

SANTA YNEZ COMMUNITY SERVICES DISTRICT



BUDGET 2020/2021

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SANTA YNEZ COMMUNITY SERVICES DISTRICT

The mission of the District is to respond to the needs of its citizens and represent them, as a group, at local and regional levels in solving local problems affecting the common good.

To fulfill that mission, the Board of Directors of the Santa Ynez Community Services District is committed to the following legislative policy:

- To respond to community needs within the District's sphere of influence (said sphere being subject to future revision and amendment pursuant to Government Code) to the full extent of the District's authority and the purposes for which it was formed;
- To support orderly growth and development which is essential to the social, fiscal and economic well-being of the community as an integral part of the Santa Ynez Valley and which responds sensitively to environmental concerns and available natural resources; and
- To set priorities for community services by weighing actual and future needs against all available financial resources and to manage public funds in a manner both fiscally sound and conservative.

The Board further finds that the common good is best served when all policies are based upon the most complete information that can be assembled, the counsel of reliable, independent experts is sought, and the District is administered fairly, objectively and without deference to special or self-interests.

SANTA YNEZ COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

(Five-member Board of Directors elected at-large)

Meetings 3rd Wednesday of the month, at 5:30 p.m.
District Office

President, Karen Jones

Vice-President, Frank Mueller

Board Member, Bob D'Ambra

Board Member, David Beard

Board Member, Frank Redfern

STAFF

Interim General Manager, John D'Ornellas

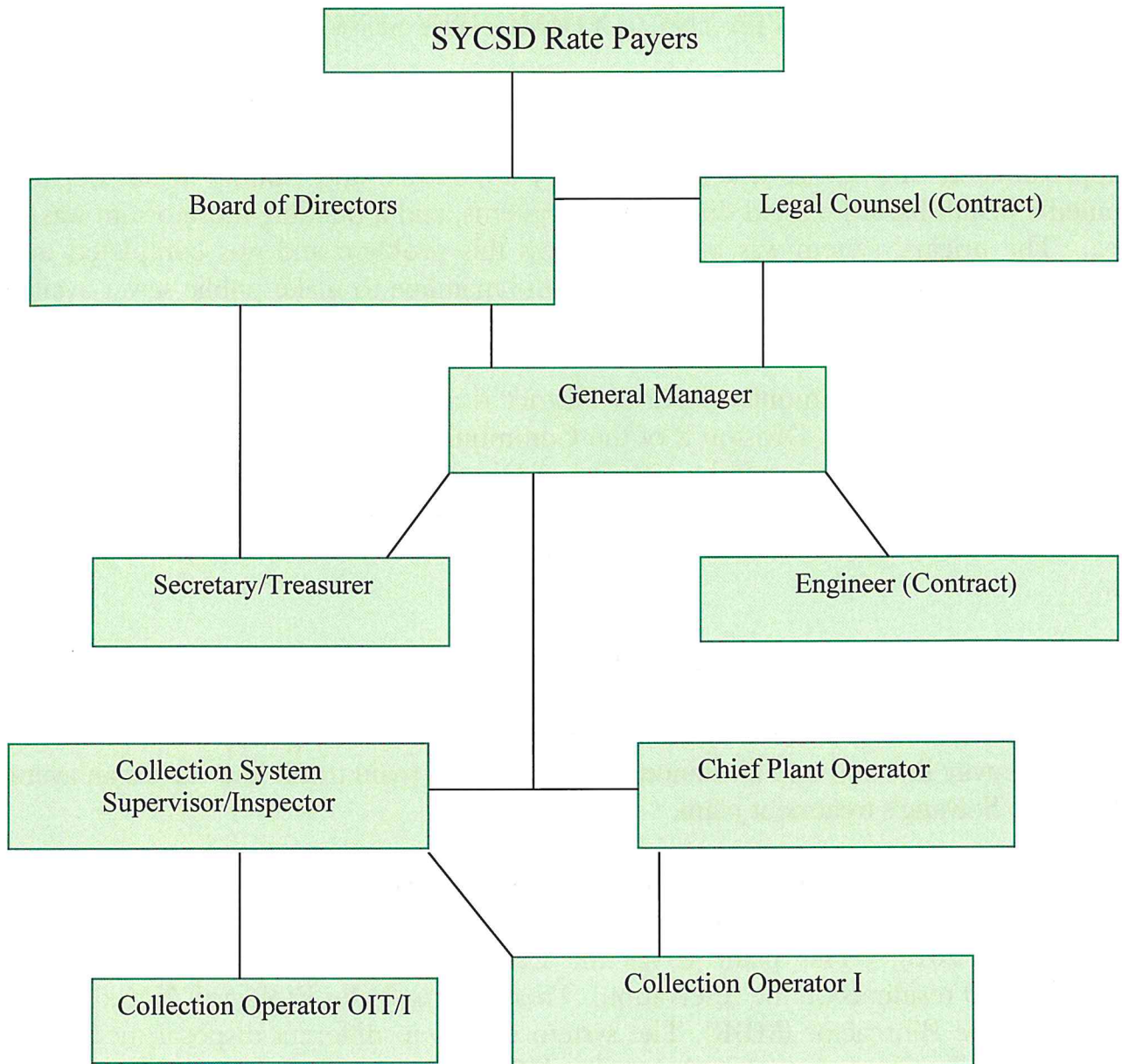
Secretary/Treasurer, Wendy Berry

Operation Supervisor/Inspector - Craig Kapner

Chief Plant Operator, Kevin McKennon

Collection Operator I, Fabian Torres

Collection Operator I, Cristian Tejada



WHAT IS THE SANTA YNEZ COMMUNITY SERVICES DISTRICT?

The Santa Ynez Community Services District was formed in 1971 by citizens in the area for the purpose of obtaining and providing community sewage disposal services in the Santa Ynez area (approximately one square mile). In January 1974 State and County health departments determined a health hazard existed due to septic systems, and a building moratorium was put on the area. The original system was built to address this problem and was completed in 1981. Subsequent to this there have been extensions to the mainline to make public sewer available to residents who have come to the District requesting service.

The Santa Ynez Community Services District is an independent special district created under section 61000, Title 6, Division 2 of the Community Services District Law of the State of California. The District is governed by a Board of Directors consisting of five elected members serving four-year terms. Board members must reside in the District. As a local government, we are accessible to our customers and as an enterprise district we charge only those who receive the service.

The SYCSD owns 0.30 MGD capacity in the City of Solvang 1.5 MGD wastewater treatment plant. The SYCSD collection system has 693 connections, 372 manholes, 7.4 miles of 8-inch VCP gravity line, 4,415 feet of force main, 4.25 miles of 12-inch VCP gravity line and 2.1 miles of 15 inch VCP gravity line and one lift station. The SYCSD's main trunk line carries an average of 140,000 gpd to Solvang's treatment plant.

The Chumash Tribe owns 0.088 MGD of the SYCSD's capacity. The Chumash Tribe has constructed a wastewater treatment plant with a capacity of 400,000 gallons per day (gpd), which was upgraded in 2015. This plant serves the Casino, Hotel, administration buildings, and approximately 350 residents on the reservation. Treatment includes Biological Nutrient Removal (BNR), Membrane Bioreactor (MBR). The system utilizes two different disposal methods which are NPDES into the Zanja Cota Creek and by Title 22 for reuse and irrigation purposes for unrestricted uses on Tribal and State of California lands. The SYCSD has been under contract with the Chumash since 1983 to maintain the Chumash collection system and wastewater treatment plant. The SYCSD Board of Directors believes it is in the best interest of the community to have a governmental agency manage the Chumash wastewater treatment plant. The Tribe's collection system has 1.8 miles of 8-inch VCP gravity sewer, 33 manholes, .9 miles of 4-inch sewer force main and two lift stations.

#	Description	Actual 16/17	Actual 17/18	Actual 18/19	Budget 19/20	Budget 20/21
REVENUE ENTERPRISE FUND						
31020	Buy-In Fee	\$ -	\$ 2,885	\$ 12,023	\$ -	\$ -
31025	Rents/Leases	\$ 390	\$ 685	\$ 640	\$ 500	\$ 500
31035	Administrative Fees	\$ -	\$ 665	\$ -	\$ -	\$ -
31037	WWTP Admin Fee	\$ 21,683	\$ 19,726	\$ 21,215	\$ 18,000	\$ 17,000
31038	WWTP Overhead Contribution	\$ 24,436	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
31039	Buelltton Admin Fee			\$ -	\$ 5,000	\$ -
31050	Capacity Fee	\$ 5,708	\$ 16,483	\$ 102,803	\$ -	\$ -
31080	Property Tax	\$ 168,650	\$ 168,122	\$ 172,473	\$ 175,000	\$ 180,000
31089	Plan Check Fee			\$ 525	\$ -	\$ -
31090	Inspection Fees	\$ 115	\$ 115	\$ 345	\$ -	\$ -
31100	Interest Income	\$ 7,735	\$ 21,833	\$ 51,162	\$ 30,000	\$ 35,000
31110	Loan Payment Extension			\$ 13,185	\$ -	\$ -
31120	WWTP Reimbursable	\$ 420,713	\$ 390,741	\$ 406,523	\$ 492,300	\$ 351,000
31122	Buelltton Reimbursable	\$ -	\$ -	\$ 5,292	\$ 55,104	\$ -
31125	Tribe Reimbursable	\$ 92,902	\$ 41,159	\$ 74,208	\$ 74,124	\$ 34,700
31126	Tribe Admin Fee	\$ 7,534	\$ 5,371	\$ 7,678	\$ 4,000	\$ 3,460
31127	Tribe Overhead Contribution	\$ 3,554	\$ 2,700	\$ 3,000	\$ 3,000	\$ 3,000
31140	New Construction Laterals	\$ -	\$ -	\$ 600	\$ -	\$ -
31190	Sewer Benefit Fees	\$ 37,887	\$ 38,245	\$ 38,092	\$ 37,000	\$ 38,000
31201	Installment Payment Plan		\$ 891	\$ 1,793	\$ 1,793	\$ 1,793
32075	Reimbursed Expenses	\$ 40,808	\$ 5,545	\$ 6,273	\$ 5,500	\$ -
32078	Grant Income	\$ 37,500	\$ 59,363	\$ -		
32085	Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -
32086	Golden Inn Reimbursable	\$ 4,756	\$ 1,385	\$ 3,263	\$ -	\$ -
41000	Sewer Service Fees	\$ 975,780	\$ 1,011,179	\$ 1,083,044	\$ 1,075,000	\$ 1,150,000
	Total Revenue	\$ 1,850,151	\$ 1,803,093	\$ 2,020,137	\$ 1,992,321	\$ 1,830,453
Account #	Description	Actual 16/17	Actual 17/18	Budget 18/19	Budget 19/20	Budget 20/21
EXPENSE ENTERPRISE FUND						
Administration						
51005	Bank Fees			804	\$ 1,500	\$ 1,700
51010	Salaries	\$ 70,467	\$ 62,112	\$ 84,596	\$ 100,000	\$ 110,000
51020	Employee Benefits	\$ 40,558	\$ 29,159	\$ 39,957	\$ 40,000	\$ 40,000
51027	Payroll Taxes	\$ 1,739	\$ 1,364	\$ 1,767	\$ 3,000	\$ 4,000
51040	Election Fees	\$ 1,083	\$ -	\$ 984	\$ 1,100	\$ 1,100
51070	Insurance	\$ 3,171	\$ 286	\$ 94	\$ 1,300	\$ 600
51080	Membership	\$ 3,170	\$ 3,859	\$ 5,012	\$ 5,500	\$ 6,000
51096	Bond Fee	\$ -	\$ 46	\$ -	\$ -	\$ -
51111	Computer Operations	\$ 14,659	\$ 3,561	\$ 3,765	\$ 7,000	\$ 5,000
51113	LAFCO	\$ 1,228	\$ 1,004	\$ 1,081	\$ 1,500	\$ 1,200
51114	Property Tax Fee County of SB	\$ 2,442	\$ 2,700	\$ 2,597	\$ 2,600	\$ 2,800
51120	Professional Services	\$ 20,387	\$ 3,495	\$ 1,371	\$ 25,000	\$ 25,000
51121	Legal Services	\$ 16,934	\$ 26,677	\$ 20,944	\$ 40,000	\$ 40,000
51123	Audit Contract	\$ 10,000	\$ 10,750	\$ 9,775	\$ 11,190	\$ 12,500
51125	Postage	\$ 532	\$ 279	\$ 351	\$ 700	\$ 1,200
51126	Office Supplies	\$ 2,632	\$ 908	\$ 1,183	\$ 1,500	\$ 1,000
51130	Printing & Publishing	\$ 1,280	\$ 693	\$ 154	\$ 4,000	\$ 7,000
51154	Office Machines	\$ 642	\$ 778	\$ 1,135	\$ 1,500	\$ 3,500
51160	Educations & Seminars	\$ 4,577	\$ 5,922	\$ 5,562	\$ 12,000	\$ 6,000
51170	Travel & Meetings	\$ 5,888	\$ 7,255	\$ 8,088	\$ 9,000	\$ 5,000
51193	Telephone	\$ 1,225	\$ 1,127	\$ 3,259	\$ 4,000	\$ 4,000
51198	Miscellaneous Refunds	\$ 7	\$ -	\$ -	\$ -	\$ -
	Total Administration Expense	\$ 202,614	\$ 161,975	\$ 191,675	\$ 272,390	\$ 277,600

Account #	Description	Actual 16/17	Actual 17/18	Budget 18/19	Budget 19/20	Budget 20/21
Building Expense						
52226	Supplies	\$ 731	\$ 697	\$ 418	\$ 1,200	\$ 1,200
52270	Insurance	\$ 1,304	\$ 1,434	\$ 1,726	\$ 2,000	\$ 2,000
52290	Utilities	\$ 4,631	\$ 3,477	\$ 4,535	\$ 5,000	\$ 5,000
52293	Maintenance	\$ 3,849	\$ 4,533	\$ 8,841	\$ 10,000	\$ 5,000
52294	Alarm System	\$ 1,002	\$ 912	\$ 1,355	\$ 1,500	\$ 1,500
	Total Building Expense	\$ 11,517	\$ 11,053	\$ 16,875	\$ 19,700	\$ 14,700
Operations						
55010	Salaries	\$ 238,231	\$ 197,402	\$ 208,509	\$ 275,000	\$ 250,000
55015	Uniforms	\$ 112	\$ 1,263	\$ 770	\$ 1,100	\$ 1,100
55016	Medical Exams	\$ -	\$ 280	\$ -	\$ -	\$ -
55020	Employee Benefits	\$ 85,103	\$ 89,163	\$ 86,194	\$ 95,000	\$ 115,000
55027	Payroll Taxes	\$ 4,839	\$ 4,515	\$ 4,134	\$ 6,000	\$ 6,000
55029	Dig Alert	\$ 275	\$ 273	\$ 488	\$ 550	\$ 550
55060	Gas/Oil/Fuel	\$ 2,305	\$ 1,735	\$ 2,874	\$ 4,000	\$ 4,000
55070	Insurance	\$ 16,589	\$ 15,212	\$ 11,499	\$ 15,000	\$ 20,000
55071	Legal Services	\$ 26,543	\$ 25,556	\$ 15,919	\$ 30,000	\$ 30,000
55080	Membership Dues	\$ 2,678	\$ 5,879	\$ 3,202	\$ 3,500	\$ 6,000
55100	Operating Supplies	\$ 4,428	\$ 2,394	\$ 2,288	\$ 7,000	\$ 7,000
55105	Small Tools & Equipment	\$ 1,921	\$ 1,627	\$ 4,119	\$ 7,000	\$ 6,000
55111	Computer Operations	\$ -	\$ 2,233	\$ 2,722	\$ 6,000	\$ 5,000
55125	Postage	\$ 106	\$ 16	\$ 111	\$ 300	\$ 500
55126	Office Supplies	\$ 1,339	\$ 919	\$ 508	\$ 1,500	\$ 1,500
55130	Printing & Publishing	\$ 2,450	\$ -	\$ 585	\$ -	\$ 1,000
55140	Permit Fees	\$ 2,509	\$ 430	\$ 3,229	\$ 4,000	\$ 3,000
55151	Collection R & M Operations	\$ 19,505	\$ 4,363	\$ 3,076	\$ 10,000	\$ 6,000
55152	Pump Station	\$ 2,202	\$ 2,785	\$ 3,307	\$ 5,000	\$ 5,000
55153	R & M Vehicles	\$ 134	\$ 1,724	\$ 3,663	\$ 4,500	\$ 6,000
55154	R & M Office Machines	\$ 1,835	\$ 1,982	\$ 1,969	\$ 3,000	\$ 3,000
55156	Lab Testing	\$ 2,950	\$ 4,100	\$ 4,520	\$ 6,000	\$ 5,000
55160	Education & Seminars	\$ 2,176	\$ 2,508	\$ 736	\$ 6,000	\$ 6,000
55170	Travel & Meetings	\$ 3,175	\$ 1,530	\$ 25	\$ 4,000	\$ 4,000
55190	Utilities	\$ 14,880	\$ 12,397	\$ 17,836	\$ 20,000	\$ 20,000
55195	Valley Gardens	\$ 337	\$ 232	\$ 208	\$ -	\$ -
55198	Janin Acres				\$ -	
55199	Golden Inn	\$ 4,572	\$ 1,476	\$ 3,547	\$ -	\$ -
55200	Wastewater Treatment Plant	\$ 216,000	\$ 216,000	\$ 208,000	\$ 240,000	\$ 240,000
55201	Solvang Projects		\$ 76,000	\$ 89,275	\$ -	
55202	West SY			\$ 8,877		
55306	GIS			\$ 15,000	\$ 31,000	\$ -
55312	Scada			\$ 13,402	\$ -	\$ -
59005	Horizon			\$ 13,402	\$ -	\$ -
	Total Operation Expense	\$ 657,194	\$ 673,994	\$ 733,994	\$ 785,450	\$ 751,650
	TOTAL ENTERPRISE FUND	\$ 871,325	\$ 847,022	\$ 942,544	\$ 1,077,540	\$ 1,043,950

Account #	Description	Actual 16/17	Actual 17/18	Budget 18/19	Budget 19/20	Budget 20/21
To Reserves						
31020	Annexation fee	\$ -	\$ 2,885	\$ 12,023	\$ -	\$ -
31050	Connection fee	\$ 5,708	\$ 16,483	\$ 102,803	\$ -	\$ -
	Street Light Reserves	\$ 2,797	\$ 2,903	\$ 2,851	\$ 2,605	\$ 2,605
	Revenue over Expense	\$ 459,503	\$ 504,803	\$ 453,143	\$ 293,253	\$ 400,803
	To Capital Reserve	\$ 468,008	\$ 527,074	\$ 570,820	\$ 295,858	\$ 403,408
Capital Projects						
	Transfer In from Reserves		\$ 708,000	\$ 878,000	\$ 1,409,000	\$1,000,000
	Westside SewerLine Extension	\$ 72,309	\$ 29,188	\$ -		\$ -
	Resue Construction In Progress	\$ 37,738	\$ 2,405			\$ -
	Solvang Capital				\$ 500,000	
	Solvang WWTP Design Consultant			\$ 190,000	\$ -	\$ 300,000
	WWTP Aeration					\$ 480,000
	Replace 2004 Chewy Truck		\$ 40,000	\$ 40,000	\$ 45,000	\$ 45,000
	Camera Van				\$ 100,000	
	Sewer Main Repair	\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
	Generator				\$ 60,000	
	Horizon Line		\$ 563,000	\$ 563,000	\$ 563,000	\$ 685,000
	Rate Study		\$ -	\$ -	\$ 20,000	\$ 20,000
	Office Upgrade					\$ 30,000
	Accounting Software				\$ 36,000	\$ 40,000
	Total	\$ 110,047	\$ 719,593	\$ 878,000	\$ 1,409,000	\$1,000,000
Account #	Description	Budget 16/17	Actual 17/18	Budget 18/19	Budget 19/20	Budget 20/21
City of Buellton						
54010	Salaries			\$ 3,687	\$ 35,000	\$ -
54025	Benefits			\$ 1,535	\$ 14,000	\$ -
54027	Payroll Taxes				\$ 835	\$ -
54151	Repair & Maintenance			\$ 70	\$ 5,269	\$ -
	Total City of Buellton			\$ 5,292	\$ 55,104	\$ -

Account #	Description	Budget 16/17	Actual 17/18	Budget 18/19	Budget 19/20	Budget 20/21
EXPENSE TRIBE						
Tribe Collection System						
57110	Salaries	\$ 40,685	\$ 25,204	\$ 33,721	\$ 36,000	\$ 18,000
57120	Benefits	\$ 14,996	\$ 9,427	\$ 12,653	\$ 11,624	\$ 7,700
57127	Payroll Taxes	\$ 765	\$ 479	\$ 580	\$ 1,500	\$ 500
57151	Repair & Maintenance	\$ 24,967	\$ -	\$ 17,716	\$ 15,000	\$ 2,000
57170	Insurance	\$ 5,723	\$ 2,403	\$ 4,647	\$ 5,000	\$ 2,500
57190	Utilities	\$ 5,766	\$ 3,646	\$ 4,891	\$ 5,000	\$ 4,000
	Administration Fee			\$ 7,678	\$ 4,000	\$ 3,460
	Total Tribe Collection	\$ 92,902	\$ 41,159	\$ 81,886	\$ 78,124	\$ 38,160
Tribe Wastewater Plant						
57210	Salaries	\$ 228,672	\$ 201,977	\$ 211,317	\$ 250,000	\$ 155,000
57215	Uniforms	\$ -	\$ 463	\$ -	\$ -	\$ 500
57220	Benefits	\$ 75,757	\$ 80,155	\$ 82,167	\$ 100,000	\$ 71,000
57227	Payroll Taxes	\$ 4,761	\$ 4,515	\$ 4,344	\$ 7,000	\$ 5,000
57251	Repairs & Maintenance	\$ 32,124	\$ 45,858	\$ 14,379	\$ 20,000	\$ 10,000
57252	Education/Seminars	\$ 4,832	\$ 2,145	\$ -	\$ 3,000	\$ 1,000
57253	Travel & Meetings	\$ 821	\$ 475	\$ -	\$ 2,000	\$ 1,000
57256	Lab Testing	\$ 30,814	\$ 17,596	\$ 27,288	\$ 35,000	\$ 25,000
57270	Insurance	\$ 17,515	\$ 10,677	\$ 12,044	\$ 14,000	\$ 14,000
57272	Engineering		\$ -			
57275	Membership Dues	\$ 1,380	\$ 1,587	\$ 150	\$ 500	\$ 2,700
57280	Operating Supplies	\$ 23,320	\$ 24,754	\$ 54,240	\$ 60,000	\$ 65,000
57291	Office supplies					
57293	Telephone	\$ 717	\$ 539	\$ 594	\$ 800	\$ 800
	Administration Fee			\$ 21,215	\$ 18,000	\$ 17,000
	Total WWTP	\$ 420,713	\$ 390,741	\$ 427,738	\$ 510,300	\$ 368,000
	TOTAL Tribe & WWTP	\$ 513,615	\$ 431,900	\$ 509,624	\$ 588,424	\$ 406,160
Account #	Description	Budget 16/17	Actual 17/18	Budget 18/19	Budget 19/20	Budget 20/21
STREET LIGHT FUND						
31080	Property Taxes	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
53100	Street Lights	\$ 1,203	\$ 1,097	\$ 1,149	\$ 1,395	\$ 1,395
	Street Light Reserve	\$ 2,797	\$ 2,903	\$ 2,851	\$ 2,605	\$ 2,605
		\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000

Revenue			
31020	Buy In		\$ -
	New Properties annexed into District		
31025	Rents/Leases		\$ 500
	Board Room Rental		
31035	Administrative Fee -		\$ -
	Buy In		
31037	WWTP Admin Fee		\$ 17,000
	5% fee per contract		
31038	WWTP Overhead Contribution		\$ 16,000
31050	Capacity Fees -		\$ -
	If any, will move to reserves per policy		
31080	Property Tax -		\$ 180,000
	Ad-valorem tax assessed on all properties annexed to the District		
31090	Inspection Fees -		\$ -
	\$115 per inspection		
31100	Interest Income -		\$ 35,000
	Interest on investments		
31120	WWTP Reimbursable		\$ 351,000
	Reimbursement for expenses on WWTP		
31125	Tribe reimbursable		\$ 34,700
	Reimbursement for expenses for the Tribe		
31126	Tribe Admin Fee		\$ 3,460
	10% fee per contract		
31127	Tribe Overhead Contribution		\$ 3,000
31140	New Construction Lateral		\$ -
	\$350 per for saddle and labor		
31190	Sewer Benefit Fees -		\$ 38,000
	Includes all properties annexed to the District that have public sewers available. Collected on property tax roll. Fee is \$49.28		
31201	Intallment Payment Plan		\$ 1,793
	One Property		
32075	Reimbursed Expenses		\$ -
	CSDA, refunds		
41000	Sewer Service Fees -		\$ 1,150,000
		11	
Total			\$ 1,830,453

Expense Administration			
51005	Bank Fees		\$ 1,700.00
51010	Salaries - General Manager 22%,		\$ 110,000.00
51020	Employee Benefits - 401a, 457 Plan and Section 125 Plan		\$ 40,000.00
51027	Payroll Taxes - Directors, General Manger and Secretary/Treasurer		\$ 4,000.00
51040	Election Fees November election fees		\$ 1,100.00
51070	Insurance - Estimated cost for general liability, property and worker's comp		\$ 600.00
51080	Membership Memberships to various agencies		\$ 6,000.00
51111	Computer Operations - Tech repair, Quickbooks updates, new computer, new website		\$ 5,000.00
51113	LAFCO - Estimated annual fee per LAFCO budget		\$ 1,200.00
51114	Property Tax Fee SB County Property Tax Fee for tax roll		\$ 2,800.00
51120	Professional Services Easements, Engineers, Rate Study, & Other Studies		\$ 25,000.00
51121	Legal Services - Estimated legal fees		\$ 40,000.00
51123	Audit Contract - Annual financial audit and State Controller Report		\$ 12,500.00

51125	Postage - Estimated postage		\$ 1,200.00
51126	Office Supplies - Office supplies, paper		\$ 1,000.00
51130	Printing & Publishing - Public notices, advertisements		\$ 7,000.00
51154	Office Machines - Copy machine lease and maintenance		\$ 3,500.00
51160	Education & Seminars - For Directors and employees.		\$ 6,000.00
51170	Travel & Meetings - Directors and employees		\$ 5,000.00
51193	Telephone - Office Telephones, fiber optic, internet		\$ 4,000.00
Total			\$ 277,600.00
Expense Building			
52226	Supplies - Cleaning supplies		\$ 1,200.00
52270	Insurance - Property / General Liability		\$ 2,000.00
52290	Utilities - PG&E / Gas / Water / HSS		\$ 5,000.00
52293	Maintenance - Miscellaneous maintenance, Brd Room windows, reseal parking		\$ 5,000.00
52294	Alarm System - Fire & Security Services and Monitoring		\$ 1,500.00
Total			\$ 14,700.00

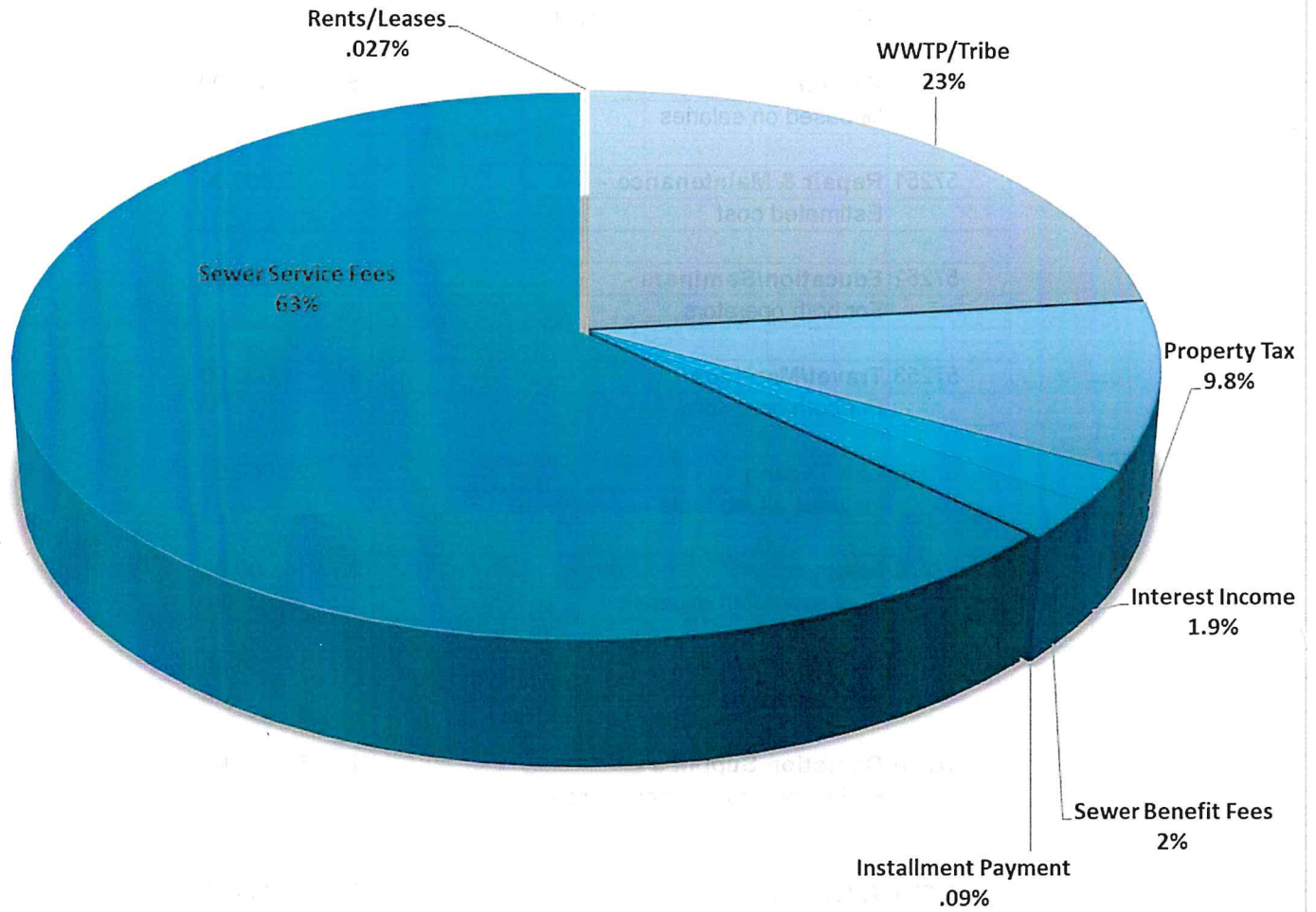
Expense Operations			
55010	Salaries -		
	GM, Secretary/Treasurer	\$	250,000.00
	Op Supervisor Op I, Op I are		
	% based on time worked		
55015	Uniforms -	\$	1,100.00
	\$400 per employee for pants, shirts, steeltoe boots		
55016	Medical Exams -	\$	-
55020	Employee Benefits -	\$	115,000.00
	401a, 457 Plan and Section 125 Plan		
55027	Payroll Taxes -	\$	6,000.00
	For positions listed in salaries		
55029	Dig Alert -	\$	550.00
	Estimated expense		
55060	Gas/Oil/Fuel -	\$	4,000.00
	Trucks, jetter, generators		
55070	Insurance -	\$	20,000.00
	Estimated cost for general liability, property, workers' comp		
55071	Legal Services -	\$	30,000.00
	Estimated expense		
55080	Membership Dues -	\$	6,000.00
	CSDA, CASA, CWEA, SB-CSDA, CA Rural Water		
55100	Operating Supplies -	\$	7,000.00
	Supplies needed for the collection system		
55105	Small Tools & Equipment -	\$	6,000.00
	Miscellaneous small tools		
55111	Computer Operations -	\$	5,000.00
	Software Updates, computers, Board Room		
55125	Postage -	\$	500.00
	Estimated expense		

55126	Office Supplies - Estimated annual expense	\$ 1,500.00
55130	Printing & Publishing - Business cards, Public Relations	\$ 1,000.00
55140	Permit Fees - SWRCB for collection system & SB County Air Pollution for ger	\$ 3,000.00
55151	Repair & Maintenance -	\$ 6,000.00
55152	Pump Station Ongoing maintenance	\$ 5,000.00
55153	Repair & Maintenance - Vehicle General repair and tires for the 2004, 2007 pick-ups, jetter, pum	\$ 6,000.00
55154	Repair & Maintenance Office Machines- Copy machine lease and maintenance	\$ 3,000.00
55156	Lab Testing Manhole 33, 62	\$ 5,000.00
55160	Education & Seminars - Classes for the operations staff	\$ 6,000.00
55170	Travel & Meetings - For operations staff	\$ 4,000.00
55190	Utilities - Highway 246 Pump Station, fiber optic	\$ 20,000.00
55200	Solvang WWTP - Estimated cost of percentage for operation & maintenance of Sc	\$ 240,000.00
55201	Solvang Projects Solvang Capital Projects	\$ -
55312	SCADA Mission, GIS, Smart Cover, 3 add'l smart covers	\$ -
Total		\$ 751,650.00

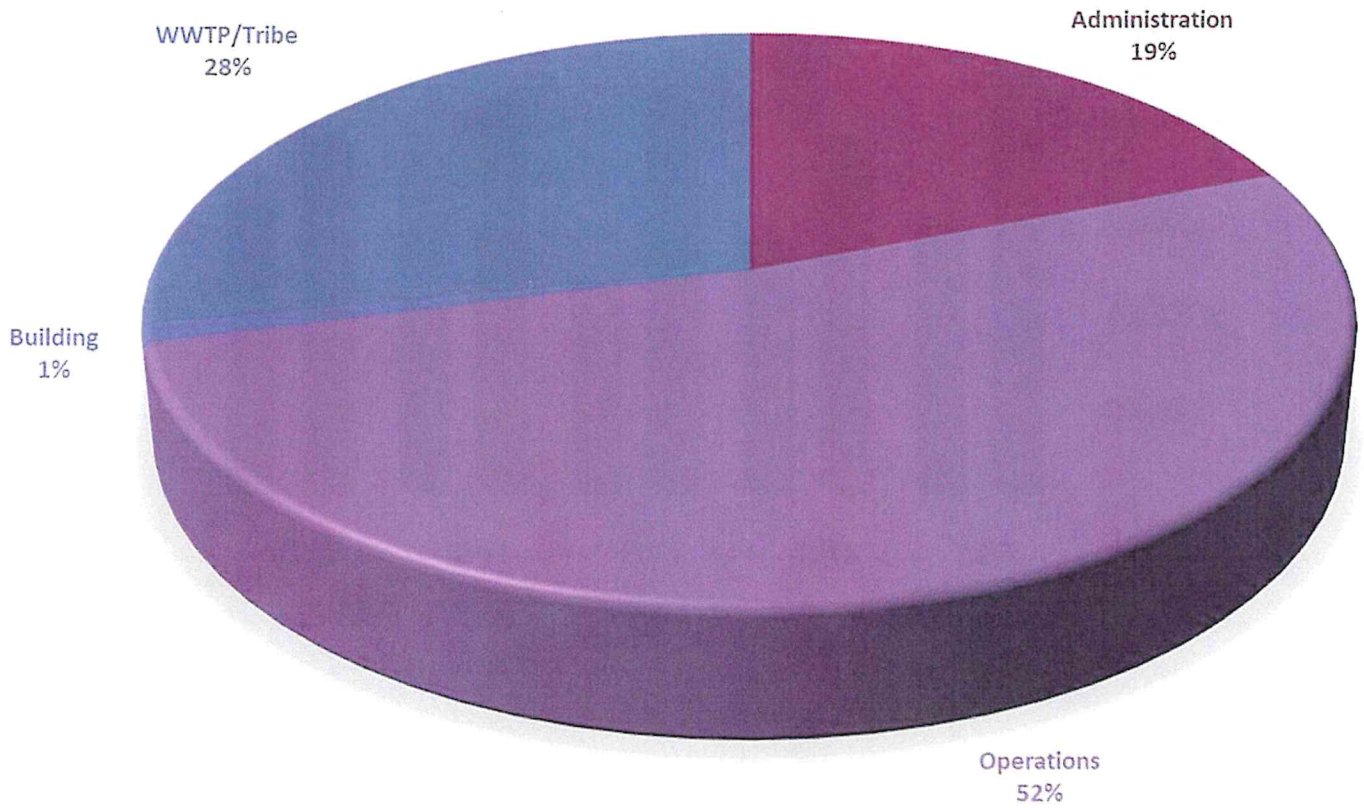
From Reserves			
	Sewer Main Repairs	\$	85,000.00
	Replace 2004 Chevy Truck	\$	45,000.00
	Solvang Capital - Aeration System	\$	480,000.00
	Horizon Line		
	Rate Study	\$	20,000.00
	Accounting Software	\$	40,000.00
	Solvang WWTP Design Consultant	\$	300,000.00
	Office Upgrade	\$	30,000.00
	Total	\$	1,000,000.00
Street Lights			
31080	Property Tax -	\$	4,000.00
	Estimated taxes for street lights		
53100	Street Lights -	\$	1,395.00
	Estimated expense for street light power		
	Street Light Reserve -	\$	2,605.00
	Reserve to fund future development		
Expense - Tribe			
Collection System			
57110	Salaries -	\$	18,000.00
	GM, Op Supervisor, Op I, Coll. Op I		
	% based on time worked		
57120	Benefits -	\$	7,700.00
	401a, 457 Plan, Section 125 Plan		
	% based on salary		
57127	Payroll Taxes -	\$	500.00
	% of taxes based on salary		
57151	Repair & Maintenance -	\$	2,000.00
	Estimated cost		
57170	Insurance -	\$	2,500.00
	% of estimated cost		
57190	Utilities -	\$	4,000.00
	Electric, telephone, water for pump station		
	Overhead Contribution -		
	This is calculated at year end.		
	Administrative Fee -	\$	3,460.00
	10% of maintenance & operations of the Tribe's collection system		
Total		\$	38,160.00

WWTP		
57210	Salaries - 10% GM/100% Chief Plant Operator/ 5% Op	\$ 155,000.00
57215	Uniforms - Pants, shirts, steeltoe boots	\$ 500.00
57220	Benefits - SEP-IRA, 457 Plan, Section 125	\$ 71,000.00
57227	Payroll Taxes - % based on salaries	\$ 5,000.00
57251	Repair & Maintenance - Estimated cost	\$ 10,000.00
57252	Education/Seminars - For both operators	\$ 1,000.00
57253	Travel/Meetings - For both operators	\$ 1,000.00
57256	Lab Testing - Includes all lab tests	\$ 25,000.00
57270	Insurance - % of estimated expense	\$ 14,000.00
57275	Membership Dues - Annual certification	\$ 2,700.00
57280	Operation Supplies - Estimated cost for plant supplies	\$ 65,000.00
57293	Telephone - Cell phone and radio for operator	\$ 800.00
	Overhead Contribution - This is calculated at year end.	
	Administrative Fee - 5% of maintenance & operation of the Tribe's WWTP	\$ 17,000.00
Total		\$ 368,000.00

Revenue - Where operating dollars come from - FY 20/21



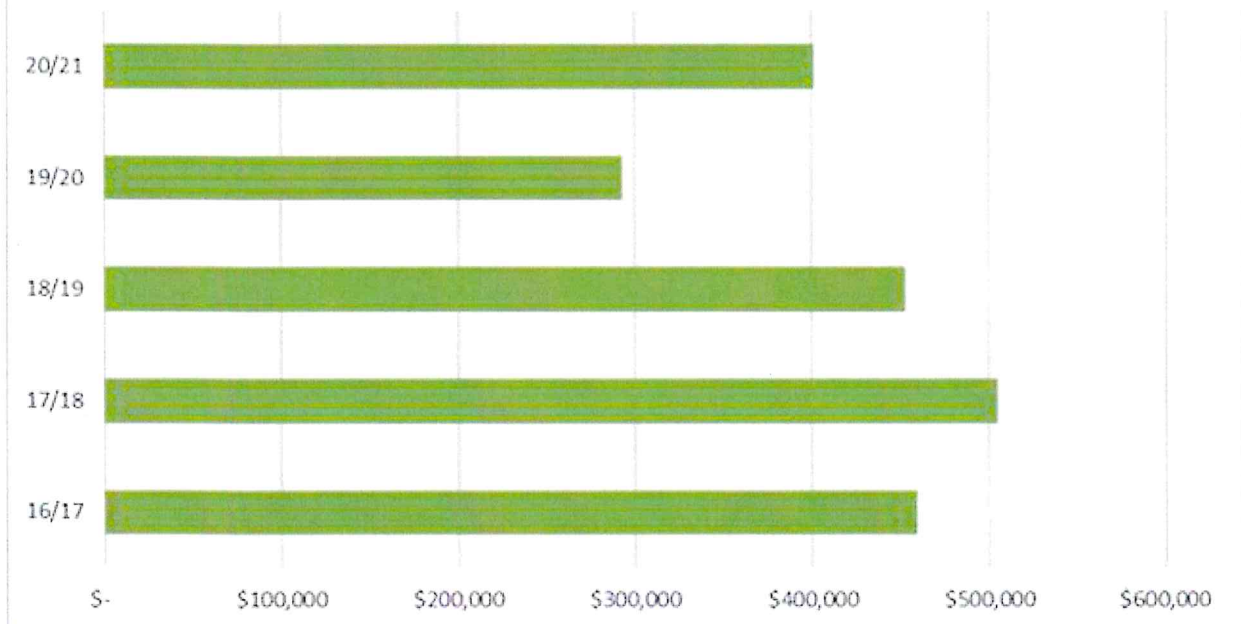
EXPENSE FY 20/21



5-Year Revenue/Expense



5-Year Reserve Contribution



Miscellaneous Fees

Plan Check Fee	\$175.00 minimum based on project type and size
Buy-In Fee/Annex Admin Fee	\$375.00
Buy-In Fee/Annex Fee	\$1,644.78
First Inspection Fee	\$115.00 minimum
Each Additional Inspection Fee	\$75.00 minimum
Project 1 & 2 Fees	\$13, 185.00
Notice of Exemption fee	\$50.00
New Construction Lateral Fee	4" - \$365.00 / 6" - \$465.00
Copy fee 8x 11	\$.25
8 x 14	\$.35
11 x17	\$.45
Color Copy	\$.50

2020-2021

Monthly Sewer Service Charges

User	Flow/ Unit	Unit of	Strength	ERU	Current
Classification	(gpd)	Measure	Factor	Multiple	FY 2020-21
Residential Fixed Charges [1]					
Single Family	215		1.00	1.00	\$76.67
Multi-family	215		1.00	1.00	\$76.67
Second Unit/Studios	160		1.00	0.74	\$57.06
Mobile Home/Trailers					
Manager Residence	215		1.00	1.00	\$76.67
Trailer Space	215	space	1.00	1.00	\$76.67
Mobile Home Park Laundry	140		1.00	0.65	\$49.92
Retirement Facility					
Manager Residence	215		1.00	1.00	\$76.67
Rooms w/o Kitchens	100	room	1.00	0.47	\$35.67
Rooms w/ Kitchens	150	room	1.00	0.70	\$53.49
Non-Residential Fixed Charges					
Motel/Hotel					
Manager Residence	215		1.00	1.00	\$76.67
Rooms w/o Kitchens	100	room	1.00	0.47	\$35.67
Rooms w/ Kitchens	150	room	1.00	0.70	\$53.49
Laundrettes, per machine	160	machine	1.00	0.74	\$57.06
Beauty & Barber Shops	215		1.00	1.00	\$76.67
Each Sink Over 2	100	sink	1.00	0.47	\$35.67
Gas Station w/Restroom	325		1.00	1.51	\$115.91
Cocktail Lounge	430		1.00	2.00	\$153.35
Additional Seating	8	seat	1.00	0.04	\$2.85
Market, Major	750		1.76	6.14	\$470.74
Convenience Market	215		1.00	1.00	\$76.67
Convenience Market w/Deli	270		1.76	2.21	\$169.47
Deli	260		1.00	1.21	\$92.72
Office & Retail	215		1.00	1.00	\$76.67
Units w/o Toilets	100		1.00	0.47	\$35.67
Restaurant Full Service	600		1.76	4.91	\$376.59
Additional Seating - Food	12	seat	1.76	0.10	\$7.54
Additional Seating - Bar/Banquet	8	seat	1.00	0.04	\$2.85
Coffee Specialty Retail	270		1.00	1.26	\$96.29
Restaurant - Fast Food	240		1.76	1.96	\$150.64
YMCA [2]					-
Institutional					
Church	215		1.00	1.00	\$76.67

Pre/Elementary School, Per Student	7	student	1.00	0.03	\$2.30
High School, per Student	9	student	1.00	0.04	\$3.21
Museum	215		1.00	1.00	\$76.67
Post Office	215		1.00	1.00	\$76.67
Public Park	500		1.00	2.33	\$178.31

Additional Sewer Service Charges

Senior Living

Manager Residence	215		1.00	1.00	\$76.67
per Bed	125	bed	1.00	0.58	\$44.58
Food Service	600		1.76	4.91	\$376.59
Additional Seating (per seat)	12	seat	1.76	0.10	\$7.54

Recovery Ranch

Manager Residence	215		1.00	1.00	\$76.67
per Bed	70	bed	1.00	0.33	\$24.96
Food Service	600		1.76	4.91	\$376.59
Additional Seating (per seat)	12	seat	1.76	0.10	\$7.54

Medical, Dental, Veterinarian

Clinic or Building (per 1,000 sf)	300	1,000 sf	1.15	1.60	\$123.03
Billiard/Café (per 1,000 sf)	150	1,000 sf	1.15	0.80	\$61.51
Food Service	600		1.76	4.91	\$376.59
Additional Seating (per seat)	12	seat	1.76	0.10	\$7.54
Cocktail Lounge with Food	430		1.76	3.52	\$269.88
Additional Seating	8	seat	1.76	0.07	\$5.02
Car Wash	1,350	1.15	1.15	7.22	\$553.63
Winery and Wine Tasting	270		1.00	1.26	\$96.29
Wine Tasting with Food	430		1.76	3.52	\$269.88
Additional Seating	8		1.76	0.07	\$5.02

[1] All sewer service charges are effective July 1.

[2] The YMCA has a payment agreement based on annual flow.

Schedule of Capacity Charges 2020/2021

Line No.	Development Type	Use Description	Flow (gpd)	Strength Factor	ERU Ratio	Capacity Charge
Residential						
1	Single Family	Dwelling	215	1.00	1.00	\$6,336.98
2	Multi-family	Dwelling, Apartment, Condominiums	215	1.00	1.00	\$6,336.98
3	Exterior Accessory Dwelling Unit	As described in Government Code Section 65852.2 (f)(2)(b)	N/A	N/A	0.74	[2]
4	Interior Accessory Dwelling Unit	As described in Government Code Section 65852.2 (e)	N/A	N/A	N/A	\$0.00
5	Mobile Home/Trailers					
	Manager Residence	Dwelling	215	1.00	1.00	\$6,336.98
7	Trailer Space	Residence or Park	215	1.00	1.00	\$6,336.98
8	Mobile Home Park Laundry	Laundry	140	1.00	0.65	\$4,126.29
Retirement Facility						
9	Manager Residence	Dwelling	215	1.00	1.00	\$6,336.98
10	Rooms w/o Kitchens	Dwelling	100	1.00	0.47	\$2,947.92
11	Rooms w/ Kitchens	Dwelling	150	1.00	0.70	\$4,421.38
Non-Residential						
Motel/Hotel						
12	Manager Residence	Dwelling	215	1.00	1.00	\$6,336.98
13	Rooms w/o Kitchens	Guest House	100	1.00	0.47	\$2,947.92
14	Rooms w/ Kitchens	Guest House	150	1.00	0.70	\$4,421.38
15	Laundrettes, per machine	Each washing machine	160	1.00	0.74	\$4,716.47
16	Beauty & Barber Shops	Business	215	1.00	1.00	\$6,336.98
17	Each Sink Over 2	Station Chair	100	1.00	0.47	\$2,947.92
18	Gas Station w/Restroom	Business	325	1.00	1.51	\$9,579.99
19	Cocktail Lounge/Wine Tasting	Up to 50 seats	430	1.00	2.00	\$12,674.96
20	Additional Seating	Per seat	8	1.00	0.04	\$235.48
21	Market, Major	W/meat & produce dept. (first 20 DFUs)	750	1.76	6.14	\$38,908.17
22	Convenience Market	No food preparation, dry goods only	215	1.00	1.00	\$6,336.98
23	Convenience Market w/Deli	Food preparation with sinks (first 20 DFUs)	270	1.76	2.21	\$14,007.34
24	Deli	Food preparation with sinks (first 20 DFUs)	260	1.00	1.21	\$7,663.40
25	Office & Retail	Professional & Commercial Retail	215	1.00	1.00	\$6,336.98
26	Units w/o Toilets	Each unit w/central toilet facility	100	1.00	0.47	\$2,947.92
27	Restaurant Full Service	Up to 21 seats	600	1.76	4.91	\$31,126.53
28	Additional Seating - Food	Per seat	12	1.76	0.10	\$622.97
29	Additional Seating - Bar/Banquet	Per seat	8	1.00	0.04	\$235.48
30	Coffee Specialty Retail	Up to 21 seats (incl 50% outdoors)	270	1.00	1.26	\$7,958.49
31	Restaurant - Fast Food	No seating (first 20 DFUs)	240	1.76	1.96	\$12,450.41
Institutional						
32	Church	Base rate	215	1.00	1.00	\$6,336.98
33	Pre/Elementary School, Per Student	Per student & staff	7	1.00	0.03	\$206.32
34	High School, per Student	Per student & staff w/kitchens and showers	9	1.00	0.04	\$265.28
35	Museum	Tax exempt	215	1.00	1.00	\$6,336.98
36	Post Office	Tax exempt	215	1.00	1.00	\$6,336.98
37	Public Park	Per toilet room	500	1.00	2.33	\$14,737.61
Additional Sewer Service Charges						
Senior Living						
40	Manager Residence	Dwelling	215	1.00	1.00	\$6,336.98
40	Per Bed	Per Bed	125	1.00	0.58	\$3,675.45
	Food Service	up to 21 seats	600	1.76	4.91	\$31,114.59
	Additional Seating (per Seat)	Per Seat	12	1.76	0.10	\$633.70
Recovery Ranch						
42	Manager Residence	Dwelling	215	1.00	1.00	\$6,336.98
43	per Bed	Per Bed	70	1.00	0.33	\$2,063.20
44	Food Service	Up to 21 seats	600	1.76	4.91	\$31,126.53
45	Additional Seating (per seat)	Per seat	12	1.76	0.10	\$622.97
Medical, Dental, Veterinarian						
47	Clinic or Building (per 1,000 sf)	Professional & Commercial, per 1,000 sf	300	1.15	1.60	\$10,168.65
48	Billiard/Café (per 1,000 sf)	per 1,000 sf	150	1.15	0.80	\$5,084.32
49	Food Service	Up to 21 seats	600	1.76	4.91	\$31,126.53
50	Additional Seating (per seat)	Per seat	12	1.76	0.10	\$622.97
51	Car Wash	Business	1,350	1.15	7.22	\$45,758.92
52	Cocktail Lounge with Food	Food preparation with sinks (first 20 DFUs)	430	1.76	3.52	\$22,306.18
53	Additional Seating	Per seat	8	1.76	0.07	\$415.00
54	Winery and Wine Tasting	No food preparation, dry goods only	270	1.00	1.26	\$7,958.07
55	Wine Tasting with Food	Food preparation with sinks (first 20 DFUs)	430	1.76	3.52	\$22,306.18
56	Additional Seating	Per seat	8	1.76	0.07	\$415.00

Definitions:

DFUs: The number of drainage fixture units for each type of appliance, appurtenance or fixture, as set forth in the then current California Plumbing Code.

Base Charge: The then current capacity fee for a single family residence.

Strength Factor: The Strength Factor of wastewater, as defined under Section 820(C) and as determined under Section 821 of the District's Sewer Service Code.

Unclassified User: Any user group or classification not shown above.

[1] For any Unclassified User, the Capacity Charge for the first 20 DFUs shall be calculated as follows.

Capacity Fee = Base Charge x Strength Factor

An Additional Fixture Charge shall be applicable to any Unclassified User which has more than 20 DFUs, calculated as follows.

Additional Fixture Charge = (number of DFUs in excess of 20 divided by 20) x Base Charge x Strength Factor

[2] For any Exterior Accessory Dwelling Unit, the Capacity Charge for the first 15 DFUs shall be calculated as follows.

Capacity Fee = Base Charge x .74

An Additional Fixture Charge shall be applicable to any Exterior Accessory Dwelling Unit which has more than 15 DFUs, calculated as follows.

Additional Fixture Charge = (number of DFUs in excess of 15 divided by 20) x Base Charge

*The capacity fees set forth in the table above will be adjusted effective as of the first day of July of each year, commencing July 1, 2018, by an amount equal to the percentage change in the Engineering News Record Construction Cost Index National Average published for the immediately preceding April as compared to such index for April of the previous year.

Annexation Fee Calculation				
FY 2020/2021				
	Fiscal Year	Revenue	Debt Service	District Boundary
1,972.00				
1,973.00	1972-73	\$8,765.00		550 acres 2/13/06
1,974.00	1973-74	11,209.17		
1,975.00	1974-75	24,521.53	12,429.00	
1,976.00	1975-76	25,682.71	2,012.83	
1,977.00	1976-77	25,612.00	771.00	
1,978.00	1977-78	39,446.70	873.00	
1,979.00	1978-79		7,500.00	
1,980.00	1979-80		28,000.00	
1,981.00	1980-81		30,800.00	
1,982.00	1981-82		30,500.00	
1,983.00	1982-83		30,200.00	
1,984.00	1983-84		29,900.00	
1,985.00	1984-85		29,600.00	
1,986.00	1985-86		29,300.00	
1,987.00	1986-87		154,525.00	
1,988.00	1987-88		21,150.00	
1,989.00	1988-89		20,900.00	
1,990.00	1989-90		20,650.00	
1,991.00	1990-91		20,400.00	
1,992.00	1991-92		21,150.00	
1993	1992-93		20,850.00	
1994	1993-94		20,550.00	
1995	1994-95		20,250.00	
1996	1995-96		20,950.00	
1997	1996-97		20,600.00	
1998	1997-98		20,250.00	
1999	1998-99		20,900.00	
2000	1999-00		20,500.00	
2001	2000-01		21,100.00	
2002	2001-02		20,650.00	
2003	2002-03		21,200.00	
2004	2003-04		20,700.00	
2005	2004-05		20,200.00	
2006	2005-06		20,700.00	
2007	2006-07		21,150.00	
2008	2007-08		20,550.00	
2009	2008-09		20,950.00	
2010	2009-10		20,300.00	
2011	2010-11		20,650.00	
2012	2011-12		20,950.00	
2013	2012-13		20,200.00	
2014	2013-14		20,450.00	
2015	2014-15		20,650.00	
2016	2015-16		20,800.00	
2017	2016-17		20,900.00	
2018	2017-18		19,950.00	
				562 + 434.82 Acres
		\$135,237.11	\$1,027,560.83	1.00

**Table 14
Annexation Fee Calculation**

Description	Cost	Acreage	Annexation Fee
Revenue	\$135,237.11		
Debt Service	1,027,560.83		
HWY 246 Lift Station	478,694.99		
Total	\$1,641,492.93	998	\$1,644.78

SYCSD Debt @ June 30, 2020

The District is currently debt free

USDA General Obligation Bonds: Bonds issued in 1978 Series A for \$150,000 and Series B for \$350,000. On August 4, 1987, the District paid off the balance of the Series A Bonds totaling \$138,000. Interest rate on the bonds is 5% per annum and is payable on August 1 and February 1 each year. **The bonds were paid off as of June 30, 2014. The District received the revenue through 2017/18.**

SWRCB State Revolving Fund Loan: In December 1998 the District entered into a loan in the amount of \$410,106 for the Westside Sewer Extension. The loan is being repaid at \$26,573 per year and the interest rate on the loan is 2.60% for twenty years. **This debt was paid off in February 2014.**

Citizens Business Bank Installment Sale Agreement: On October 11, 2006 the District entered into an installment sale agreement in the amount of \$1,000,000. for the construction of a District office building. Interest rate on the loan is 5.20% per annum for twenty years and is payable on April 11th and October 11th each year. This debt was refinanced as of October 11, 2011 at 4.55%. **The loan was paid off June 20, 2014.**

Debt Payoff:

Go Bond interest savings	\$7,899.02
SRF Interest	\$9,871.39
<u>Citizen Bank</u>	<u>\$248,502.30</u>
Total Interest Savings	\$266,272.71

RESOLUTION NO. 15-01

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA YNEZ COMMUNITY SERVICES DISTRICT
REGARDING ENTERPRISE FUND, OPERATING RESERVE, FUND/REPLACE/EXPANSION RESERVE, FUTURE
CAPACITY RESERVE AND STREET LIGHT RESERVE**

WHEREAS, on June 15, 2011, the Board of Directors of the Santa Ynez Community Services District (the "District") adopted Resolution No. 11-04 setting forth certain findings relating to the maintenance of the District's Enterprise Fund, Operating Reserve, Repair/Replacement Reserve, Building Reserve, Future Capacity Reserve and Street Light Reserve; and

WHEREAS, the District's Board of Directors desires to replace the findings set forth in Resolution No. 11-04 to address the funding of each reserve category.

NOW, THEREFORE, the Board of Directors of the District does hereby adopt the following findings to supersede and replace the findings set forth in Resolution No. 11-04 and fund the Reserve accounts in the order that they are listed:

1. The Enterprise Fund is established to provide for the receipt of revenues and the payment of expenses. All revenues are received from sewer service charges, property taxes, interest, inspection fees, sewer benefit fees, and miscellaneous income. The expenses to be paid from the Enterprise Fund are costs associated with the operation, maintenance and repair of the sewage collection, treatment and disposal facilities owned or utilized by the District and to fund District reserves or other reasonable expenses allowed by statute.
2. The Operating Reserve is established to fund six months of operating expenses. The revenues are received from operating surplus of the Enterprise Fund. If the balance exceeds eight months of operating budgeted expense, the difference will be transferred to the Fund/Replace/Expansion Reserve. The adoption of the annual budget shall be evidence of the District's determination that the funds contained in the Operating Reserve do not exceed an amount which is necessary to fulfill the purposes for which the Operating Reserve has been established and may enable the District to avoid adverse financial impacts in the future.
3. The Fund/Replace/Expansion Reserve is established to fund the enhancement, replacement and/or expansion of the District's owned/non-owned facilities. The revenues are received from the Enterprise Fund after the Operating Reserve and the Building Reserve have received adequate funding and from annexation fees. Contributions to the Fund/Replace/Expansion Reserve will be in-lieu of funding depreciation. The Board has established a sub-category for the Building Reserve, and the Building Reserve should be maintained at a minimum \$140,000.00.
4. The Future Capacity Reserve is established to fund the purchase of capacity in the City of Solvang's wastewater treatment plant. The revenues are received from the Enterprise Fund and connection fees. A balance will be held in the reserve to purchase 10%, currently 30,000 gpd of additional capacity in the Solvang wastewater treatment plant. The price per gallon of additional capacity is the current book value of plant divided by total plant capacity (1.5 million gpd). The current price per gallon times the 10% of additional capacity in gallons equals the funding needed in reserve. Within 180 days after

the end of the fiscal year, the District shall make available to the public information regarding the balance in the Future Capacity Reserve as required by Government Code Section 66013(d), as said section may be amended from time to time.

5. The Street Light Reserve is established to fund future street light projects. The revenues are received from the portion of the District's property taxes allocated to street lights after payment of any street light expense.
6. The Board of Directors shall review the Reserve Policy and the level of reserves in each fund on an annual basis.
7. Resolution No. 11-04 is hereby superseded and replaced by this Resolution 15-01.

PASSED AND ADOPTED this 21st day of January, 2015, by the following vote of the Board of Directors of the Santa Ynez Community Services District:

AYES: Marks, Maler, Seymour, Daugherty, Higgins

NOES:

ABSENT:

ABSTAINED:

Barry Marks, President of the Board

ATTEST:

Wendy Berry, Secretary of the Board

RESOLUTION NO. 20-05

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SANTA YNEZ COMMUNITY SERVICES
DISTRICT FIXING AND ADOPTING A FINAL
BUDGET FOR FISCAL YEAR 2020-2021**

WHEREAS, pursuant to Government Code Section 61110, a public hearing has been held at which any person was permitted to appear and be heard regarding any item in the proposed final budget for the Santa Ynez Community Services District for Fiscal Year 2020-2021 (the "FY 2020-2021 Budget"), or regarding the addition of other items thereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Santa Ynez Community Services District as follows:

1. The FY 2020-2021 Budget on file with the Secretary of the District and heretofore reviewed and considered by this Board, is hereby fixed and adopted.
2. The General Manager is directed to forward a copy of the FY 2020-2021 Budget to the Santa Barbara County Auditor.

PASSED AND ADOPTED this 17th day of June 2020, by the following vote of the Board of Directors of the Santa Ynez Community Services District:

AYES:

NOES:

ABSENT:

ABSTAIN:

Karen Jones, President of the
Board of Directors

ATTEST:

Wendy Berry, Secretary of the
Board of Directors

