

SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

REGULAR MEETING MINUTES

January 15, 2020

5:30 P.M.

1070 Faraday, Santa Ynez, CA

BOARD MEMBER MEMBERS PRESENT: David Beard, Karen Jones, Bob D’Ambra, Frank Mueller, Frank Redfern

OTHERS PRESENT: Wendy Berry-Secretary/Treasurer, Rick Battles-Legal Counsel

1. **CALL TO ORDER:** Director Jones called the meeting to order at 5:30 p.m.
2. **ROLL CALL:** Beard, Jones, D’Ambra, Mueller, Redfern
3. **PLEDGE OF ALLEGIANCE:**
4. **DIRECTOR COMMENTS:** None
5. **PUBLIC COMMENTS:** Winston Craven disappointed by the General Managers resignation. David Higgins – for transparency, the constituents of Santa Ynez should know about the Recycled Water Facilities Study options that take care of our sewer needs.
6. **CONSENT AGENDA: (ACTION-VOTE)**
 - A. Approval of minutes of the Regular Meeting of December 18, 2019.
 - B. Approval of minutes of the Special Meeting of January 2, 2020.
 - C. Approval of the minutes of the Special Meeting of January 7, 2020.
 - D. SYCSD Treasurer’s Dashboard December Report
 1. Approval of Disbursements from December 13, 2019 through January 10, 2020.
 2. Profit & Loss Budget Performance

Director Beard motioned to approve consent agenda as presented, Director Mueller seconded and the motion passed by a roll call vote: ayes; Redfern, Beard, Jones, Mueller, Redfern

7. **ACTION ITEMS: (ACTION-ROLL CALL VOTE)**
 - A. **Audit Report: Receive presentation from the District’s auditor Jeff Palmer and accept the audit report for June 30, 2019 as submitted by Fedak and Brown. Jeff Palmer presented the financial statements for fiscal year 2018/2019. Director Mueller motioned to accept the audit report for 2018/2019, Director D’Ambra seconded and the motion passed by a roll call vote: ayes; Beard, Redfern, Mueller, Jones, D’Ambra.**

- B. Discussion and possible action regarding mainline extension on Horizon Drive. **Legal Counsel prepared a draft report on the steps needed to complete the Horizon Drive mainline extension project. Director Beard motioned to direct staff to move forward with the easement acquisition, to move forward with the environmental review process, to research additional financing information, analyze applicability of the installment payment plan, assemble cost information, and have the engineer finalize construction plans, Director D'Ambra seconded. The motion was amended and approved to include notifying the Horizon residents of the meeting at least 10 days prior to the meeting. The motion passed by a roll call vote: ayes; Beard, Redfern, Jones, Mueller D'Ambra.**
- C. Consideration and approval of Agreement for Professional Services with Water Systems Consulting, Inc. **Director Beard motioned to approve the agreement for professional services with Water Systems Consulting, Inc. changing the signature to be the Board President and the Board Secretary not the General Manager. Director Mueller seconded and the motion passed by a roll call vote: ayes; Beard, Jones, Redfern, D'Ambra, Mueller.**
- D. Discussion and action relating to resignation of General Manager, interim staffing, transitional issues, and recruitment to fill vacant position. (No staff report.) **Nate Kowalski, labor legal counsel joined into the meeting by phone. Nate reported Jeff Hodge is waiting for the Board to ratify his settlement agreement. Director Beard motioned to ratify and approve Jeff Hodge's settlement agreement and deliver it to Jeff Hodge's legal counsel once signed by Jeff Hodge, Director Mueller seconded and the motion passed by a roll call vote: ayes; Beard, Jones, D'Ambra, Redfern, Mueller. Director Beard motioned to form an Ad Hoc committee and appoint Directors Mueller and D'Ambra for the purpose of recruiting an interim and/or permanent General Manager, Director Mueller seconded and the motion passed by a roll call vote: ayes; Beard, Redfern, Mueller, Jones, D'Ambra. Director Redfern motioned to authorize Director Beard to sign bank reconciliations, time sheets and invoices, Director D'Ambra will be his backup if Director Beard is unavailable, Director Mueller seconded and the motion passed by a roll call vote: ayes; Beard, Jones, Mueller, Redfern, D'Ambra.**
- E. Approval of mid-year budget report for fiscal year 2019/2020. **The District's revenue is at 55% and expenses are at 39.5%. Director Mueller motioned to approve the mid-year budget and bring back mid-year budget adjustments once costs are determined, Director Beard seconded, and the motion passed by a roll call vote: ayes; Beard, Jones, Redfern, Mueller, D'Ambra.**
- F. Discussion and possible action regarding Certificate of Deposit. **The Farmers Bank & Trust CD came due. The current CD rate available is 1.75% through Cantella and First Bank is offering 1.85%. Five Star Bank money market account is currently paying 2.043%. Director Beard motioned to move the CD into the Five Star account and review the interest rates in six months, Director D'Ambra seconded and the motion passed by a roll call vote: ayes; Beard, Redfern, Jones, Mueller, D'Ambra.**

G. Discussion and possible action regarding joint public outreach with other local agencies regarding improving the efficiency of wastewater services in the Santa Ynez Valley. (No staff report.) **This item will be a future agenda item. The Board took an intermission.**

8. **INFORMATIONAL ITEMS:**

A. Treasurer Report – Submittal and review quarterly cash position pursuant to Government Code §61053 for quarter ending 12-31-19. **The District received \$35,815.00 in interest in all the bank accounts. The interest rate was 2.3% in LAIF and 2.341% in the Five Star account, and total cash is \$4,414,169.00.**

9. **REPORTS:**

A. Manager's Report- None

B. Legal Counsel's Report – **Rick mentioned to recognize Wendy for helping and taking care of things during the transition, Kevin will be meeting with the City of Solvang to review and interview the Engineers on January 2. The Board thanked Rick and the other staff for also being a tremendous help.**

C. Secretary/Treasurer's Report – **SB County hired Sousa Construction and MNS will be starting the Faraday storm drain project Staff has begun reviewing and updating the Sanitary Sewer Management plan (SSMP) with Causey Consulting.**

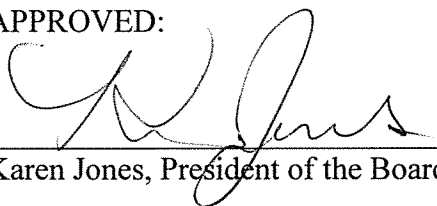
D. Committee Reports

10. Tentative agenda items: Solvang WWTP upgrade, alternatives for wastewater treatment, Sewer Code Design Specifications, Joint public Outreach with other public agencies.

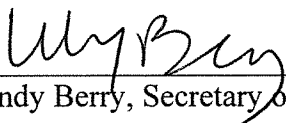
11. **ADJOURNMENT**

The meeting was adjourned at 8:21 p.m.

APPROVED:



Karen Jones, President of the Board



Wendy Berry, Secretary of the Board