

SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

SPECIAL MEETING

May 18, 2017

5:30 P.M.

1070 Faraday, Santa Ynez, CA

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **DIRECTOR COMMENTS:** Directors will give reports on any meetings that they attended on behalf of the District and/or choose to comment on various District activities.
5. **PUBLIC COMMENTS:** Members of the public may address the Board on any items appearing on the agenda. (Government Code - § 54954.3)
6. **CONSENT AGENDA: (ACTION-VOTE)**

The following items are considered routine and non-controversial and may be approved by one motion if no member of the Board asks to have an item removed. If discussion is desired, the item may be removed from the Consent Agenda by any Board member and will be considered separately. Questions or clarifications may be made by the Board members without removal from the Consent Agenda. All individual items on the Consent Agenda are approved by a single vote that approves the entire Consent Agenda, unless an item is pulled for separate consideration. Members of the public may comment on the Consent Agenda items.

- A. Approval of Minutes of the Regular Meeting of April 19, 2017.
- B. Approval of Minutes of the Special Meeting of April 19, 2017
- C. Approval of Disbursements from April 20, 2017 through May 18, 2017

7. **ACTION ITEMS: (ACTION-ROLL CALL VOTE)**
 - A. (1) **PUBLIC HEARING:** Public hearing on approval of installment payment plan, election to have installment payments collected on tax roll, and imposition of lien to secure payment for 3151 Samantha Dr., APN# 141-360-08.
 - (2) Adopt Resolution 17-02, Resolution of the Board of Directors of the Santa Ynez Community Services District approving Installment Payment Plan for 3151 Samantha Drive.

- B. Adopt Resolution 17-03, Resolution of the Board of Directors of the Santa Ynez Community Services District electing to have sewer fees and charges collected on the tax roll for fiscal year 2017-2018, directing the preparation and filing a report, fixing the time and place for hearing and providing for notice thereof.
- C. Introduction and first reading of Ordinance O-17-01, Ordinance of the Board of Directors of the Santa Ynez Community Services District determining amount of real property tax to be levied within the Santa Ynez Community Services District in the Fiscal Year 2017-2018.
- D. Selecting a time and date for the Board workshop to review policies and procedures. (No staff report)

8. **INFORMATION ITEMS:**

- A. Update on the proposal for Dunn School
- B. Preliminary findings of the Grand Jury report for West Santa Ynez

9. **REPORTS:**

- A. Manager's Report
- B. Legal Counsel's Report
- C. Secretary/Treasurer Report
- D. Committee Reports

10. Tentative agenda items: Budget, Sewer Code, Employee Handbook, Mainline Sewer Extension Agreement, Design Specifications, revise water softener ordinance.

11. **ADJOURNMENT**

SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

REGULAR MEETING MINUTES

April 19, 2017

5:30 P.M.

1070 Faraday, Santa Ynez, CA

BOARD MEMBERS PRESENT: David Higgins Frank Mueller
 David Seymour Karen Jones
 Carl Maler

OTHERS PRESENT: Ryan Toussaint, Joan Jamieson, Winston Craven, Terri Kaslow, Bob Field

1. **CALL TO ORDER:** President Seymour called the meeting to order at 5:34 p.m.
2. **ROLL CALL:** Maler, Higgins, Seymour, Mueller, Jones
3. **PLEDGE OF ALLEGIANCE:** Director Higgins led the pledge of allegiance.
4. **DIRECTOR COMMENTS:** None
5. **PUBLIC COMMENTS:** Bob Field wanted to know why there was no reference to Los Olivos in the Director's comments. Karen Jones watched the meeting on the internet and said it was interesting with the large turnout of the people and LAFCO responded to the community. Jeff Hodge stated the last official action of the Board was to submit the letter that didn't oppose or wouldn't take any further action on Los Olivos.
6. **CONSENT AGENDA:**
 - A. Approval of Minutes of the Regular Meeting of March 15, 2017. Item A was removed from the consent agenda by Director Jones.
 - B. Approval of disbursements from March 16, 2017 through April 19, 2017.
 - C. Cash position for Quarter ending 3/31/17 pursuant to Government Code §61053.

Director Higgins motioned to approve items B and C of the consent agenda, Director Seymour seconded and the motion passed with five ayes: Seymour, Jones, Mueller, Higgins, Maler

Director Jones motioned to amend the minutes from the March 15, 2017 meeting to include she wants to be a member of the Ad Hoc committee to review the policies and procedures, Director Mueller seconded and the motion passed with five ayes:

Higgins, Seymour, Mueller, Jones, Maler.

Director Jones motioned to approve the minutes as amended, Director Higgins seconded and the motion passed with five ayes: Higgins, Seymour, Mueller, Maler, Jones.

7. **ACTION ITEMS:**

- A. Approval of the Installment Payment Agreement for APN# 141-360-008. 3151 Samantha Drive needs to connect to sewer and they are asking to be approved for the installment payment plan. **Director Seymour motioned to approve the Installment Payment Agreement for APN #141-360-08 and direct staff to undertake the proceedings to develop and bring back the Approval Resolution for the Installment Payment plan, Director Jones seconded and the motion passed by a roll call vote: ayes; Jones, Mueller, Seymour, Higgins, Maler.**
- B. Consideration and action regarding (A) Process for Development and review of revised policies and procedures applicable to the Board of Directors and staff, (B) use of committee for such development and review, and (C) appointment of committee members. **Director Higgins motioned to dissolve the AD Hoc committee established to review the policies and procedures and do the process in a Board workshop, Director Seymour seconded and the motion passed by a roll call vote: ayes; Higgins, Seymour, Mueller, Maler Noes; Jones.**
- C. Draft a formal agreement with Dunn School to assist in the undertaking of developing an operation manual for their wastewater system. Dunn school contacted the District to ask for help with developing an operation manual for their wastewater system because it is one of the items on their Notice of Violation. **Director Mueller motioned to direct staff to generate a proposal for Dunn School, Director Seymour seconded and the motion passed by a roll call vote: ayes; Jones, Mueller, Seymour, Higgins, Maler.**

8. **REPORTS:**

A. Manager's Report

- Monthly Flows - Please see attached charts. In February, the large spike was Solvang working on repairing the neglected wet well. The increase from about February 18 through March 5th was due to the damaged sewer line taking in runoff water until it was fixed.
- Solvang waste discharge permit violations. Attached is Solvang's required report. It shows violations that are caused by their experimentation trying to get their plant to meet new standards that are being required by the Regional Board. We have offered to help in any way needed. The District will be billed 20% for any fines or other learning costs associated with this required enhancement of the treatment plant.

- Chumash request for annexation of the 365 “Triangle” parcel. See attached email from Sam Cohen, Chumash Governmental Affairs and Legal Officer, to Paul Hood, Executive Director, Santa Barbara LAFCO.
Bob Field in public comments on this item stated, he strongly suggests that the District does not get involved in this because it is not in the District’s Sphere of Influence.
- Santa Barbara CSDA monthly meeting – The next CSDA meeting will be held at the Santa Ynez Valley Marriott, Monday, April 24, 2016 at 5:30 p.m. Harry E. Hagen, Treasurer-Tax Collector-Public Administrator County of Santa Barbara
- The regular meeting has been cancelled and the District will have a special meeting on May 18, 2017.

B. Legal Counsel Report

Existing law -Anyone can request to inspect all public documents during regular office hours at all times. Anyone can request a copy of a record, the agency must make the records promptly available. A new bill poses an agency can post an agency’s records on the internet website and refer a member of the public to the website when they make a request to inspect public records and a member of the public goes to the website and can’t get the information off the website, the District must make a copy available.

SB 1436 before final action on the salary paid to the General Manager in open session, the District has to orally report a summary of the recommendation of the final action but doesn’t specify who makes that report.

C. Secretary Report

- The budget committee needs to meet in May to review the draft budget.
- The Regular Meeting in May needs to be rescheduled, rescheduled date is May 18, 2017.
- The District received the SDRMA Safety allowance of \$1000.00.
- I attended the CalOES/FEMA training for the broken sewer line claim from the February storm. If approved, the District should be reimbursed for most of the costs spent to repair that line.

9. **ADJOURNMENT:** Director Seymour adjourned the meeting at 7:11 p.m.
10. **TENTATIVE AGENDA ITEMS FOR FUTURE MEETINGS:** Employee Handbook, Sewer Code, Design Specifications, Mainline Extension Agreement, revise water softener ordinance.

APPROVED:

David Seymour, President of the Board

Wendy Berry, Secretary of the Board

SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

SPECIAL MEETING MINUTES

April 19, 2017

3:00 P.M.

1070 Faraday, Santa Ynez, CA

BOARD MEMBERS PRESENT: David Higgins Frank Mueller
David Seymour Karen Jones
Carl Maler

OTHERS PRESENT: None

1. **CALL TO ORDER:** The meeting was called to order at 3:00 p.m.
2. **ROLL CALL:** Higgins, Mueller, Maler, Jones, Seymour
3. **PUBLIC COMMENTS:** None
4. **AB 1825 SEXUAL HARASSMENT TRAINING FOR BOARD MEMBERS.** The Board of Directors watched a 2-hour seminar on sexual harassment to comply with the AB 1825 requirements.
5. **ADJOURNMENT:** Director Seymour adjourned the meeting at 5:10 p.m.

APPROVED:

David Seymour, President of the Board

Wendy Berry, Secretary of the Board

Santa Ynez Community Services District Account QuickReport

As of May 18, 2017

Date	Num	Name	Amount	Tribe
05/01/2017	13453	All Around Landscape Supply	\$ 116.83	
05/01/2017	13454	Brenntag Pacific Inc.	\$ 877.02	\$ 462.72
05/01/2017	13455	Void		
05/01/2017	13456	Comcast	\$ 349.82	
05/01/2017	13457	Corix		\$ 200.63
05/01/2017	13458	FGL Environmental	\$ 76.00	\$ 602.00
05/01/2017	13459	Frontier Communications	\$ 60.04	\$ 46.60
05/01/2017	13460	Graphic Systems	\$ 33.00	
05/01/2017	13461	Howell Moore & Gough LLP	\$ 4,649.00	
05/01/2017	13462	Nielsen Bldg. Materials, Inc.	\$ 24.02	
05/01/2017	13463	Petty Cash	\$ -	
05/01/2017	13466	PG&E	\$ 109.58	
05/01/2017	13467	S.Y.R.W.C.D.	\$ 89.42	\$ 50.72
05/01/2017	13468	Santa Barbara Co. Special Districts Assoc	\$ 80.00	
05/01/2017	13469	Stanley Convergent Security Solutions-HSM	\$ 79.31	
05/01/2017	13470	Staples	\$ 21.10	
05/01/2017	13471	USA Blue Book		\$ 240.10
05/01/2017	13472	Valley Tool Rentals	\$ 105.45	
05/01/2017	13473	Wells Fargo Vendor Fin	\$ 160.55	
05/01/2017	13472	void		
05/01/2017	13476	FGL Environmental		\$ 408.00
05/01/2017	13463	Health Sanitation Services	\$ 48.78	
05/01/2017	13464	PG&E	\$ 848.65	\$ 302.18
05/01/2017	13474	Verizon Wireless	\$ 253.84	\$ 53.70
05/01/2017	13477	void		
05/01/2017	13478	Wendy Berry'	\$ 285.36	
05/12/2017	13479	FGL Environmental		\$ 536.00
05/12/2017	13480	Aceco		\$ 168.00
05/12/2017	13481	All Around Landscape Supply	\$ 19.75	
05/12/2017	13482	Business Card	\$ 1,257.14	\$ 584.74
05/12/2017	13483	Cannon Associates	\$ 5,314.25	
05/12/2017	13484	City of Solvang	\$ 18,000.00	
05/12/2017	13485	Coastal Copy	\$ 70.85	
05/12/2017	13486	Corix		\$ 200.63
05/12/2017	13487	Crystal Springs Water Co.		\$ 16.55
05/12/2017	13499	void		
05/12/2017	13488	FGL Environmental		\$ 812.00
05/12/2017	13489	Harrison Hardware	\$ 135.30	\$ 321.85
05/12/2017	13490	Howell Moore & Gough LLP	\$ 3,471.00	
05/12/2017	13491	Lee Central Coast Newspapers	\$ 1,201.64	
05/12/2017	13492	National Benefit Services, LLC	\$ 18.00	
05/12/2017	13493	Petty Cash	\$ 75.15	\$ 71.54
05/12/2017	13494	RMC Water and Environment	\$ 2,388.50	
05/12/2017	13495	S.Y.R.W.C.D.	\$ 89.42	\$ 46.42
05/12/2017	13496	Stanley Convergent Security Solutions-HSM	\$ 79.31	
05/12/2017	13497	Underground Service Alert/SC	\$ 22.50	
05/12/2017	13498	US Bank Voyager Fleet Sys.	\$ 238.70	
05/12/2017	13500	Fedak and Brown LLP	\$ 1,200.00	
05/12/2017	13501	Shannon Stewart	\$ 77.27	
			41,926.55	\$ 5,124.38

Total 47,050.93

Approved: _____

**SANTA YNEZ
COMMUNITY SERVICES DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS

PREPARED BY: Wendy Berry, Secretary/Treasurer

FOR: SPECIAL BOARD MEETING

DATE: May 18, 2017

ITEM: Public hearing on approval of installment payment plan for 3151 Samantha Drive, election to have installment payments collected on tax roll, and imposition of lien to secure payment.

SUMMARY: At its April 19, 2017 meeting, the Board approved an Installment Payment Plan Agreement for 3151 Samantha Drive. The Board also directed staff to publish and mail a notice of public hearing and to bring back a resolution providing for the approval of an installment payment plan for the property. A notice of public hearing was published in the paper on April 27, May 4, and May 11, 2017. The notice was emailed to the property owners on April 21, 2017.

RECOMMENDATION: Open the public hearing and hear and consider all protests and objections to (i) the installment payments under the installment payment plan, (ii) the collection of the installment payments on the tax roll, and (iii) the imposition of a lien to secure payment of the installment payments. After closing the public hearing, the Board may (a) adopt, revise, change, reduce or modify the eligible costs and/or interest rate provided for under the installment payment plan, (b) overrule any or all objections, (c) make its final determination as to the terms of the installment payment plan, and (d) adopt Resolution No. 17-03 by at least a 2/3 vote.

ATTACHMENTS:

Project Application
Installment Payment Plan Agreement
Notice of Public Hearing
Resolution No. 17-02
Amortization Schedule

Santa Ynez Community Services District
PO BOX 667, 1070 FARADAY ST.
SANTA YNEZ, CA 93460

PROJECT APPLICATION Permit # _____

Property Address: 3151 SAMANTHA DRIVE, SANTA YNEZ

APN#: _____

Owner Name: CAROL + MARK GREISE Cell Phone: 805-698-0920 ^{-Carol}
805-886-4412

Owner Address: 3151 SAMANTHA DRIVE, SANTA YNEZ ^{Mark}

Owner Email: carolgreise@gmail.com

Authorized Agent: _____ Phone: _____

Mailing Address: _____ Cellphone: _____

Email: _____

Contractor: JOHNSON ^{BEN JOHNSON} EXCAVATION Phone: 805-688-4985

FAX: 805-688-4539 Mailing Address: P.O. Box 987, SANTA YNEZ ⁹³⁴⁶⁰

State License: 939555 Email: JOHNSONEXCAVATION@HOTMAIL.COM

Project Description: CONNECT TO DISTRICT'S
SEWER SYSTEM.

For Official District Use Only

- LAFCO Approved
- Annexed into District
- Fees Paid
- Fees due
- SFD
- Commercial
- Grease Interceptor Required
- Other _____

INSTALLMENT PAYMENT PLAN AGREEMENT

THIS INSTALLMENT PAYMENT PLAN AGREEMENT (this "Agreement"), dated for reference purposes as of 4-19-2017, is made and entered into by and between the Santa Ynez Community Services District, a public agency (the "District"), and the property owner(s) identified on the signature page hereof ("Owner").

Recitals

A. Pursuant to Resolution No. 17-01 adopted on March 15, 2017, the District has established a policy (the "Installment Plan Policy") for approving installment payment plans ("Installment Plans") for connection fees and related-costs for new connections to the District's public sewer system.

B. Owner desires to have the District approve an Installment Plan for the real property owned by Owner at 3151 SAMANTHA DRIVE, Santa Ynez, California (the "Eligible Parcel"). The Eligible Parcel is improved with one or more existing buildings that (i) have kitchen, bathroom or other facilities that produce sewage, and (ii) are connected to a septic system or other on-site private sewage disposal system (the "Existing Buildings").

C. Pursuant to the Installment Plan Policy, Owner is required to enter into this Agreement prior to the approval of the Installment Plan by the District's Board of Directors.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Owner Consent and Waiver. In connection with the approval of the Installment Plan by the District's Board of Directors, Owner hereby consents to and waives the right to protest or object to (i) the imposition of a lien against the Eligible Parcel to secure the installment payments payable under the Installment Plan, (ii) the collection of the Installment Payments on the tax roll, and (iii) the recording of a lien certificate with the Santa Barbara County Recorder to secure the payment of all costs that are covered under the Installment Plan, together with interest thereon.

2. Reimbursement of Costs. If Owner withdraws Owner's request to have the District approve an Installment Plan for the Eligible Parcel before the District's Board of Directors takes action on such request, or if Owner does not complete the connection of the Existing Buildings on the Eligible Parcel to the District's public sewer system within one (1) year after the approval of the Installment Plan by the District's Board of Directors, Owner agrees to immediately reimburse the District for any and all fees and costs incurred by the District relating to Owner's request to have the District approve an Installment Plan for the Eligible Parcel, including but not limited to the following (collectively, "Reimbursable Costs"):

(a) Constructing a side sewer and any necessary plumbing to facilitate the connection of the Existing Buildings to the District's public sewer system.

(b) Converting Owner's on-site septic system or other on-site private sewage disposal system, including the cost of pipes, pumps, and other equipment, and septic system abandonment.

(c) The time of District staff and legal counsel associated with the preparation of this Agreement, the preparation and adoption of the resolution approving the Installment Plan, and the preparation of a lien certificate to secure the payment of amount due to the District from Owner.

(d) Noticing, publication, and recording costs.

If Owner fails to immediately reimburse the District for all Reimbursable Costs, the District shall have the right to (i) collect the Reimbursable Costs on the tax roll, and (ii) record of a lien certificate against the Eligible Parcel with the Santa Barbara County Recorder to secure the payment of the Reimbursable Costs. Owner hereby consents to and waives the right to protest or object to such collection and recording. A release of said lien certificate shall be recorded when the Reimbursable Costs have been paid in full.

3. **No Rights Conferred.** Owner acknowledges, agrees and confirms that the District's Board of Directors may approve or disapprove an Installment Plan for the Eligible Parcel in its sole and absolute discretion and shall be under no obligation to approve an Installment Plan for the Eligible Parcel, even where if Eligible Parcel satisfies all of the requirements under the Installment Plan Policy. By entering into this Agreement, the District does not confer any rights upon the Eligible Parcel, Owner or any other person.

4. **Partial Invalidity.** If any term or provision of this Agreement or the application thereof to any person or circumstance is, to any extent, determined to be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is determined to be invalid or unenforceable, shall not be affected thereby, and each such term and provision of this Agreement shall be valid and unenforceable to the fullest extent permitted by law.

5. **Waivers.** No waiver of any breach of any provision herein and no delay in enforcing performance of any obligation hereunder shall be deemed a waiver of any preceding or succeeding breach, or of any other provision herein, and no such waiver or delay shall impair any right, power or remedy relating to the breach. No extension of time for performance of any obligation or act shall be deemed an extension of the time for performance of any other obligation or act.

6. **Successors and Assigns.** This Agreement shall be binding upon and shall inure to the benefit of the permitted successors and assigns of the parties hereto.

7. **Professional Fees.** In the event of any action or suit arising in connection with the enforcement or interpretation of any of the covenants or provisions of this Agreement, the prevailing party shall be entitled to recover all costs and expenses of the action or suit, including actual attorneys' fees, accounting fees and any other professional fees incurred in connection therewith.

8. **Entire Agreement/Amendments.** This Agreement (including all exhibits attached hereto) is the final expression of and contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings and communications with respect thereto. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligations hereunder be waived, except by a written instrument signed by the party to be charged. The parties do not intend to confer any benefit hereunder on any person, organization or entity other than the parties hereto. All exhibits, schedules and appendices attached to this Agreement are incorporated herein by reference and are made a part hereof.

9. **Time of Essence.** Time is strictly of the essence with respect to each and every term, condition, obligation and provision hereof. Failure to timely perform any of the terms, conditions, obligations or provisions hereof by any party shall constitute a material breach of and a noncurable (but waivable) default under this Agreement by the party so failing to perform.

10. **Construction.** Headings at the beginning of each section, subsection, paragraph and subparagraph are solely for the convenience of the parties and are not a part of this Agreement. Whenever required by the context of this Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties had prepared the same. Unless otherwise indicated, all references to sections, subsections, paragraphs and subparagraphs are to this Agreement.

11. **Governing Law.** The parties agree that (i) this Agreement shall be governed by, interpreted under and enforced in accordance with the laws of the United States of America and the State of California, (ii) in the event of any dispute, the parties shall be subject to the jurisdiction of the courts of the State of California, regardless of their place of residence, and (iii) in any action arising in connection with this Agreement, venue shall be in the County of Santa Barbara, State of California, United States of America.

12. **Signatures.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. In the event executed copies of this Agreement, or of any notices permitted or required hereunder, are provided by one party to the other(s) by facsimile or email transmission, the facsimile or email copies and the signatures thereon shall for all purposes be treated as originals. Owner represents and warrants to the District that the person(s) signing this Agreement as Owner is/are the sole owner(s) of the Property, or if the Property is owned by a legal entity, that such person(s) has/have full legal authority to sign this Agreement on behalf of such entity and to bind the entity to the terms hereof.

13. **Notices.** Any notices permitted or required hereunder shall be in writing and shall be (a) given by personal delivery, (b) mailed by certified or registered mail, postage prepaid, return receipt requested, (c) sent by reputable overnight delivery service (e.g., UPS, Federal Express, DHL or Airborne), or (d) sent by facsimile or email transmission using the contact information set forth below.

To District:

Santa Ynez Community Services District
Attn: General Manger
1070 Faraday Street
P.O. Box 667
Santa Ynez, CA 93460
FAX: (805) 688-3006
Email: jhodge@sycsd.com

To Owner:

CAROL & MARK GREISE
3151 SAMANTHA DRIVE
Santa Ynez, CA 93460
FAX: _____
Email: carolgreise@gmail.com

Any party may change its contact information for notice purposes by giving notice of such change in the manner set forth above.

14. **Assignment.** Neither party may assign its rights or delegate its obligations under this Agreement, in whole or in part, without the prior written consent of the other party.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date(s) set forth below.

“DISTRICT”

SANTA YNEZ COMMUNITY SERVICES DISTRICT,
a public agency

By: _____
David Seymour,
President of the Board of Directors

ATTEST:

By: _____
Wendy Berry,
Secretary of the Board of Directors

Date: _____

“OWNER”

Carol Greise
(Owner's signature)

(Owner's name and title, if applicable)

Mark Greise
(Owner's signature)

(Owner's name and title, if applicable)

Date: 4-19-2017

EXHIBIT "A"

SANTA YNEZ COMMUNITY SERVICES DISTRICT

**NOTICE OF PUBLIC HEARING ON APPROVAL OF INSTALLMENT PAYMENT
PLAN, ELECTION TO HAVE INSTALLMENT PAYMENTS COLLECTED
ON TAX ROLL, AND IMPOSITION OF LIEN TO SECURE PAYMENT**

**3151 Samantha Dr., Santa Ynez, California
Assessor's Parcel Number 141-360-008**

On March 15, 2017, the Board of Directors of the Santa Ynez Community Services District ("District") adopted Resolution No. 17-01 establishing a policy for approving installment payment plans ("Installment Plans") for connection fees and related costs for new connections to District's public sewer system, as permitted by Health and Safety Code Sections 5463 et seq. The owners of the property located at 3151 Samantha Dr., Santa Ynez, California, and designated as Assessor's Parcel Number 141-360-008 (the "Property") have asked the District to approve an Installment Plan for the Property. If approved, the following terms will apply to the Installment Plan:

Approved Costs: 22,366.32

Annual Interest Rate: 5.0%

Total Interest: \$13,273.32

Payment Amounts: Commencing in fiscal year 2017-2018, the unpaid balance of principal and interest thereon will be fully amortized over twenty (20) years with equal installments being due and payable two (2) times per year at the time the property tax bills for the Property are due, resulting in forty (40) payments in the amount of \$890.99 each (the "Installment Payments").

The Installment Payments will be collected on the tax roll and will constitute a lien against the Property.

NOTICE IS HEREBY GIVEN that on Thursday, May 18, 2017, at the hour of 5:30 p.m., at 1070 Faraday Street, Santa Ynez, California, the District's Board of Directors will hear and consider all protests and objections to (i) the Installment Payments payable under the Installment Plan, (ii) the collection of the Installment Payments on the tax roll, and (iii) the imposition of a lien to secure payment of the Installment Payments. Oral or written protests and objections may be made at the hearing.

By order of the Board of Directors of the Santa Ynez Community Sewer Services District

Dated: Monday April 24, 2017

Amortization Table (005).xls

LOAN DATA

TABLE DATA

Loan amount:	\$22,366.32	Table starts at date:	
Annual interest rate:	5.00%	or at payment number:	
Term in years:	20	# of Days out for first payment	30
Payments per year:	2	Regular Pmt	\$890.99 \$35,639.60 20
First payment due:	7/1/2017	Mortgage + PMT	\$890.99 \$35,639.60 20.0
Extra Payment:	\$0.00	SAVINGS	\$0.00 0.0
PERIODIC			
PAYMENT	Entered payment:	The table uses the calculated periodic payment amount, unless you enter a value for "Entered payment."	
	Calculated payment:	\$890.99	

CALCULATIONS

Use payment of:	\$890.99	Beginning balance at payment 1:	\$22,366.32
1st payment in table:	1	Cumulative interest prior to payment 1:	\$0.00
		Maturity Date	1-Jun-37

No.	Payment Date	Beginning Balance	Interest	Principal	Ending Balance	Cumulative Interest
1	7/1/2017	22,366.32	559.16	331.83	22,034.49	559.16
2	1/1/2018	22,034.49	550.86	340.13	21,694.36	1,110.02
3	7/1/2018	21,694.36	542.36	348.63	21,345.73	1,652.38
4	1/1/2019	21,345.73	533.64	357.35	20,988.38	2,186.02
5	7/1/2019	20,988.38	524.71	366.28	20,622.10	2,710.73
6	1/1/2020	20,622.10	515.55	375.44	20,246.66	3,226.28
7	7/1/2020	20,246.66	506.17	384.82	19,861.84	3,732.45
8	1/1/2021	19,861.84	496.55	394.44	19,467.40	4,229.00
9	7/1/2021	19,467.40	486.68	404.30	19,063.09	4,715.68
10	1/1/2022	19,063.09	476.58	414.41	18,648.68	5,192.26
11	7/1/2022	18,648.68	466.22	424.77	18,223.91	5,658.48
12	1/1/2023	18,223.91	455.60	435.39	17,788.51	6,114.07
13	7/1/2023	17,788.51	444.71	446.28	17,342.24	6,558.79
14	1/1/2024	17,342.24	433.56	457.43	16,884.80	6,992.34
15	7/1/2024	16,884.80	422.12	468.87	16,415.93	7,414.46
16	1/1/2025	16,415.93	410.40	480.59	15,935.34	7,824.86
17	7/1/2025	15,935.34	398.38	492.61	15,442.74	8,223.25
18	1/1/2026	15,442.74	386.07	504.92	14,937.81	8,609.31
19	7/1/2026	14,937.81	373.45	517.54	14,420.27	8,982.76
20	1/1/2027	14,420.27	360.51	530.48	13,889.79	9,343.27
21	7/1/2027	13,889.79	347.24	543.75	13,346.04	9,690.51
22	1/1/2028	13,346.04	333.65	557.34	12,788.70	10,024.16
23	7/1/2028	12,788.70	319.72	571.27	12,217.43	10,343.88
24	1/1/2029	12,217.43	305.44	585.55	11,631.88	10,649.31

Amortization Table (005).xls

No.	Payment Date	Beginning Balance	Interest	Principal	Ending Balance	Cumulative Interest
25	7/1/2029	11,631.88	290.80	600.19	11,031.68	10,940.11
26	1/1/2030	11,031.68	275.79	615.20	10,416.49	11,215.90
27	7/1/2030	10,416.49	260.41	630.58	9,785.91	11,476.32
28	1/1/2031	9,785.91	244.65	646.34	9,139.57	11,720.96
29	7/1/2031	9,139.57	228.49	662.50	8,477.06	11,949.45
30	1/1/2032	8,477.06	211.93	679.06	7,798.00	12,161.38
31	7/1/2032	7,798.00	194.95	696.04	7,101.96	12,356.33
32	1/1/2033	7,101.96	177.55	713.44	6,388.52	12,533.88
33	7/1/2033	6,388.52	159.71	731.28	5,657.24	12,693.59
34	1/1/2034	5,657.24	141.43	749.56	4,907.68	12,835.02
35	7/1/2034	4,907.68	122.69	768.30	4,139.39	12,957.71
36	1/1/2035	4,139.39	103.48	787.51	3,351.88	13,061.20
37	7/1/2035	3,351.88	83.80	807.19	2,544.69	13,145.00
38	1/1/2036	2,544.69	63.62	827.37	1,717.32	13,208.61
39	7/1/2036	1,717.32	42.93	848.06	869.26	13,251.55
40	1/1/2037	869.26	21.73	869.26	0.00	13,273.28

RESOLUTION NO. 17-02

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA YNEZ COMMUNITY SERVICES DISTRICT APPROVING INSTALLMENT PAYMENT PLAN FOR 3151 SAMANTHA DRIVE

WHEREAS, on March 15, 2017, the Board of Directors of the Santa Ynez Community Services District (“District”) adopted Resolution No. 17-01 establishing a policy for approving installment payment plans (“Installment Plans”) for capacity fees and related costs for new connections to District’s public sewer system, as permitted by Health and Safety Code Sections 5463 et seq.

WHEREAS, Mark A. Greise and Carol E Greise (“Owners”) have signed an Installment Payment Plan Agreement dated April 19, 2017 (the “Owner Agreement”) relating to the approval by District of an Installment Plan for the property owned by them at 3151 Samantha Dr., Santa Ynez, California, designated as Assessor’s Parcel Number 141-360-008 (the “Property”).

WHEREAS, pursuant to the Owner Agreement, Owners have consented to and waived the right to protest or object to (i) the imposition of a lien against the Property to secure the Installment Payments (as defined below) payable under the Installment Plan, (ii) the collection of the Installment Payments on the tax roll, and (iii) the recording of a lien certificate with the Santa Barbara County Recorder to secure the payment of all costs that are covered under the Installment Plan, together with interest thereon.

WHEREAS, District desires to approve an Installment Plan for the Property on the terms and conditions set forth herein.

NOW, THEREFORE, the Board of Directors of the Santa Ynez Community Services District does hereby resolve as follows:

1. **Approval of Installment Plan.** The Board of Directors hereby approves an Installment Plan for the Property on the terms and conditions set forth herein.

2. **Approved Costs.** The following costs are hereby approved to be covered under the Installment Plan for the Property (collectively, the “Approved Costs”):

(a) Capacity fees, as set forth in District Ordinance No. O-11-03, in the amount of **\$8,566.32.**

(b) Inspection fees and permit fees in the amount of **\$115.00.**

(c) Costs for District staff time and materials associated with the connection of the Property to District's public sewer system (e.g., saddle or tap costs) in the amount of zero.

(d) Project 1/Project 2 fees to cover the Property's share of a prior District collection system expansion project in the amount of \$13,185.00.

(e) The time of District staff and legal counsel associated with the preparation of the Owner Agreement, the preparation and adoption of this Resolution, and the preparation and recording of the Lien Certificate (as defined below), in the amount of \$500.00.

(f) Noticing, publication, and recording costs in the amount of.

3. **Terms for Installment Payments.** The terms for the repayment of the Approved Costs shall be as follows:

(a) The term for repayment shall be twenty (20) years ("Repayment Term").

(b) Interest shall accrue on the Approved Costs at the rate of five percent (5.00%) per annum.

(c) Commencing in fiscal year 2017-2018, the unpaid balance of the Approved Costs and interest thereon shall be fully amortized over the (20) year period of the Repayment Term, with equal installments of principal and interest being due and payable two (2) times per year at the time the property tax bills for the Property are due (the "Installment Payments").

(d) Any Installment Payment which is not paid when due shall be subject to (i) a basic penalty of ten percent (10%) for nonpayment of the Installment Payment, and (ii) a penalty of one and one-half percent (1½%) per month for nonpayment of the Installment Payment and basic penalty.

4. **Notice.** District has given notice to Owners in substantially the form set forth in Exhibit "A" attached hereto (the "Notice"). The Notice was published once a week for three successive weeks in a newspaper regularly published once a week or oftener, with at least five days intervening between the respective publication dates. At

least ten (10) days prior to the hearing on the adoption of this Resolution, the Notice was mailed to Owners.

5. **Board Action.** The Board has conducted a hearing at which it heard and considered all objections or protests, if any, to the Approved Costs and interest thereon. The Board hereby (i) approves and makes its final determination with respect to the Approved Costs and interest thereon, and (ii) overrules all objections and protests relating thereto. The adoption of this Resolution shall require approval by a two-thirds (2/3) vote of District's Board of Directors.

6. **Collection on Tax Roll.**

(a) On or before the tenth day of August of each year following the adoption of this Resolution and continuing for the Repayment Term, the Board shall certify to the County auditor the amount of the Installment Payments to be entered against the Property on the assessment roll.

(b) The County auditor shall enter the amount of the Installment Payments on the current assessment roll and (except as provided in Section 6.c., below), the amount of the Installment Payments shall constitute a lien against the Property as of noon on the first Monday in March immediately preceding the date of entry.

(c) The County tax collector shall include the amount of the Installments Payments on the tax bills for the Property. Thereafter, all laws applicable to the levy, collection and enforcement of taxes, including penalties and interest, shall be applicable to the Installments Payments. However, if the Property has been transferred to a bona fide purchaser for value or a lien of a bona fide encumbrancer for value has been created and attaches to the Property during the year prior to the date on which the first Installment Payment appears on the assessment roll, then the lien which would otherwise be imposed shall not attach to the Property and the Installment Payments will be transferred to the unsecured roll for collection.

7. **Recording of Lien.** Pursuant to Health & Safety Code Section 5474.6(b), the principal amount of the Approved Costs and interest thereon shall be secured by recording a lien certificate (the "Lien Certificate") with the Santa Barbara County Recorder immediately following the adoption of this Resolution. From the time of recordation of the Lien Certificate, the amount required to be paid, together with interest and penalties, constitutes a lien upon all real property in Santa Barbara County that is owned by Owners or afterwards, and before the lien expires, acquired by Owners. The lien shall have the force, priority, and effect of a judgment lien and shall continue for 10

years. The lien may be extended for successive 10 year periods. District's lien rights pursuant to this Section 7 and Health & Safety Code Section 5474.6(b) shall not be impaired by a transfer to a bona fide purchaser for value or a lien of a bona fide encumbrancer for value as referenced in Section 6.c., above.

8. Ratification of Owner Agreement. The execution of the Owner Agreement by District's President and Secretary on District's behalf is hereby ratified, approved and confirmed.

PASSED AND ADOPTED on May 18, 2017, by the following vote of the Board of Directors of the Santa Ynez Community Services District:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Seymour,
President of the Board of Directors

ATTEST:

Wendy Berry,
Secretary of the Board of Directors

**SANTA YNEZ
COMMUNITY SERVICES DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS

PREPARED BY: Wendy Berry, Secretary

FOR: SPECIAL BOARD MEETING

DATE: May 18, 2017

ITEM: Adopt Resolution No. 17-03 Resolution of the Board of Directors of the Santa Ynez Community Services District electing to have sewer fees and charges collected on the tax roll for fiscal year 2017/2018, directing the preparation and filing of report, fixing time and place for hearing and providing for notice thereof.

SUMMARY: This resolution will continue the District's procedure to collect sewer fees and charges on the tax roll as in previous years.

RECOMMENDATION: Adopt Resolution No. 17-03, Resolution of the Board of Directors of the Santa Ynez Community Services District electing to have sewer fees and charges collected on the tax roll for fiscal year 2017/2018, directing the preparation and filing of report, fixing time and place for hearing and providing for notice thereof.

ATTACHMENTS:
Resolution No. 17-03
Public Hearing Notice

RESOLUTION NO. 17-03

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA YNEZ
COMMUNITY SERVICES DISTRICT ELECTING TO HAVE SEWER FEES AND
CHARGES COLLECTED ON THE TAX ROLL FOR FISCAL YEAR 2017-2018,
DIRECTING THE PREPARATION AND FILING OF REPORT, FIXING TIME AND
PLACE FOR HEARING, AND PROVIDING FOR NOTICE THEREOF

WHEREAS, the Board of Directors of the Santa Ynez Community Services District, Santa Barbara County (the "District"), has passed and adopted ordinances prescribing sewer service charges, sewer availability charges and sewer capacity fees, and has approved installment payment plans providing for the deferred payment of sewer capacity fees and other expenses by certain property owners; and

WHEREAS, pursuant to California Health and Safety Code Section 5473 et seq., this Board desires to provide for the collection on the tax roll with the general taxes of (a) sewer service charges for fiscal year 2017-2018, (b) sewer availability charges for fiscal year 2017-2018, and (c) certain sewer capacity fees and other expenses for which the District agreed with the property owners to defer payment (collectively, the "Sewer Fees and Charges").

NOW, THEREFORE IT IS HEREBY RESOLVED AND ORDERED as follows:

1. Pursuant to Health and Safety Code Section 5473 the election is hereby made to have the Sewer Fees and Charges collected on the tax roll in the same manner, by the same persons, at the same time as, together with, and not separately from, the general taxes.
2. District staff is directed to prepare and file with the Secretary of the Board a written report containing a description of each parcel of real property receiving sewer service and/or facilities and the amount of the Sewer Fees and Charges for each such parcel (the "Report").
3. A hearing on the report shall be held before this Board on Wednesday, June 21, 2017, at 5:30 p.m., at 1070 Faraday Street, Santa Ynez, California.
4. Pursuant to Health and Safety Code Section 5473.1, the Secretary shall cause a notice of the filing of the Report and of the time and place set for the hearing, at which oral or written presentation can be made, to be published pursuant to Government Code Section 6066 once a week for two successive weeks preceding said hearing with at least five (5) days intervening between the respective publication dates, not counting such publication dates, and the first publication date being not less than fourteen (14) days prior to the date set for hearing, in the Santa Ynez

Valley News, a newspaper of general circulation printed and published within the County in which the District is located, there being no newspaper printed and published in the District.

5. The Secretary is hereby authorized and directed to sign and publish said notice on behalf of the Board as ordered above.
6. The above-mentioned notice shall be in the form set forth in Exhibit "A" attached hereto and by this reference made a part hereof.

PASSED AND ADOPTED this 18th day of May, 2017, by the following vote of the Board of Directors of the Santa Ynez Community Services District.

AYES:

NOES:

ABSENT:

ABSTAIN:

David Seymour, President of the
Board of Directors

ATTEST:

Wendy Berry, Secretary of the
Board of Directors

EXHIBIT "A"

SANTA YNEZ COMMUNITY SERVICES DISTRICT
NOTICE OF PUBLIC HEARING

NOTICE OF HEARING ON
ELECTION TO HAVE SEWER FEES AND CHARGES
COLLECTED ON THE TAX ROLL
AND THE FILING OF A REPORT RELATED TO
SUCH FEES AND CHARGES
FOR THE FISCAL YEAR 2017-2018

NOTICE IS HEREBY GIVEN THAT, pursuant to Section 5473 and 5473a of the California Health and Safety Code, the Board of Directors of the Santa Ynez Community Services District has elected to have certain charges for wastewater services and/or facilities collected on the tax roll in the same manner as its general taxes, and has caused to be filed with its Secretary a written report containing (a) a description of each parcel of real property to which such services and/or facilities are to be provided for fiscal year 2017-2018, and (b) the amount of the fees and charges to be collected on the tax roll for each such parcel, such fees and charges having been computed in conformity with the ordinances adopted by the District.

NOTICE IS FURTHER GIVEN that on Wednesday, the 21st of June, 2017 at the hour of 5:30 p.m., at 1070 Faraday Street, Santa Ynez, California, the District's Board of Directors will hear and consider all protests and objections to the report. Oral or written presentations may be made.

A copy of the report is available for review at the District office, 1070 Faraday Street, Santa Ynez, California, during regular office hours, Monday through Friday.

By order of the Board of Directors of the Santa Ynez Community Sewer Services District.

**PLEASE PUBLISH IN LEGAL ADS ON MAY 25, 2017 AND JUNE 1, 2017 IN
THE SANTA YNEZ VALLEY NEWS**

Dated: May 19, 2017
Wendy Berry, Secretary
Santa Ynez Community Services District

Please provide proof of publication

**SANTA YNEZ
COMMUNITY SERVICES DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS

PREPARED BY: Wendy Berry, Secretary/Treasurer

FOR: SPECIAL BOARD MEETING

DATE: May 18, 2017

ITEM: Introduction and first reading of Ordinance O-17-01, Ordinance of the Board of Directors of the Santa Ynez Community Services District Determining amount of real property tax to be levied within the Santa Ynez Community Services District in the fiscal year 2017-2018.

SUMMARY: The introduction and first reading is the first step in adopting Ordinance O-17-01. These fees are from the USDA Rural Development Go Bond that helped finance construction of the District's original sewer system in 1980. The 2017-2018 amount for USDA Go Bond is \$17,476.84. The balance of \$1,998.16 is paid by the six accounts that are invoiced because they are exempt from property tax which are (SYV High School, US Post Office, both College Schools, SY Park, SY Historical Society, and SYRWCD).

RECOMMENDATION: Introduce and read the Ordinance in full.

ATTACHMENTS:
Ordinance O-17-01

ORDINANCE NO. O-17-01

**ORDINANCE OF THE BOARD OF DIRECTORS OF THE SANTA YNEZ
COMMUNITY SERVICES DISTRICT DETERMINING AMOUNT OF REAL
PROPERTY TAX TO BE LEVIED WITHIN THE SANTA YNEZ COMMUNITY
SERVICES DISTRICT IN FISCAL YEAR 2017-2018**

WHEREAS, the Santa Ynez Community Services District issued USDA General Obligation Bond Series B in 1978 to finance infrastructure within the District (the "GO Bonds").

NOW, THEREFORE, the Board of Directors of the Santa Ynez Community Services District ordains as follows:

1. The minimum amount of money required by the District during the fiscal year ending June 30, 2018, for the purpose of paying the principal and interest on the heretofore issued GO Bonds, will be Seventeen Thousand four hundred seventy-six dollars and eighty-four cents (\$17,476.84), and that the Board of Directors does hereby fix said sum as the amount required by the District for such purposes to be raised by taxation during such fiscal year.

2. This ordinance shall go into effect immediately upon adoption.

PASSED AND ADOPTED this _____, 2017, by the following vote of the Board of Directors of the Santa Ynez Community Services District:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Seymour, President of the
Board of Directors

ATTEST:

Wendy Berry, Secretary to the
Board of Directors

SANTA YNEZ COMMUNITY SERVICES DISTRICT
Ordinance O-17-01 Amount to be collected on Tax Roll 2017/2018

Amount Due August 1, 2017		\$19,475.00
Amount Due February 1, 2018		\$ 0
	Total	\$19,475.00
	Less	
SYRWCD (\$5.58 x 12)		(66.96)
Museum (\$2.75 x 12)		(33.00)
Park (\$11.10 x 12)		(133.20)
College School I (\$51.58 x 12)		(618.96)
College School II (\$34.92 x 12)		(419.04)
Amount Billed to SYV High School (Annual)		(727.00)
	Total	(1998.16)
Balance to be Collected on Tax Roll		\$17,476.84

Tax Levy Amount 2017-2018