



**Santa Ynez Community Services District  
Board of Directors Regular Meeting  
Minutes from June 21, 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 5:33 pm.

**2. ROLL CALL:**

Before Roll Call, Director Padelford motioned that Director Van Pelt be recognized and participate remotely in the board meeting per AB 2449 for just cause – family caregiving. President Redfern seconded it, and the motion passed unanimously.

General Manager then called roll: Directors present: Redfern, Beard, and Padelford; Directors Jones and Van Pelt via Zoom. Staff Present: Loch Dreizler, General Manager; Alicia Marin, Office Manager.

**3 DIRECTORS COMMENTS:** Director Padelford expressed her appreciation for the current landscaping updates at the District building.

**4. PUBLIC COMMENT:** None

**5. REPORTS:**

**A. General Manager:**

Mr. Dreizler is looking into work order software for operations at the District.

**B. Legal Counsel:** None. Legal Counsel Rick Battles joined via Zoom.

**C. Secretary/Treasurer:** None

**D. Committees:** None

**6. CONSENT ITEMS:**

**A.** Approval of Regular Meeting Minutes of May 17, 2023.

**B.** Approval of Special Meeting Minutes from May 23, 2023.

**C.** Disbursements from 5/1/2023 – 5/31/2023.

**D.** Director's Meeting Attendance Tracker - May 18 to June 20, 2023

Director Padelford had questions regarding the dates for the Director's Meeting attendance tracker, and Mr. Dreizler resolved them.

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

## 7. ACTION ITEMS:

- A. Consider retaining Rick Battles, current legal counsel, for one year.
  - a. Legal counsel Rick Battles shared that he is set to retire on 6/30/23 and is aware that this may not be enough time to secure new legal counsel, so he is offering a retainer to the District. President Redfern asked for clarification on the year time frame, and Mr. Battles stated that the retainer is for one year and can be terminated by either party with a 60-day written notice.
  - b. Vice President Jones stated that it would be valuable to retain Mr. Battles.
  - c. President Redfern inquired if the District has received any proposals for counsel. Mr. Dreizler indicated that one firm has submitted but that the return for proposal due date was not until July 7, 2023, with expectations that others will be submitted.
  - d. Vice President motioned to retain Mr. Rick Battles as legal counsel to assist the District while transitioning to new legal counsel; Director Padelford seconded the motion, and the motion passed unanimously.
- B. Planwest presentation about proposed District Divisions – first pre-map hearing.
  - a. Jason Barnes of Planwest joined the meeting with a PowerPoint presentation on the proposed District Divisions.
  - b. Director Van Pelt asked if the presentation would be shown again. Mr. Barnes said it will also be shown at the next board meeting.
  - c. Director Beard questioned why the District has to be divided into five divisions versus some combination of at-large and divisions. Mr. Dreizler explained that legal counsel was consulted, and it was deemed necessary to split into five divisions.
  - d. Mr. Dreizler stated that no motion is necessary as this presentation is informational. Additionally, this topic will be presented at the open house.
- C. Resolution to adopt the final draft of the *Fiscal Year 2023-2024 Budget*.
  - a. Mr. Dreizler stated that the budget has been discussed or presented at several meetings.
  - b. President Redfern had questions regarding the 2004 work truck replacement. Mr. Dreizler said it's not in the budget but is on the deferred capital projects list.
  - c. Vice President Jones motioned to adopt resolution 23-621A for the District budget for FY 2023-2024; Director Padelford seconded, and the motion passed unanimously.
- D. Appoint recently hired Office Manager Alicia Marin as Board Secretary.
  - a. Mr. Dreizler explained that he was appointed the Board Secretary due to the position vacancy, but now the position is filled, and he can pass the Board Secretary duties forward.
  - b. Director Beard asked if the position was a union position. Mr. Dreizler explained that it is a union position, and the job posting is the same as the one from 2013; the only difference is that the Office Manager does not serve at the will of the Board.
  - c. Director Beard asked if there was an option to consider an additional part-time district employee. Mr. Dreizler explained that the consulting firm Eide Bailey is helping out, and their role will likely be redefined after the upcoming audit.
  - d. President Jones motioned to appoint Office Manager Alicia Marin as Board Secretary; Director Beard seconded the motion, and it passed unanimously.

- E. Adopt a resolution for collecting sewer service charges on FY 2023-2024 tax rolls.
  - a. Director Redfern inquired if this [resolution] needs to be done annually, and Mr. Dreizler responded in the affirmative.
  - b. Director Beard motioned to adopt resolution 23-621B for sewer service charges/fees to be collected on FY 2023-2024 tax rolls; President Redfern seconded the motion, and the motion passed unanimously.
  
- F. Chumash Administrative Offices – options to determine wastewater treatment provider.
  - a. Mr. Dreizler shared that the District contacted the city of Solvang's wastewater division to determine their opinion on where the Chumash office buildings' waste water goes. They responded that they were neutral and it was the District's choice.
  - b. Director Beard commented that Solvang's wastewater treatment plant does not have the infrastructure to recycle wastewater.
  - c. Vice President Jones expressed that the pros and cons list from the general manager is a fair look at the situation. Additionally, she stated that there may be more stability with Solvang, and there is no pressure to decide this evening on this issue.
  - d. Director Padelford reiterated that the Board Memo recommends that a separate legal document be developed if the decision is to have the wastewater treated via the Chumash WWTP.
  - e. President Redfern stated there is a considerable benefit to allowing them to use the Chumash wastewater treatment plant because they recycle their water. Given the last drought and the ones to come, the ability to recycle water saves the groundwater. Director Beard agreed with this sentiment and that Solvang's plans to recycle wastewater are undetermined.
  - f. Director Van Pelt recalled previous discussions about the contract with Chumash and that staff should review the contract again or find previous emails that offered a summary. Director Beard stated that this decision might also consider other factors not necessarily delineated in the current contract.
  - g. Vice President Jones recommended the District consider doing additional public outreach on this item.
  - h. Director Padelford inquired about the project's timeline; Mr. Dreizler stated that it was only in the preliminary planning stages and was going through the County Planning process. The timeline is undetermined but likely some years away from breaking ground.
  - i. No motion was necessary.
  
- G. Adopt a resolution for the Board of Directors' compensation increase.
  - a. Mr. Dreizler stated that it had been 63 days past the public posting of the ordinance approval and that the increase was now approved, and the last component of the process was to pass the resolution modifying District policy.
  - b. Vice President Jones motioned to adopt Resolution No. 23-310, amending Section 20 of the Board Policy Manual to make it consistent with the ordinance approved in April; President Redfern seconded, and the motion passed unanimously.

Minutes without signatures are considered Drafts.

- A. **INFORMATIONAL ITEMS:** (Documents may be distributed at the Board meeting)
- a. Draft of the Open House Mailer - Mr. Dreizler showed the draft of the mailer for the July 8, 2023, open house. (Subsequently changed to July 15).
    - i. One goal was to complete the landscaping project before the Open House, and President Redfern shared that he could help by donating plants.
  - b. Legal Counsel RFP update - information on this was shared earlier in the evening.
  - c. Hart Access Driveway - Mr. Dreizler shared that Mr. Hart was satisfied with the work done on the driveway and that the crew was able to fix some subsidence in another location as well. His neighbor, Mr. Martin, is seeking an easement from Mr. Hart to tie into the Calle Pico sewer mainline extension.

**9. CLOSED SESSION:** None

**10. ADJOURNMENT:** President Redfern motioned to adjourn the meeting at 7:02 pm; Director Padelford seconded the motion, and the motion passed unanimously.

APPROVED:

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Frank Redfern, President, Board of Directors

ATTEST:

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Loch Dreizler, General Manager

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**

Claims 6/1/2023 to 6/30/2023

Payment Type	Check #	Vendor/Employee/Payee	Check Amount	Period	Date
Claim	EC	COMCAST (5776)	\$ 264.35	6/23	06/13/23
Claim	EC	COMCAST (5809)	\$ 687.66	6/23	06/01/23
Claim	EC	PG&E	\$ 282.51	6/23	06/20/23
Claim	EC	PG&E	\$ 1,121.42	6/23	06/20/23
Claim	EC	PG&E	\$ 96.77	6/23	06/14/23
Claim	EC	PG&E	\$ 399.98	6/23	06/20/23
Claim	EC	PG&E	\$ 71.54	6/23	06/20/23
Claim	EC	SoCal Gas/The Gas Co	\$ 27.53	6/23	06/09/23
Claim	EC	SYRWCD	\$ 58.18	6/23	06/14/23
Claim	EC	SYRWCD	\$ 58.18	6/23	06/14/23
Claim	EC	Umpqua Bank	\$ 5,869.68	6/23	06/25/23
Claim	EC	US Bank Voyager Fleet Syst	\$ 426.95	6/23	06/16/23
Claim	EC	Wells Fargo Vendor	\$ 134.69	6/23	06/16/23
Claim	17016	18 Brenntag Pacific Inc.	\$ 1,093.22	6/23	06/15/23
Claim	17017	19 Buellflat Rock Company Inc.	\$ 63.30	6/23	06/15/23
Claim	17018	31 City of Solvang	\$ 20,000.00	6/23	06/15/23
Claim	17019	35 Coastal Copy	\$ 76.28	6/23	06/15/23
Claim	17020	218 County of SB Resource Recovery	\$ 25.00	6/23	06/15/23
Claim	17021	200 Fabian Torres	\$ 93.77	6/23	06/15/23
Claim	17022	58 FGL Environmental	\$ 991.00	6/23	06/15/23
Claim	17023	70 Howell, Moore & Gough, LLP	\$ 949.00	6/23	06/15/23
Claim	17024	281 Jeremy Chaja	\$ 80.00	6/23	06/15/23
Claim	17025	90 MOUNTAIN SPRING WATER	\$ 30.10	6/23	06/15/23
Claim	17026	131 State Water Resources Control Boa	\$ 2,625.00	6/23	06/15/23
Claim	17027	150 Underground Service Alert/Dig Ale	\$ 52.00	6/23	06/15/23
Claim	17028	153 Valley Tool Rental	\$ 953.01	6/23	06/15/23
Claim	17029	68 WM CORPORATE SERVICES, INC.	\$ 63.29	6/23	06/15/23
Claim	17030	162 ZWorld GIS	\$ 1,275.00	6/23	06/15/23
Claim	17032	4 Advanced Flow Measurement	\$ 1,200.00	6/23	06/29/23
Claim	17033	12 Atkinson, Andelson, Loya, Ruud &	\$ 39.38	6/23	06/29/23
Claim	17034	18 Brenntag Pacific Inc.	\$ 1,232.43	6/23	06/29/23
Claim	17035	27 CANNON CORPORATION	\$ 4,488.75	6/23	06/29/23
Claim	17036	35 Coastal Copy	\$ 23.09	6/23	06/29/23
Claim	17037	299 DAHL AIR CONDITIONING	\$ 530.55	6/23	06/29/23
Claim	17038	254 Eide Bailly	\$ 10,838.15	6/23	06/29/23
Claim	17039	58 FGL Environmental	\$ 2,012.00	6/23	06/29/23
Claim	17040	62 Frontier Communications	\$ 42.75	6/23	06/29/23
Claim	17041	73 Inklings Printing Co.	\$ 31.27	6/23	06/29/23
Claim	17042	75 Jessie's Spotless Cleaning	\$ 130.00	6/23	06/29/23
Claim	17043	95 Nielsen Bldg Materials	\$ 294.57	6/23	06/29/23
Claim	17044	97 O'Connor Pest Control	\$ 85.00	6/23	06/29/23
Claim	17045	300 QUINN COMPANY	\$ 295.20	6/23	06/29/23
Claim	17046	119 Siteone Landscape Supply	\$ 1,912.63	6/23	06/29/23
Claim	17047	129 STAPLES CREDIT PLAN	\$ 733.41	6/23	06/29/23
Claim	17048	131 State Water Resources Control Boa	\$ 828.00	6/23	06/29/23

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**

Claims 6/1/2023 to 6/30/2023

<b>Payment Type</b>	<b>Check #</b>	<b>Vendor/Employee/Payee</b>	<b>Check Amount</b>	<b>Period</b>	<b>Date</b>
Claim	17049	138 SYV Computer Center	\$ 125.00	6/23	06/29/23
Claim	17050	152 USA BlueBook	\$ 292.00	6/23	06/29/23
Claim	17051	156 Verizon Wireless	\$ 255.90	6/23	06/29/23

**Number of Checks: 48****\$ 63,259.49**

<b>Board Meetings Attendance</b> (max \$1,050 per month)						
<b>Board Meetings (\$175)</b>	<b>Date</b>	<b>Frank Redfern</b>	<b>Karen Jones</b>	<b>David Beard</b>	<b>Bradlee Van Pelt</b>	<b>Tina Padelford</b>
Regular Board Meeting						
Special Board Meetings	6/21/2023	175.00	175.00	175.00	175.00	175.00
<b>Sub-Total</b>		<b>175.00</b>	<b>175.00</b>	<b>175.00</b>	<b>175.00</b>	<b>175.00</b>
<b>Standing Committees (\$87.50)</b>						
Finance						
Personnel						
Community Interface						
Wastewater Treatment						
<b>Sub-Total</b>		-	-	-	-	-
<b>Ad-Hoc Committees (\$87.50)</b>						
District Divisions						
<b>Sub-Total</b>		-	-	-	-	-
<b>Other Meetings (\$87.50)</b>						
Pre-Agenda with GM - July 11		87.50				
CSDA Meeting						
Miscellaneous -						
<b>Sub-Total</b>		<b>87.50</b>	-	-	-	-
<b>TOTAL</b>		<b>262.50</b>	<b>175.00</b>	<b>175.00</b>	<b>175.00</b>	<b>175.00</b>