

SANTA YNEZ COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS

Minutes of the Regular Meeting  
May 18, 2016  
5:30 P.M.

**PRESENT:** David Higgins                      Barry Marks  
                 David Seymour  
                 Carl Maler

**ABSENT:** Frank Mueller

**ALSO**

**PRESENT:** Jeff Hodge, General Manager  
                 Wendy Berry, Secretary-Treasurer  
                 Rick Battles, Legal Counsel

1.     **CALL TO ORDER:** The meeting was called to order at 5:35 p.m.
2.     **ROLL CALL:** Higgins, Seymour, Marks, Maler, Absent - Mueller
3.     **PLEDGE OF ALLEGIENCE**
4.     **DIRECTOR COMMENTS:** Director Seymour commented he attended the SBCSDA meeting and they hosted the Supervisor Forum. He said the forum was very informative and the candidates have good insight. David Seymour also attended the CSDA Board meeting and there are some interesting things coming our way from Sacramento and the district needs to watch out for them.
5.     **PUBLIC COMMENTS:** None
6.     **APPROVAL OF MINUTES:** Review for Board approval of draft minutes of the Regular Board Meeting of May 18, 2016. Director Higgins motioned to approve the regular meeting minutes from May 18, 2016, Director Seymour seconded and the motion passed with four ayes.
7.     **VOUCHERS PAYMENTS:** Review for Board ratification payments made from April 21, 2016 through May 18, 2016. Director Seymour motioned to ratify the voucher payments from April 21, 2016 through May 18, 2016, Director Marks seconded and the motion passed with four ayes.
8.     **APPROVE PROFESSIONAL SERVICES BY HAMNER, JEWELL & ASSOCIATES FOR HIGHWAY 246 TO HORIZON SEWER LINE EXTENSION.**  
The next step in moving forward with installing sewer lines to Horizon is to acquire

easements. Once this is accomplished, the District will be able to finalize construction plans and go out to bid. Hamner, Jewell and Associates are the area experts in this highly specialized field. Director Seymour motioned to approve the professional services by Hamner, Jewell and Associates not to exceed \$24,750.00, Director Marks seconded and the motion passed by a roll call vote: ayes; Marks, Seymour, Maler, Higgins.

A recess was held at 5:53 and the Board of Directors reconvened at 6:00 p.m.

9. **PUBLIC HEARING ON PROPOSED WASTERWATER RATE INCREASE.** The public hearing on the wastewater rate increase was opened at 6:00 p.m. Clayton from Tuckfield and Associates presented his power point presentation on the wastewater rate study. The District received one written protest. The public hearing was closed at 6:16 p.m.
10. **DISCUSSION AND POSSIBLE BOARD ACTION RELATING TO LETTER FROM BOBBIE MARTIN.** The Board reviewed the information Bobbie sent regarding her communication with Nationwide. Rick Battles explained her concerns and Bobbie wants to speak to the Board by teleconference. Director Seymour motioned to table the discussion until the June 15, 2016 meeting, Director Higgins seconded and the motion passed with four ayes.
11. **ADOPT RESOLUTION 16-06, RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA YNEZ COMMUNITY SERVICES DISTRICT APPROVING PRELIMINARY ENVIRONMENTAL REVIEW FORM, AUTHORIZING FILING NOTICE OF EXEMPTION, AND SETTING FORTH FINDINGS RELATING TO SEWER SERVICE CHARGE INCREASE.** The District's Environmental Review Board conducted a preliminary review of the Ordinance O-16-02 and has concluded the adoption thereof is exempt from environmental review under California Environmental Quality Act ("CEQA") pursuant to section 21080 (b) of the Public Resources Code and Section 15273 of Title 14 of the California Code of Regulations. At the March 16, 2016 meeting, the Board of Directors approved the final wastewater rate study. Director Marks motioned to approve Resolution 16-06, approve the preliminary environmental form, authorizing filing notice of exemption and set forth findings relating to sewer service charge increase, Director Seymour seconded and the motion passed by a roll call vote: ayes; Maler, Marks, Higgins, Seymour.
12. **ADOPT ORDINANCE O-16-02, ORDINANCE OF THE SANTA YNEZ COMMUNITY SERVICES DISTRICT APPROVING AN INCREASE IN SEWER SERVICE CHARGES.** Tuckfield and Associates completed the Wastewater Rate Study and the Board of Directors adopted the final draft at the March 16, 2016 meeting. A public hearing was held at 6:00 p.m. on May 18, 2016 and the District received one

written protest. Director Higgins motioned to approve Ordinance O-16-02, Director Marks seconded and the motion passed by a roll call vote: ayes; Higgins, Marks, Maler, Seymour.

13. **ADOPT RESOLUTION 16-04, 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 2016-2017, DIRECTING THE PREPARATION AND FILING REPORT, FIXING TIME AND PLACE FOR PUBLIC HEARING, AND PROVIDING NOTICE THEREOF.** This Resolution will continue the District's procedure to collect sewer fees and charges on the tax roll as in previous years. A public hearing was scheduled for June 15, 2016 at 5:30 in the District's Board Room. Director Seymour motioned to adopt Resolution 16-04, Director Maler seconded and the motion passed by a roll call vote: ayes; Seymour, Maler, Higgins, Marks.
14. **INTRODUCTION AND FIRST READING OF ORDINANCE O-16-01, 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 2016-2017.** The introduction and first reading is the first step in adopting Ordinance O-16-01. These fees are from the USDA Rural Development GO Bond that helped finance the construction of the District's original sewer system in 1980. The 2016-2017 amount for USDA Go Bond is \$20,425.00. \$2033.63 is paid by the six accounts that are invoiced because they are exempt from property tax. Director Higgins introduced and read Ordinance O-16-01.
15. **AUTHORIZATION TO BEGIN COMMUNITY OUTREACH FOR THE WESTSIDE ANNEXATION AND LOS OLIVOS.** At the April 20, 2016 regular Board meeting, the Board directed staff to devise a plan with costs for community outreach and bring it back to the Board for approval. Staff determined the plan would include outreach letters to West SY, and Los Olivos, purchase two SYCSD banners and a SYCSD Easy-up, have an open house, and make brochures. Director Seymour motioned to spend up to \$1700.00 for community outreach, Director Higgins seconded and the motion passed with four ayes.
16. **REPORT, DISCUSSION AND POSSIBLE BOARD ACTION ON THE FOLLOWING SUBJECT:**
  - A. LAFCO Application 16-02 West Santa Ynez Annexation to the Santa Ynez Community Services District. On May 5, 2016 LAFCO approved the annexation for West Santa Ynez. After a 30 day rescind period, a protest hearing will be scheduled

and that hearing will be within the annexation area. A protest hearing notice will be sent to all landowners and registered voters within the annexation area. If protests are less than 25%, the annexation will pass automatically, if the protests are 25-50% a special election will be required and a protest of more than 50%, the annexation process will not be approved.

## 17. STAFF REPORTS

### A. Manager's Report

- CSDA Board of Directors Nomination – The Local CSDA Chapter is endorsing my run for the Board of Directors on the State CSDA Board.
- Golden Inn – The New Gravity line has been installed along Highway 246. This line eliminates 600 feet of force and improves the manhole and point that the line connects. The overall project is nearing completion. They need to finalize the installation of the new lift station.
- Highway 246 sewer line crossing project – The Caltrans permit has been obtained. The work will be started in the next 30 days. The next phase will be to gain easements heading north to Horizon Drive.
- West Santa Ynez Annexation – The District's Request for annexation has been approved. LAFCO will now send out mail containing protest notices. If less than 25 percent of voters send back "No" votes the annexation process will be then finalized by LAFCO. If more than 25 percent and less than 50 percent the question will go to a vote. Paul Hood, Executive Director, indicated that there are about 1000 registered voters in the annexation area.
- The Sphere of Influence change request – This item remains on the LAFCO's information only part of their agenda.
- Facilities Grant – The first draft of the Facilities Feasibility Study from RMC is expected to be completed in June.
- Santa Barbara CSDA monthly meeting – There is no meeting scheduled for May. The next CSDA meeting will be Monday, June 27 2016 at 5:45 p.m.

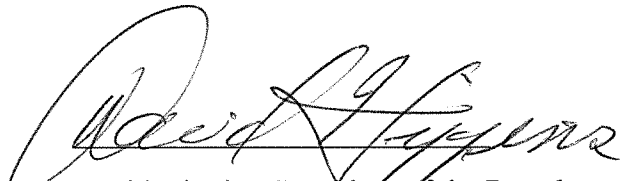
B. Legal Counsel's Report – Rick Battles will attend a conference that discusses issues affecting wastewater treatment.

### C. Secretary/Treasurer Report

- LAFCO approved their 2016/2017 Budget (see attached)
- The District's Budget will be on June's agenda so the Finance committee will need to schedule a meeting date to review the proposed budget for 2016/2017.
- The preliminary audit will be on June 27 and 28th and the final audit will be in October.

- Director Mueller, Marks and Maler terms are up in December so I will be preparing the paperwork to submit to County Elections.
  - Civic Plus has assigned us a project manager so the website design will begin in a couple of weeks.
- D. Committee Reports – The Finance committee needs to meet to review the proposed 2016-2017 budget.
18. **ADJOURNMENT:** The meeting was adjourned at 7:11 p.m.

APPROVED:



David Higgins, President of the Board



Wendy Berry, Secretary of the Board