



**SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING
Minutes of June 17, 2020**

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

1. 5:30 PM OPEN SESSION/CALL TO ORDER FLAG SALUTE:

President Jones called the meeting to order at 5:31 pm.

2. ROLL CALL:

Secretary Berry called the roll. Directors Present: Jones, D'Ambra, Beard, Redfern and Mueller. Staff Present: Interim General Manager John D'Ornellas, Secretary/Treasurer Wendy Berry. Legal Counsel, Rick Battles by teleconference.

3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No public comment

4. CONSENT ITEMS:

- A. Approval of Regular Meeting Minutes of April 15, 2020
- B. Approval of Special Meeting Minutes of May 13, 2020
- C. SYCSD Treasurer's Dashboard April Report
 - 1. Approval of Disbursements from May 15, 2020 to June 11, 2020
 - 2. Profit & Loss Budget Performance

Director D'Ambra motioned to approve the consent agenda as presented, Director Redfern seconded and the motion passed by a roll call vote:

AYES: Redfern, Jones, D'Ambra, Beard, Mueller

5. ACTION ITEMS:

A. (1) PUBLIC HEARING: Collection of sewer fees on the tax roll. Public hearing on election to have sewer fees and charges collected on the tax roll and the filing of a report related to such fees and charges for the fiscal year 2020-2021. **The public hearing was opened at 5:36 p.m. and closed at 5:38 p.m. with no protests or public comments.**

(2) **Resolution 20-04:** Resolution of the Board of Directors of the Santa Ynez Community Services District overruling objections and adopting report on sewer fees and charges to be collected on tax roll for fiscal year 2020-2021. **Director Beard motioned to adopt Resolution 20-04, overruling objections and adopting the report on sewer fees and charges to be collected on the tax roll for fiscal year 2020-2021 and to amend the date to August 10th in the Resolution, Director D'Ambra seconded and the motion passed by a roll call vote:**

AYES: Redfern, Jones, D'Ambra, Beard, Mueller

B. (1) PUBLIC HEARING: 2020-2021 Budget. Public hearing on proposed budget for fiscal year 2020/2021. The public hearing was opened at 5:40 p.m. and closed at 5:42 with no protests or public comments.

(2) **Resolution 20-05:** Resolution of the Board of Directors of the Santa Ynez Community Services District fixing, approving, and adopting the budget for fiscal year 2020-2021. **Total revenue is projected to be \$1,830,463. Total operating costs are projected to be \$1,043,950 with an estimated \$400,803 going into reserves. Director Beard motioned to approve Resolution 20-05, approving and adopting the budget for fiscal year 2020-2021, Director Mueller seconded and the motion passed by a roll call vote:**

AYES: Beard, Jones, Muller, Redfern, D'Ambra

6. ACTION ITEMS:

A. Appointment of General Manager, approval of employment agreement. The GM recruitment was a competitive process. Jose Acosta was offered the position as the new general manager. His starting salary will be \$120,000 per year, \$500 per month car allowance, \$80 per month cell phone allowance, 5 administrative days, and the same health insurance allowance as the employees and 15 days of vacation. **Director Beard motioned to appoint Jose Acosta as the new general manager and approve the employment agreement, Director D'Ambra seconded and the motion passed by a roll call vote:**

AYES: Beard, Jones, Mueller, D'Ambra, Redfern

B. LAFCO MSR/SOI Communication. LAFCO completes the Municipal Service Review and to date the District's MSR has not been completed. The District has an application filed with LAFCO to include Los Olivos into the District's Sphere of influence (SOI). The District agreed with LAFCO to put the District's SOI application on hold while Los Olivos formed their own CSD. Los Olivos formed their CSD and the District's application remains on hold with LAFCO. Staff will write a letter to LAFCO. **Director Beard motioned to withdraw the District's application that includes Los Olivos in the District's sphere of influence and ask about updating the MSR, Director D'Ambra seconded the motion and it passed by a roll call vote.**

AYES: Beard, Jones, D'Ambra, Muller, Redfern

C. Ten-Year Capital Improvement Plan (CIP): Review capital improvement plan for fiscal year 2020-2021. The District's 10-year CIP is a planning tool for capital projects. Gov't Code §61110 requires districts to have a capital project plan. **Director D'Ambra motioned to approve the Ten-year CIP, Director Mueller seconded and the motion passed by a roll call vote.**

AYES: Beard, Jones, Mueller, D'Ambra, Redfern

D. Golden Inn: Approve Resolution 20-06 and 20-07 accepting Grants of Rights and easement for sewer facilities for the Golden Inn Senior and Family living. **The sewer facilities at the Golden Inn were upsized when the senior and family housing units were built to accommodate future flows from West Santa Ynez. Once these facilities are conveyed to the District, the District will be required to pay for the upkeep and power to the lift station. Director Beard motioned to adopt Resolution 20-06 and 20-07 accepting the Grants of Rights and easements for the lift station from the Golden Inn, Director Mueller seconded and the motion passed by a roll call vote.**

AYES: Beard, Jones, Redfern, D'Ambra, Mueller

E. Horizon Drive Mainline Project Updates. A survey letter was sent out to the Horizon and Stadium residents to find out the interest in sewer in both those areas. There were 53 parcels who were sent a survey. The survey results are: Horizon Drive 15/18 83% response rate in favor of sewer and interested in the installment payment plan. 16 out of 35 parcels on Stadium and Jason Way 6 were interested in sewer, 10 were not interested. **Board consensus is not to move forward with including Stadium/Jason Way in the septic to sewer project and direct staff to continue working on the loan application and keep moving forward on the project. It is projected construction will begin in April or May of next year after the rainy season.**

F. CalWarn: California Water/Wastewater Agency Response Network (CalWarn) is a membership to offer or receive mutual aid in case of an emergency. The membership is free but the agencies that request and receive mutual assistance are responsible for reimbursing responding agencies unless mutually agreed otherwise. **Director Beard motioned to approve the District's membership in CalWarn and authorize the Board President to sign the agreement, Director Redfern seconded, and the motion passed by a roll call vote:**

AYES: Beard, Jones, Redfern, Mueller, D'Ambra

G. Newsletter: Your Board directed staff to prepare a draft newsletter and bring back for Board approval. If approved, the newsletter will be mailed by July 1. The cost for mailing is \$593.50. **Board consensus was to mail this newsletter and a newsletter at least semi-annually or on an as-needed basis.**

7. REPORTS

A. Manager's Report – the General Manager will be on vacation July 9th-15. The July meeting is July 15 and he can zoom in. The next regular Board of Directors meeting

scheduled for Wednesday July 15, 2020 will be cancelled and a special meeting for July 22, 2020 will be scheduled. John thanked the Board for the opportunity and his last day will be July 22, 2020.

- B. Legal Counsel's Report – The District's regulations for charging ADU's does not need to be changed because the Ordinance works just fine because it calculates capacity fees by plumbing fixtures. A newsletter is a mass mailing according to the FPPC and can't feature a director but can have a listing of Board Members unless it is 60 days before an election.
- C. Secretary/Treasurer's Report – no report
- D. Committee Reports – The finance committee met on June 11, 2020 to review the final draft budget. The committee had no changes.

8. **DIRECTORS COMMENTS: No Director's comments**

9. **ADJOURNMENT.** Director Jones motioned to adjourn the meeting at 7:28 p.m., Director Mueller seconded, and the motion passed by a roll call vote: The next meeting will be July 22, 2020.

AYES: Beard, Jones, Redfern, D'Ambra, Mueller

APPROVED:

Karen Jones, President Board of Directors

ATTEST:

Wendy Berry, Secretary Board of Directors