revisiting Budget items: Salaries, Employee Benefits, Insurance, Legal Services, and Consulting Fees.

APPROVED:

ATTEST:

\_\_\_\_\_  
David Beard, Committee Member

\_\_\_\_\_  
Loch Dreizler, General Manager

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**

**Claims 4/1/2023 to 4/30/2023**

<b>Payment Type</b>	<b>Check #</b>	<b>Vendor/Employee/Payee</b>	<b>Check Amount</b>	<b>Period</b>	<b>Date</b>
Claim	EC	109 SYRWCD	\$ 53.03	4/23	04/11/23
Claim	EC	109 SYRWCD	\$ 68.48	4/23	04/11/23
Claim	EC	142 SoCal Gas/The Gas Co	\$ 125.37	4/23	04/20/23
Claim	EC	37 Comcast 5776	\$ 236.52	4/23	04/21/23
Claim	EC	255 Comcast 5809	\$ 687.66	4/23	04/21/23
Claim	EC	149 Umpqua Bank	\$ 6,498.33	4/23	04/25/23
Claim	16720	18 Brenntag Pacific Inc.	\$ 3,197.75	4/23	04/18/23
Claim	16721	20 Buellton Medical Clinic	\$ 185.00	4/23	04/18/23
Claim	16722	21 Cal-Coast Irrigation Inc.	\$ 914.29	4/23	04/18/23
Claim	16723	114 Column SM Times	\$ 546.38	4/23	04/18/23
Claim	16724	40 County of SB Water Agency Div	\$ 113.40	4/23	04/18/23
Claim	16725	48 DIG SAFE/UNDERGROUND SERVICE ALER	\$ 158.75	4/23	04/18/23
Claim	16726	49 Ecology Water Systems Tech	\$ 3,102.00	4/23	04/18/23
Claim	16727	254 Eide Bailly	\$ 16,395.00	4/23	04/18/23
Claim	16728	252 Excel Personnel Services Lompoc	\$ 3,991.25	4/23	04/18/23
Claim	16729	200 Fabian Torres	\$ 2,736.34	4/23	04/18/23
Claim	16730	58 FGL Environmental	\$ 831.00	4/23	04/18/23
Claim	16731	75 Jessie's Spotless Cleaning	\$ 130.00	4/23	04/18/23
Claim	16732	260 Santa Maria Times	\$ 1,000.02	4/23	04/18/23
Claim	16733	68 Waste Management	\$ 63.29	4/23	04/18/23
Claim	16734	162 ZWorld GIS	\$ 2,482.00	4/23	04/18/23
Claim	16735	206 Aaron Carmona	\$ 498.94	4/23	04/26/23
Claim	16736	44 CRISTIAN TEJADA	\$ 1,535.46	4/23	04/26/23
Claim	16737	200 Fabian Torres	\$ 1,673.85	4/23	04/26/23
Claim	16738	81 Kevin McKennon	\$ 1,222.90	4/23	04/26/23
Claim	16739	12 Atkinson, Andelson, Loya, Ruud &	\$ 511.88	4/23	05/01/23
Claim	16740	18 Brenntag Pacific Inc.	\$ 3,490.01	4/23	05/01/23
Claim	16741	19 Buellflat Rock Company Inc.	\$ 127.18	4/23	05/01/23
Claim	16742	27 Cannon Associates	\$ 6,932.25	4/23	05/01/23
Claim	16743	31 City of Solvang	\$ 369,140.00	4/23	05/01/23
Claim	16744	35 Coastal Copy	\$ 83.30	4/23	05/01/23
Claim	16745	218 County of SB Resource Recovery	\$ 517.31	4/23	05/01/23
Claim	16746	43 CRAIG KAPNER	\$ 168.43	4/23	05/01/23
Claim	16747	254 Eide Bailly	\$ 9,763.75	4/23	05/01/23
Claim	16748	252 Excel Personnel Services Lompoc	\$ 3,138.76	4/23	05/01/23
Claim	16749	58 FGL Environmental	\$ 2,672.00	4/23	05/01/23
Claim	16750	62 Frontier Communications	\$ 42.06	4/23	05/01/23
Claim	16751	70 Howell, Moore & Gough, LLP	\$ 3,905.50	4/23	05/01/23
Claim	16752	281 Jeremy Chaja	\$ 141.56	4/23	05/01/23
Claim	16753	283 Keon Kidd	\$ 19.64	4/23	05/01/23
Claim	16754	280 Lozano Smith	\$ 4,725.00	4/23	05/01/23
Claim	16755	88 Mission Communications, LLC	\$ 1,258.80	4/23	05/01/23
Claim	16756	97 O'Conner Pest Control	\$ 85.00	4/23	05/01/23
Claim	16757	124 Smith & Loveless, Inc.	\$ 1,205.89	4/23	05/01/23
Claim	16758	138 SYV Computer Center	\$ 125.00	4/23	05/01/23
Claim	16759	156 Verizon Wireless	\$ 255.90	4/23	05/01/23

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**

**Claims 4/1/2023 to 4/30/2023**

<b>Payment Type</b>	<b>Check #</b>	<b>Vendor/Employee/Payee</b>	<b>Check Amount</b>	<b>Period</b>	<b>Date</b>
Claim	16760	160 Wells Fargo Vendor	\$ 134.69	4/23	05/01/23

**Number of Checks: 47**

**\$ 456,890.92**