



**SANTA YNEZ COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' REGULAR MEETING  
Minutes of March 18, 2020**

**1. 5:30 PM OPEN SESSION/CALL TO ORDER FLAG SALUTE:**

President Jones called the meeting to order at 5:32 pm and Director Beard led the flag salute.

**2. ROLL CALL:**

Secretary Berry called the roll. Directors Present: Beard, Redfern, Jones, D'Ambra, Mueller Staff Present: Interim General Manager John D'Ornellas, Secretary/Treasurer Wendy Berry. Legal Counsel Rick Battles by teleconference, Public by teleconference Kathern Stewart, Mike Kielborn, Gary Waples

**3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Craig Geyer, current LAFCO member spoke on the upcoming election and he has served on LAFCO for the last eight years and he is running for his seat and voting will take place in April. Jay Freeman expressed his support for Craig Geyer.

**4. CONSENT ITEMS:**

- A. Approval of Special Meeting Minutes of February 13, 2020
- B. Approval of Regular Meeting Minutes of February 19, 2020
- C. SYCSD Treasurer's Dashboard February Report
  - 1. Approval of Disbursements from February 15, 2020 to March 13, 2020
  - 2. Profit & Loss Budget Performance

Director D'Ambra motioned to approve the consent agenda with the change to include Nate Kowalski attended the meeting by teleconference at the special meeting of February 13, 2020, Director Mueller seconded and the motion passed by a roll call vote:

**AYES: Beard, D'Ambra, Jones, Mueller, Redfern**

**5. ACTION ITEMS:**

- A. **Mainline Extension – Horizon Drive:** Five steps to successful project are plan, program, design, construct, maintain. There is support for the mainline extension from the Horizon residents. The financial consultant has begun to create a financial model. The Board needs to decide on the source of funds to fund this project and

how many parcels will be included. The options include private financing, CSDA/Municipal Finance, public financing, internal funding, grants. Director Beard motioned to choose public financing as the funding source, include the 69 Stadium homes in the calculation and direct staff and the District Engineer to get a cost analysis for the Horizon/Stadium mainline extension agreement, Director Mueller seconded and the motion passed by a roll call vote:

**AYES: Beard, Redfern, Jones, Mueller, D'Ambra**

- B. Buellton Agreement:** The District has been providing the City of Buellton with a Chief Plant Operator since January 2019. District staff does not have the opportunity to work at the Buellton plant to receive their operator hours. Director D'Ambra motioned to provide the City of Buellton, a 30-day notice, Director Mueller seconded, and the motion passed by a roll call vote:

**AYES: Beard, Redfern, D'Ambra, Mueller, Jones**

- C. General Manager Recruitment:** The Board reviewed the Ad Hoc GM Recruitment Committee recommendations on recruitment process, hiring criteria, compensation, and timeline for SYCSD General Manager. Director Beard motioned to approve the AD Hoc recruitment recommendations, Director Redfern seconded, and the motion passed by a roll call vote:

**AYES: Beard, Redfern, Jones, Mueller, D'Ambra**

- D. Executive Order N-25-20/ Brown Act:** On March 4, 2020, Governor Newsom declared a State of emergency due to the threat of COVID-19. On March 12, 2020 the Governor issued Executive Order N-25-20 to temporarily grant state and local agencies certain powers to aid in the implementation of social distancing measures recommended by public health officials. The executive order changes the allowable procedures for public meetings of local agencies that are subject to the Ralph M. Brown Act and teleconferencing. The Board consensus was to teleconference the next meeting. Director Jones motioned to direct staff to look at teleconferencing options and bring back to the next meeting, Director Jones amended her motion to initiate by the next meeting, Director Beard seconded, and the motion passed by roll call vote:

**AYES: Redfern, Beard, Jones, Mueller, D'Ambra**

- E. CSDA Nomination – Seat A Coastal Network:** Consider nomination of candidate to Seat A of the California Special District Association Board of Directors for the Coastal Network. This is the same nomination process as Seat B. The Board nominated Director Jones at a prior meeting for the Seat B. Director Jones recused herself from the meeting. If Director Jones was nominated, she would be nominated for both Seats. Board consensus was not to nominate her because she was already nominated for Seat B and it could create a voting issue with CSDA.
- F. LAFCO Nomination:** LAFCO has a regular and alternate commissioner seat open. Craig Geyer is the regular commissioner and Cindy Allen is the alternate and both

are running for their seats. Director Jones recused herself from the meeting. Director Beard nominated Director Jones for the regular seat, amended his motion to nominate Director Jones for the regular and alternate seat, Director Mueller seconded, and the motion passed by a roll call vote:

**AYES: Redfern, Beard, Mueller, D'Ambra**

**ABSENT: Jones**

**1. REPORTS**

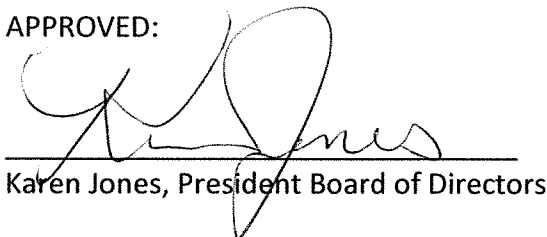
- A. Manager's Report - I attended Solvang WW upgrade meeting with Corolla and informed Solvang the SYCSD wants a least expensive best service option. Staff talked about social distance, protective measures and work from home options due to COVID-19, met with Solvang PW Director, City of Buellton and Teamsters representative.
- B. Legal Counsel's Report – timeline for employee to file discrimination claim has been extended to two years, SB 188 protection against hairstyles, SB 778 provide extension time for providing anti-harassment training for employees until January 2021.
- C. Secretary/Treasurer's Report – 700 forms are due by April 1, 2020 and Ethics and sexual harassment training are due and available online with CSDA.
- D. Committee Reports – GM Ad Hoc committee met and reviewed the hiring criteria, compensation and timeline for the general manager position. Director Jones will reach out to Solvang Joint WW Committee.

**8. DIRECTORS COMMENTS:**

Thank you to the General Manager for your very comprehensive reports and you are setting a standard for the next general manager.

- 9. ADJOURNMENT.** Director Jones adjourned the meeting at 7:58 p.m.  
The next regular Board of Directors meeting is scheduled for Thursday, April 15, 2020.

APPROVED:



Karen Jones, President Board of Directors

ATTEST:



Wendy Berry, Secretary Board of Directors