



**SANTA YNEZ COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' SPECIAL MEETING  
Minutes of JULY 22, 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, Redfern Absent: Mueller. Staff Present: General Manager Jose Acosta, Interim General Manager John D'Ornellas, Secretary/Treasurer Wendy Berry. Legal Counsel, Rick Battles

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

No public comment

**4. CONSENT ITEMS:**

- A. Approval of Regular Meeting Minutes of June 17, 2020.
- B. Approval of Finance Committee Meeting Minutes of June 11, 2020
- C. SYCSD Treasurer's Dashboard June Report
  - 1. Approval of Disbursements from June 17, 2020 to July 17, 2020
  - 2. Profit & Loss Budget Performance
- D. Treasurer Report – Submittal and review quarterly cash position pursuant to Government Code §61053 for quarter ending 06-30-2020.

**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. **Installment Payment Plan APN 141-360-025.** The installment payment plan allows property owners to place the capacity fees for connecting to sewer and other related costs on the tax roll. The property owners at 3250 Samantha Drive would like to participate in the installment payment plan and they signed the agreement on 06-22-20 initiating the process. The estimated costs are \$25,564.72 with a 20-year term and interest rate of 4.25%. Staff will present the final Resolution at the August 19, 2020 regular meeting. **Director Beard motioned to approve the installment payment plan agreement, direct staff to publish a protest hearing and bring the approval resolution to your Board at the August meeting and to include a due on sale provision in the approval resolution, Director Redfern seconded and the motion passed by a roll call vote:**

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

- B. **Horizon Drive Mainline Project Updates:** Once the District obtained the easements and pump station from the Golden Inn, the Board authorized the easement acquisition and the environmental process to begin. The Board authorized Terra Verde Environmental to assist staff with the environmental work and Hamner and Jewell for the easement process. The three easements needed are: Hart, Lee, and Larson. The Clean Water State Revolving Fund (CWSRF) loan process has been started. **Director D'Ambra motioned to authorize the General Manager and legal counsel to negotiate the easement acquisition and approve the offer packages, Director Beard seconded and the motion passed by a roll call vote:**

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

- C. **CWSRF Authorizing Resolution:** The Water Board requires an authorized representative to sign on behalf of the District. The CWSRF loan currently, is the least expensive at 1.4% for 15 years but is a very lengthy bureaucratic process. Another option is the CSDA financing at 2.9% for 15 years and has no lengthy bureaucratic process. The CWSRF loan can be lengthened for 20-30 years however CSDA financing is only for 15 years so the amortized loan was calculated at 15 years to have the same terms for comparison. The cost savings between the two loan options is \$100,000. **Director Beard motioned to adopt Resolution 20-08 authorizing the General Manager to submit a CWSRF loan application for the Horizon Drive mainline extension project, Director Redfern seconded, and the motion passed by a roll call vote:**

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

- D. **Engineer's Proposal CWSRF and Horizon Drive project:** The SRF application process requires stamped engineering plans. Cannon has submitted a proposal to assist in the SRF loan process, plans/specifications, bidding and construction services based on time and materials not to exceed \$44,000 for the Horizon Drive project. **Director Beard motioned to accept the proposal and have services performed as under the current Cannon contract subject to review and approval by district legal counsel and the general manager, Director D'Ambra seconded and the motion passed by a roll call vote:**

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

- E. **Management Consulting Agreement:** The Interim General Manager's employment agreement essentially ended with the hiring of the permanent full-time General Manager. The Board had expressed interest in retaining the former interim general manager under

contract to consult in any administrative items or projects that may come up in the near future. The consulting agreement changes the relationship from employee to consultant with standard provisions of other consultants. **Director D'Ambra motioned to approve the consulting agreement with John D'Ornellas, Director Beard seconded, and the motion passed by a roll call vote:**

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

**6. DIRECTORS COMMENTS:**

None

**7. REPORTS**

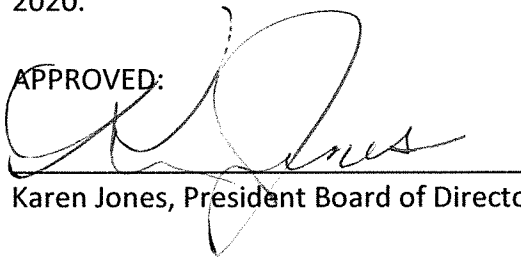
- A. Manager's Report – The new general manager began on July 20, 2020. He has had lots of dialogue with the interim general manager reviewing the issues and the District is fortunate to have John's experiences to make for a smooth transition. John stated the board, staff and consultants have been a big help and he will be watching the Horizon progress.
- B. Legal Counsel's Report – Political Reform Act and FPPC. If you have a potential conflict of financial interest you must recuse yourself, partial absenteeism doesn't count. Voting Acts Right – City of Santa Monica was the first court decision to favor a City in a racially polarized case
- C. Secretary/Treasurer's Report – The candidate filing period opened on July 13 and there are three seats available so the current Board members should file their paperwork if they want to run
- D. Committee Reports - None

**8. ADJOURNMENT.** Director D'Ambra motioned to adjourn the meeting at 6:55 p.m., Director Redfern 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, August 19, 2020.

APPROVED:



Karen Jones, President Board of Directors

ATTEST:



Wendy Berry, Secretary Board of Directors