



**Santa Ynez Community Services District  
Board of Directors Regular Meeting  
Minutes from December 20, 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 5:30 PM.

**2. ROLL CALL:** Board Secretary called roll: Directors present: Redfern, Beard, Van Pelt, and Padelford; Director Jones via Zoom. Staff Present: Loch Dreizler, General Manager; Alicia Marin, Board Secretary; and General Counsel Jeff Hoskinson via Zoom.

**3. DIRECTOR'S COMMENTS:** Most directors expressed their beliefs or observations in response to recent news reports about one of our directors.

Director Van Pelt thanked Mr. Dreizler for providing him with contact information for various county departments.

**4. PUBLIC COMMENT: NONE**

**5. REPORTS:**

**A. General Manager:** Mr. Dreizler thanked Ms. Marin for the holiday decorations. He shared that he attended a rate-setting seminar. Additionally, he shared that the operations team was able to participate in an on-site Confined Space training on December 20, 2023.

**B. Legal Counsel:** Mr. Hoskinson did not comment but would provide the General Manager with future legislative updates.

**C. Board Secretary:** Ms. Marin shared that health insurance enrollment for the district employees is complete. She also said she will attend a webinar on records retention in mid-January. Additionally, she has been working on a project to summarize the District's agendas for historical and reference purposes.

**D. Committees:** A Community Interface Committee will be held next year sometime after committee assignments are confirmed.

**6. CONSENT ITEMS:**

- A.** Regular Meeting Minutes from November 15, 2023
- B.** Wastewater Committee Meeting Minutes from November 22, 2023
- C.** Personnel Committee Meeting Minutes from November 22, 2023
- D.** Finance Committee Meeting Minutes from December 4, 2023
- E.** Disbursements 11/1/2023 – 11/30/2023
- F.** Monthly Bank Account Balance
- G.** Director's Meeting Attendance Tracker - November 16 to December 19, 2023

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

**7. ACTION ITEMS:**

**A. Discuss the audit report submitted by Nigro & Nigro for the fiscal year ending June 30, 2023.**

Vice President Jones motioned to approve the audit report submitted by Nigro & Nigro for the fiscal year ending June 30, 2023, Director Padelford seconded the motion, and the motion passed unanimously.

**B. Calle Pico Wastewater Extension – Discuss the use of Detail S-S.2 (Native Soil) instead of Detail S-2.3 (Slurry) for the native soil portion of the proposed utility trench, including defining terms in an Agreement between the Santa Ynez Community Services District and John/Margaret Martin.**

Mr. Dreizler shared a brief history of the Martins' path to connecting to the sewer.

The board discussed the agreement regarding the length of obligation for any necessary repairs over the next ten years, including bonds, insurance, and an additional easement agreement.

Vice President Jones motioned to approve the agreement for the Calle Pico mainline wastewater extension and the General Manager and legal counsel to adjust the document with added language as discussed. President Redfern seconded the motion. The motion passed with a majority via roll call vote. Ayes: President Redfern, Vice President Jones, Director Beard, Director Padelford. Noes: Director Van Pelt.

**C. Capital Improvement Projects – Continue Capital Improvement Plan Discussion from the November 2023 Board Meeting based on observations and recommendations from the Finance Committee.**

The board discussed switching to asset-based depreciation to determine reserves. The board further discussed the following deferred capital improvement projects: Ductile Iron Pipe (DIP), Participate with other stakeholders in the stabilization process on Highway 246, Prepare an emergency plan and purchase materials if the Highway embankment fails, 2004 Truck Replacement and a Sewer Camera Replacement.

Staff recommended discussion, and no board action was necessary.

**D. Discuss, Nominate, and Approve Any New District Officer for calendar year 2024.**

Vice President Jones motioned to nominate Director Bradlee Van Pelt for Vice President of the Santa Ynez Community Services District beginning in 2024. Director Padelford seconded the motion, and the motion passed unanimously.

Director Padelford motioned to nominate President Frank Redfern as President of the Santa Ynez Community Services District beginning in 2024. Vice President Jones seconded the motion, and the motion passed unanimously.

**8. CLOSED SESSION:**

- A. Public Employee Performance Evaluation (Government Code § 54957) Title: General Manager
- B. Conference with Labor Negotiators (Govt. Code § 54957.6) Agency designated representatives: Board President Frank Redfern and Unrepresented employee: General Manager Loch A. Dreizler.

The closed session started at 7:01 PM and ended at 7:13 PM.

There was no reportable action out of the closed session.

Director Beard motioned to increase General Manager Dreizler's annual salary by four and a half percent, the vehicle allowance increase by \$300 a month, and two additional personal days per year. Director Padelford seconded the motion, and the motion passed unanimously.

**9. INFORMATIONAL ITEMS:**

Mr. Dreizler shared the Schedule of Capacity Fees with new rates effective January 1, 2024.

**10. ADJOURNMENT:** Vice President Jones motioned to adjourn the meeting at 7:39 PM; President Redfern seconded the motion, and the motion passed unanimously.

APPROVED:

ATTEST:

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Frank Redfern, Board President

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Alicia Marin, Board Secretary

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**

**Disbursements 12/01-12/31/23**

<b>Date</b>	<b>Payment Type</b>	<b>Check #</b>	<b>Vendor/Employee/Payee</b>	<b>Check Amount</b>
12/08/2023	Check	17685	Brenntag Pacific, Inc.	\$ 928.57
12/08/2023	Check	17686	Coastal Copy, Inc.	\$ 114.54
12/08/2023	Check	17687	Comcast 5809	\$ 687.66
12/08/2023	Check	17688	CSDA	\$ 5,546.00
12/08/2023	Check	17689	Dahl Air Conditioning Inc.	\$ 310.00
12/08/2023	Check	17690	FGL Environmental	\$ 1,629.00
12/08/2023	Check	17691	Inklings Printing Co.	\$ 31.27
12/08/2023	Check	17692	Mission Communications, LLC	\$ 659.40
12/08/2023	Check	17693	Nigro & Nigro	\$ 4,500.00
12/08/2023	Check	17694	O'Connor Pest Control	\$ 85.00
12/08/2023	Check	17695	Rio Vista Chevrolet	\$ 5,484.41
12/08/2023	Check	17696	Santa Barbara County Chapter of the CSDA	\$ 300.00
12/08/2023	Check	17697	State Water Resources Control Board	\$ 3,746.00
12/08/2023	Check	17698	USABlueBook	\$ 519.44
12/08/2023	Check	17699	Wells Fargo Vendor Financial Svcs, LLC	\$ 134.69
12/08/2023	Check	17700	WM Corporate Services, Inc.	\$ 66.08
12/08/2023	Check	17701	ZWorld GIS	\$ 1,275.00
12/20/2023	Check	17702	Brenntag Pacific, Inc.	\$ 3,719.56
12/20/2023	Check	17703	Cannon Corporation	\$ 5,337.85
12/20/2023	Check	17704	City of Solvang	\$ 20,000.00
12/20/2023	Check	17705	Cnty of SB Resource Recovery & Waste Mgmt	\$ 20.00
12/20/2023	Check	17706	Comcast 5776	\$ 354.86
12/20/2023	Check	17707	Eide Bailly LLP	\$ 7,095.80
12/20/2023	Check	17708	Fastenal Company	\$ 472.04
12/20/2023	Check	17709	Frontier	\$ 43.36
12/20/2023	Check	17710	Howell Moore & Gough LLP	\$ 1,540.00
12/20/2023	Check	17711	Mountain Spring Water	\$ 87.60
12/20/2023	Check	17712	Planwest Partners, Inc.	\$ 1,530.00
12/20/2023	Check	17713	Smith's Alarms & Electronics Inc	\$ 90.00
12/20/2023	Check	17714	SY Chamber of Commerce	\$ 175.00
12/20/2023	Check	17715	Underground Service Alert/SC	\$ 36.25
12/20/2023	Check	17716	USABlueBook	\$ 2,661.21
12/04/2023	ACH	ACH20231204	PG&E	\$ 99.14
12/05/2023	ACH	ACH20231205	PG&E	\$ 1,690.40
12/08/2023	ACH	ACH20231208	NBS Contribs	\$ 5,018.95
12/13/2023	ACH	ACH231213	SYRWCD #1	\$ 126.66
12/22/2023	ACH	ACH231222	NBS Contribs	\$ 5,430.39
12/26/2023	ACH	ACH231226	Five Star CC	\$ 2,827.05
12/27/2023	ACH	ACH231227	US Bank Voyager	\$ 598.30
		<b>Number of Checks:</b>	<b>32</b>	<b>\$ 69,180.59</b>
		<b>Number of ACHs:</b>	<b>7</b>	<b>\$ 15,790.89</b>
			<b>TOTAL Disbursements:</b>	<b>\$ 84,971.48</b>

## Santa Ynez Community Services District Account Balances

As of December 31, 2023

Alicia Marin, Board Secretary

ACCOUNT	12/31/2023 Balance	11/30/2023 Balance	12/31/2022 Balance	Month-to-Month Comparison	Year-to-Year Comparison
Checking	\$ 1,207,114.71	\$ 536,372.43	\$ 743,132.58	\$ 670,742.28	\$ 463,982.13
Five Star Money Market	\$ 3,813,923.76	\$ 3,801,694.56	\$ 4,340,317.88	\$ 12,229.20	\$ (526,394.12)
Horizon Drive Reserve	\$ 130,096.69	\$ 129,679.54	\$ 206,527.09	\$ 417.15	\$ (76,430.40)
Mechanic's Bank Money Market	\$ 5,364.31	\$ 5,364.22	\$ 4,943.67	\$ 0.09	\$ 420.64
Local Agency Investment Fund (LAIF)	\$ 168,553.41	\$ 168,553.41	\$ 163,780.51	\$ -	\$ 4,772.90
King's Capital (CD's)	\$ 927,255.36	\$ 923,686.27	\$ 597,617.18	\$ 3,569.09	\$ 329,638.18
<b>TOTAL</b>	<b>\$ 6,252,308.24</b>	<b>\$ 5,565,350.43</b>	<b>\$ 6,056,318.91</b>	<b>\$ 686,957.81</b>	<b>\$ 195,989.33</b>

<b>Board Meeting Attendance</b> (max \$1,050 per month per director)						
<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	12/20/2023	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00
Special Board Meetings						
<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>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ad-Hoc Committees (\$87.50)</b>						
District Divisions						
<b>Sub-Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Meetings (\$87.50)</b>						
Pre-Agenda with GM	1/9/2024	\$ 87.50				
CSDA Meeting						
Miscellaneous						
<b>Sub-Total</b>		<b>\$ 87.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>		<b>\$ 262.50</b>	<b>\$ 175.00</b>	<b>\$ 175.00</b>	<b>\$ 175.00</b>	<b>\$ 175.00</b>