



**SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' SPECIAL MEETING
Minutes of June 2, 2021**

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

1. CALL TO ORDER:

President Jones called the meeting to order at 5:30 pm.

2. ROLL CALL:

Secretary Berry called the roll. Directors Present: D'Ambra, Beard, Redfern, Jones, Van Pelt. Staff Present: General Manager Jose Acosta, Secretary/Treasurer Wendy Berry Others in Attendance: Mike Kielborne- District Engineer, Gary Waples, Marilyn Larson, Neil Ratwani (online), Bob Fermin

3. PLEDGE OF ALLEGIANCE

4. ACTION ITEMS:

A. Review, Discuss Horizon Drive Capacity Fee Costs Study and CSDA Financing terms.

The district has requested a loan from California Special District Association (CSDA), in the amount \$1.3M, with a repayment term of 20 years and interest rate of 2.93% for the Horizon Drive mainline extension project. Clayton Tuckfield, Tuckfield and Associates completed a Horizon Drive Rate Study and the first year of capacity fees will be \$70,074.00 including district capacity fees, Horizon capacity fees, and annexation fees. The Horizon Drive capacity fee will increase each year. Director Beard motioned to approve the Horizon Drive capacity fees and authorize staff to move forward with the CSDA financing, Director Van Pelt seconded and the motion passed by a roll call vote:

AYES: Beard, Van Pelt, Jones, Redfern, D'Ambra

B. Review, discussion and recommendation on awarding contract for Horizon Drive Mainline Extension Project.

The District received two bids for the Horizon Drive Mainline Extension project. A third bid was received by the District, but the bid was disqualified as it arrived late and not by the required bid opening time. The three bids submitted are Specialty Construction Inc.- \$998,315, Tierra Contracting- \$1,126,600, and Raminha \$1,273,170.00 (disqualified bid). Construction is to begin mid-July. Director Beard motioned to award the contract to Specialty in the amount of \$998,315.00, authorize staff to sign the contracts documents, to authorize GM to sign change orders with a limit of \$25,000 per change order and bring back to the Board for discussion and approval for any change orders over the total of \$50,000 up to \$90,000, seconded by Director Redfern. The motion passed by a roll call vote:

AYES: Beard, Redfern, D'Ambra, Jones, Van Pelt

C. Discussion and action on awarding contract for construction management and inspection services for Horizon Drive Mainline extension project: The Horizon Drive mainline extension project will be a vital project for the District and will require construction management and inspection services. Throughout the project it will be imperative for the District to provide inspections and communication with the selected contractor. Staff sent out requests for proposals to eight firms, with only three firms providing their proposals. The three proposal costs submitted are as follows: Cannon Engineering- \$58,368, Wallace Group- \$55,510, Kerr Construction Management- \$60,000. The District Engineer stated it is crucial to have a construction manager on-site during the project. The Board feels these costs are too much and would like staff to be more involved to reduce the costs. Director Redfern motioned to reject all bids for construction management and bring back new proposals for construction management with reduced hours to the June 16, 2021 regular meeting, Director D'Ambra seconded and the motion passed by a roll call vote:

AYES: Beard, Jones, D'Ambra, Redfern, Van Pelt

5. ADJOURNMENT:

Director Van Pelt motioned to adjourn the meeting at 6:59 p.m., Director Beard seconded, and the motion passed by a roll call vote:

AYES: Beard, Jones, Redfern, D'Ambra, Van Pelt

The next regular Board of Directors meeting is scheduled for Wednesday, June 16, 2021.

APPROVED:

Karen Jones, President Board of Directors

ATTEST:

Wendy Berry, Secretary Board of Directors