



**Santa Ynez Community Services District
Board of Directors Regular Meeting
Minutes from November 20, 2024**

NOTE: This Meeting was held in person, with a Zoom link provided on the Agenda

1. CALL TO ORDER - 5:30 PM OPEN SESSION

President Redfern called the meeting to order at 5:30 PM.

2. ROLL CALL:

The directors present were Redfern, Beard, and Padelford. Director Jones attended via Zoom. Staff Present were Loch Dreizler, General Manager/Treasurer, and Alicia Marin, Office Manager/Board Secretary.

3. DIRECTOR'S COMMENTS:

Director Padelford shared her appreciation for the service location of each of the 5 PG&E bills noted on the monthly Disbursements document.

Directors Jones congratulated the newly elected board members Don Kelleher and Brett Marymee and President Redfern on his re-election.

4. PUBLIC COMMENT:

Brett Marymee introduced himself to the Board and staff.

5. REPORTS:

A. General Manager:

- i. Mr. Dreizler shared that the newly elected directors would be sworn in at the December 18th board meeting. Additionally, board officer elections will be held at that meeting. Finally, the committee assignments will take place at the January 15th meeting.
- ii. He shared that a board orientation packet is finished, and an informal board orientation is available for the new board directors.
- iii. He shared that he took the required Sexual Harassment Training course.
- iv. Lastly, he shared that the District's legal counsel will be attending the closed session portion of the board meeting.

B. Legal Counsel: Non-Applicable

C. Board Secretary: Mrs. Marin shared that she finished the Board Orientation packet for incoming board members. She shared that she's continuing to work on the newly created "master" database of the District. She shared that the fiscal year ending 2024 audit has been completed by the District's accounting consultant, Eide Bailly. Lastly, she said she started the district employees' benefits renewal process the following year.

D. Committees:

- i. Regarding the Finance Committee that met on November 6, Director Padelford shared her satisfaction with explaining why the District's Certificate of Deposit interest rates differ from what is seen online.
- ii. Regarding the Wastewater Committee that met on November 6, President Redfern shared that they discussed the system.
- iii. Regarding the Personnel Committed that met on November 12, President Redfern shared that the [Operations] staff was present, and the meeting went well. Director Jones also commented on the meeting and expressed her concern about being accurate with subject matter descriptions when describing agenda items.

6. CONSENT ITEMS:

- A. Regular Meeting Minutes of October 16, 2024
- B. Wastewater Committee Minutes of November 6, 2024
- C. Finance Committee Minutes of November 6, 2024
- D. Personnel Committee Minutes of November 12, 2024
- E. Previous Month's Disbursements
- F. Monthly Bank Account Balance
- G. Budget to Actual (July 1-September 30, 2024)
- H. Director's Meeting Attendance Tracker Regular

Director Beard motioned to approve the Consent Items. Director Padelford seconded the motion. After a roll call vote, the motion passed unanimously.

7. ACTION ITEMS:

- A. Discuss the *Operations and Maintenance Activity Report* - Develop a template and the frequency with which the activity report will be presented to the Board in future consent items.**

The Board and General Manager discussed the Operations and Maintenance Activity Report. Mr. Dreizler shared examples of the employees' weekly activity schedules and a daily log. After further discussion, Mr. Dreizler will continue fine-tuning the report to be submitted as a quarterly consent item beginning in the new year.

- B. Ductile Iron Pipe Cleaning and Video: Discuss using a pipe density analysis instead of our cleaning/video contractor and District engineer to determine the necessity of pipelining.**

Mr. Dreizler shared that Mainline could run their camera down some of the ductile iron pipes in the District. Two of the pipes were discovered to be in bad condition, and Mainline declined to clean them out of safety concerns. Mainline was able to clean other pipes in the District.

Director Padelford motioned that after Mainline has completed their inspection and cleaning, the Board will have a special meeting to review and have Mainline explain his observations. Director Beard seconded the motion. After a roll call vote, the motion passed unanimously.

C. Discuss the procedures and requirements for increasing the compensation payable to the Santa Ynez Community Services District's Board of Directors. The discussion could lead to adopting a new Ordinance pending a Public Hearing.

Mr. Dreizler shared that the Board last raised the Director's compensation in April 2023, the first time in over 10 years that they had received an increase.

Director Jones motioned to approve staff to prepare and post a Public Notice about the Public Hearing for increasing the compensation payable to the Santa Ynez Community Services District's Board of Directors. President Redfern seconded the motion. A roll call vote was taken, and the motion passed unanimously.

D. Resolution for Director Jones to recognize 8 years of service with the District. Resolution to be distributed at Board Meeting.

President Redfern motioned that the Santa Ynez Community Services District resolves to recognize the Board's appreciation for Director Karen Jones's services by adopting the resolution as written. Director Padelford seconded the motion. A roll call vote was taken, and the motion was passed unanimously.

E. General Manager, Annual Performance Review. Conference with Labor Negotiators (Govt. Code § 54957.6) Agency designated representatives: Board President Frank Redfern and Unrepresented employee: General Manager Loch A. Dreizler. And, if necessary, discuss any contract agreement or compensation modifications.

i. Closed Session – General Manager Evaluation

ii. Reconvene to Open Session – Reportable Action out of Closed Session

General Legal Counsel Jeff Hoskinson joined the meeting.

The closed session started at 6:39 PM and ended at 7:21 PM.

There was no reportable action during the closed session. However, the Board agreed that the GM could work from home one day a week when staffing is at a traditional and responsible level.

8. INFORMATIONAL ITEMS: None

9. ADJOURNMENT:

Director Jones motioned to adjourn the meeting at 7:27 PM; Director Padelford seconded the motion. A roll call vote was taken, and the motion passed unanimously.

APPROVED:

ATTEST:

Frank Redfern, Board President

Alicia Marin, Board Secretary

SANTA YNEZ COMMUNITY SERVICES DISTRICT
Disbursements 11/01-11/30/24

Date	Check #	Vendor/Employee/Payee	Amount
11/8/2024	18006	Coastal Copy, Inc.	\$ 94.13
11/8/2024	18007	Comcast 7439	\$ 99.95
11/8/2024	18008	Eide Bailly LLP	\$ 7,666.00
11/8/2024	18009	Environmental Health Services	\$ 738.00
11/8/2024	18010	FGL (Fruit Growers Laboratory) Environmental	\$ 1,203.00
11/8/2024	18011	O'Connor Pest Control	\$ 184.00
11/8/2024	18012	SmartCover Systems	\$ 224.00
11/8/2024	18013	Smith's Alarms & Electronics Inc	\$ 300.00
11/20/2024	18014	Advanced Flow Measurement	\$ 1,200.00
11/20/2024	18015	Anthony Giacinto	\$ 103.83
11/20/2024	18016	Brenntag Pacific, Inc.	\$ 1,059.75
11/20/2024	18017	Cannon Corporation	\$ 420.00
11/20/2024	18018	City of Solvang	\$ 20,000.00
11/20/2024	18019	Cnty of SB Resource Recovery & Waste Mgmt	\$ 80.00
11/20/2024	18020	Dahl Air Conditioning Inc.	\$ 536.87
11/20/2024	18021	Intechrity IT Solutions	\$ 353.75
11/20/2024	18022	Jessie's Spotless Cleaning	\$ 130.00
11/20/2024	18023	Marborg Industries	\$ 77.10
11/20/2024	18024	Mission Communications, LLC	\$ 705.00
11/20/2024	18025	Mountain Spring Water	\$ 87.45
11/20/2024	18026	Nviro	\$ 1,794.89
11/20/2024	18027	O'Connor Pest Control	\$ 184.00
11/20/2024	18028	Underground Service Alert/SC	\$ 52.55
11/20/2024	18029	Wells Fargo Vendor Financial Svcs, LLC	\$ 134.69
11/20/2024	18030	ZWorld GIS	\$ 1,275.00
11/1/2024	ACH241101	PG&E (Pacific Gas & Electric) - <i>District Street Lights</i>	\$ 104.24
11/4/2024	ACH241104	Comcast 5776	\$ 64.57
11/5/2024	ACH241105A	PG&E (Pacific Gas & Electric) - <i>Chumash Street Lights</i>	\$ 84.62
11/5/2024	ACH241105B	PG&E (Pacific Gas & Electric) - <i>SYCSD District Office</i>	\$ 428.17
11/5/2024	ACH241105C	PG&E (Pacific Gas & Electric) - <i>Chumash Res. Lift Station</i>	\$ 478.00
11/5/2024	ACH241105D	PG&E (Pacific Gas & Electric) - <i>Hwy 246 Pump Station</i>	\$ 1,079.36
11/8/2024	ACH241108	Verizon Wireless	\$ 205.44
11/12/2024	ACH241112A	Comcast 5809	\$ 135.12
11/12/2024	ACH241112B	NBS (National Benefit Svcs) Contributions	\$ 1,841.71

SANTA YNEZ COMMUNITY SERVICES DISTRICT
Disbursements 11/01-11/30/24

Date	Check #	Vendor/Employee/Payee	Amount
11/12/2024	ACH241112C	NBS (National Benefit Svcs) Contributions	\$ 2,985.26
11/13/2024	ACH241113	Frontier	\$ 60.53
11/14/2024	ACH241114A	SYRWCD ID#1 (Santa Ynez River Water Conservation District ID#1)	\$ 58.18
11/14/2024	ACH241114B	SYRWCD ID#1 (Santa Ynez River Water Conservation District ID#1)	\$ 78.78
11/18/2024	ACH241118	National Benefit Svcs Operations	\$ 15.00
11/25/2024	ACH241125A	NBS Contributions	\$ 3,334.10
11/25/2024	ACH241125B	NBS Contributions	\$ 1,876.80
11/26/2024	ACH241126	Five Star CC (credit card)	\$ 2,887.28
Number of Checks:		24	\$ 37,428.96
Number of ACHs:		18	\$ 16,992.16
TOTAL Disbursements:			\$ 54,421.12

Santa Ynez Community Services District Account Balances

As of November 30, 2024

Alicia Marin, Board Secretary

ACCOUNT	11/30/2024 Balance	10/31/2024 Balance	11/30/2023 Balance	<i>Month-to-Month Comparison</i>	<i>Year-to-Year Comparison</i>
Checking	\$ 151,614.75	\$ 166,878.56	\$ 536,372.43	\$ (15,263.81)	\$ (384,757.68)
Five Star Money Market	\$ 4,833,272.70	\$ 4,815,321.50	\$ 3,801,694.56	\$ 17,951.20	\$ 1,031,578.14
Horizon Drive Reserve	\$ 135,348.42	\$ 134,845.72	\$ 129,679.54	\$ 502.70	\$ 5,668.88
Mechanic's Bank Money Market	\$ 5,295.28	\$ 5,295.20	\$ 5,364.22	\$ 0.08	\$ (68.94)
Local Agency Investment Fund (LAIF)	\$ 176,070.71	\$ 176,070.71	\$ 168,553.41	\$ -	\$ 7,517.30
King's Capital (CD's)	\$ 972,298.01	\$ 963,609.85	\$ 923,686.27	\$ 8,688.16	\$ 48,611.74
TOTAL	\$ 6,273,899.87	\$ 6,241,495.42	\$ 5,565,350.43	\$ 32,404.45	\$ 708,549.44

Board Meeting Attendance (max \$1,050 per month per director)

Board Meetings (\$175)	Date	Frank Redfern	David Beard	Karen Jones	Tina Padelford	TOTAL
Regular Board Meeting	11/20/2024	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 700.00
Special Board Meeting						\$ -
Sub-Total		\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 700.00
Standing Committees (\$87.50)						
Finance						\$ -
Personnel						\$ -
Community Interface						\$ -
Wastewater Treatment						\$ -
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
Ad-Hoc Committees (\$87.50)						
Board Policy Review						\$ -
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
Other Meetings (\$87.50)						
Pre-Agenda with GM	12/11/2024	\$ 87.50				\$ 87.50
SBC CSDA Meeting						\$ -
Misc.						\$ -
Sub-Total		\$ 87.50	\$ -	\$ -	\$ -	\$ 87.50
TOTAL		\$ 262.50	\$ 175.00	\$ 175.00	\$ 175.00	\$ 787.50