

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**  
**MEMORANDUM**

**TO:** Board of Directors  
**FROM:** Loch Dreizler, General Manager  
**DATE:** April 19, 2023  
**SUBJECT:** Authorize individuals holding the following governance and management positions listed in the attached Resolution to sign checks and have safety deposit box access at Mechanic's Bank.

**Proposed Motion / Recommendation**

Proposed motion to adopt Resolution 23-310-A

**Policy Implications**

Section 13. Board Action and Decisions - Actions by the Board of Directors may include but are not limited to adopting or rejecting a resolution. Approval or disapproval of matters that require or may require the District or its employees to act and/or provide services.

**Fiscal Implications**

Mechanic's Bank, since 2021, has retained minimal funds (about \$5,000). We also have a Safety Deposit Box. Therefore, there would be no additional cost associated with adopting the Resolution.

**Alternatives Considered**

Close the Mechanic's Bank and store documents or other contents on-site documents or other contents in Safety Deposit Box.

**Discussion**

Staff and Director changes require modifications to access the Mechanic's Bank Safety Deposit Box and sign for the release of funds. Two signatures are required to access the funds.

The current contents of the safety deposit box are unknown. Also unknown, at this time, is what should be kept in the Safety Deposit Box. We need an approved list of who can access the Safety Deposit Box to discover what is inside. Mechanic's Bank tracks access to the Safety Deposit Box.

Attachment(s): Resolution 23-310-A

**RESOLUTION NO. 23-310-A**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA YNEZ COMMUNITY SERVICES DISTRICT UPDATING SIGNATURE CARDS AT MECHANIC’S BANK, DESIGNATING CHECK SIGNING AUTHORITY AND SAFETY DEPOSIT BOX ACCESS**

**WHEREAS** the Board of Directors (the “Board”) of the Santa Ynez Community Services District (the “District”) adopted Resolution 23-310-A to update signature cards at Mechanics Bank, designating check signing authority and define, who has safety deposit box access.

**WHEREAS**, on April 19, 2023, the Board authorized the individuals holding the following governance and management positions to sign checks and safety deposit box access. Two authorized signatures are required for writing checks and accessing funds.

- 1. **Board President**      Frank Redfern
- 2. **Vice President**      Karen Jones
- 3. **Director**              David Beard
- 4. **Director**              Tina Padelford
- 5. **Director**              Bradlee Van Pelt
  
- 6. **General Manager**      Loch Dreizler

**PASSED AND ADOPTED** this 19th day of April 2023 by the following vote of the Board of Directors of the Santa Ynez Community Services District:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

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Frank Redfern, President  
of the Board of Directors

**ATTEST:**

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Loch Dreizler, Secretary  
of the Board of Directors