



**SANTA YNEZ COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' REGULAR MEETING  
Minutes of May 20, 2020**

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

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

President Jones called the meeting to order at 5:35 pm.

**2. ROLL CALL:**

Secretary Berry called the roll. Directors Present: Jones, D'Ambra, Beard, Absent Redfern and Mueller. Director Redfern arrived at 5:34 p.m. Staff Present: Interim General Manager John D'Ornellas, Secretary/Treasurer Wendy Berry. Legal Counsel, Rick Battles by teleconference.

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

No public comment

**4. CONSENT ITEMS:**

- A. Approval of Regular Meeting Minutes of April 15, 2020
- B. Approval of Finance Committee meeting Minutes of April 28, 2020
- C. SYCSD Treasurer's Dashboard April Report
  - 1. Approval of Disbursements from April 10, 2020 to May 14, 2020
  - 2. Profit & Loss Budget Performance

Director Beard motioned to approve the consent agenda as presented, Director D'Ambra seconded and the motion passed by a roll call vote:

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

**5. ACTION ITEMS:**

- A. **Refund Out of Service Agreement 2501 Janin Way:** The property owners at 2501 Janin Way asked for a refund of their \$3500.00 admin fee for the put-of-agency agreement. A sewer line was not able to be installed because of CAL Trans and the Marcellino Water District would not allow sewer to be installed in Janin Acres and they did not want their private

roads torn up. The District spent \$4381.00 on engineering and legal fees for this property. They were refunded \$9553.00 which was the rest of their money. Director Beard motioned to not issue a refund, Director D'Ambra seconded and the motion passed by a roll call vote:

**Ayes: Beard, Redfern, Jones, D'Ambra Absent: Mueller**

**B. Horizon Drive Mainline Project Updates:**

Staff started the SRF loan process. Staff designed a survey letter to be sent to the residents on Horizon and Stadium. Board consensus was to send out the survey but make the change to remove the line about offering the same interest rate to the homeowner as the loan interest rate. Cannon Engineering reviewed all the different connection possibilities for Stadium and the most feasible and cost-effective alternative is 4A which is to install the line on Horizon and then continue up Refugio Road and then go down Stadium.

**C. Fiscal Year 2020/21 Budget:**

Staff reviewed the first draft of the budget. The issues that will affect the budget is how much staff time will be spent at the WWTP, the new general manager's salary, and how much the City of Solvang's upgrade will be. Staff is projecting to move \$403,703 into reserves. Staff will bring the final draft to the Board at the June meeting. A rate study will need to be completed by the end of next fiscal year.

**D. Tax Role:** Resolution 20-02 is the first step in placing the sewer fees and other related charges on the tax role. The next step is preparing the report and holding a hearing which will be at the June 17, 2020 regular meeting and will be advertised in two Thursday editions and one Tuesday edition in the SYV News. Director Beard motion to adopt Resolution 20-02, Director Redfern seconded and the motion passed by a roll call vote:

**Ayes: Beard, Redfern, Jones, D'Ambra Absent: Mueller**

**E. Sanitary System Management Plan (SSMP) and Overflow Emergency Response Plan (OERP).** Paul Causey from Causey Consulting finished the SSMP. The SSMP must be updated every five years and every two years it needs to be audited. Next year, the SSMP will need to be audited to stay on the required auditing schedule. Director D'Ambra motioned to adopt Resolution 20-03, approving the updates of the SSMP, Director Beard seconded and the motion passed by a roll call vote:

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

**F. Certificate of Deposit (CD) Renewal:** A \$150,000 CD came due. The CD interest rates are much lower and the District can buy another CD when the rates go back up. Director Beard motioned to move the money to Fivestar Bank, Director D'Ambra seconded and the motion passed by a roll call vote.

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

**A. Manager's Report:** Solvang will defer the bulk of the WWTP upgrade, City of Buellton picked up free face masks through the CALWARN program and the District should look at joining the CALWARN program which offers mutual aid assistance

when an emergency occurs, the Chumash is moving forward for WW Treatment certification through the Arizona Tribal organization.

- B. **Legal Counsel's Report:** Court of Appeal regarding bias of a board member and the board member conflict with issuing a permit.
- C. **Secretary/Treasurer's Report:** The District will have three seats up for election and candidate filing starts July 13 and closes August 7, 2020. Paul Hood, the executive officer of LAFCO passed away. Condolences to his family and LAFCO. SB County is holding a public hearing for a flood assessment.
- D. **Committee Reports:** The Finance Committee reviewed the budget and had no changes, however the District was waiting to see how much revenue would be received from the County.

**7. DIRECTORS COMMENTS:**

The Board thanked John for navigating the Board through this time.

**8. CLOSED SESSION – LABOR NEGOTIATIONS**

- A. Public comments on closed session agenda item: **No public comment**
- B. Enter closed session pursuant to Government Code Section 54957.6: Conference with labor negotiator: Agency designated representative: John D'Ornellas, Interim General Manager. **The Board entered closed session at 8:02 p.m.**

Unrepresented employee: General Manager

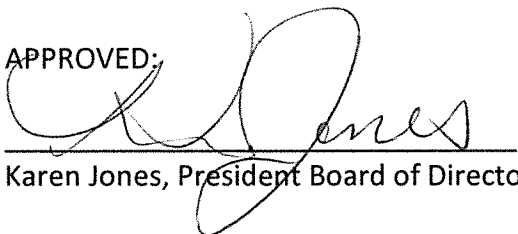
Reconvene to open session and public report on action (if any) taken in closed session. **The Board reconvened at 9:09 p.m. with no reportable action.**

- 9. ADJOURNMENT.** Director Redfern motioned to adjourn the meeting at 9:10 p.m., Director D'Ambra seconded, and the motion passed by a roll call vote:

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

The next regular Board of Directors meeting is scheduled for Wednesday May 20, 2020.

APPROVED:

  
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Karen Jones, President Board of Directors

ATTEST:

  
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Wendy Berry, Secretary Board of Directors