

SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

Minutes of the Special Meeting
November 18, 2015
5:30 P.M.

PRESENT: David Higgins Carl Maler
 David Seymour Barry Marks
 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 5:33 p.m.
2. **ROLL CALL:** Higgins, Seymour, Maler, Mueller, Marks
3. **PLEDGE OF ALLEGIENCE**
4. **DIRECTOR COMMENTS:** None
5. **PUBLIC COMMENTS:** None
6. **APPROVAL OF MINUTES:** Review for Board approval draft minutes of the Special Meeting of October 28, 2015. Director Higgins motioned to accept the minutes of the Special Meeting of October 28, 2015, Director Seymour seconded and the motioned passed with five ayes.
7. **VOUCHER PAYMENTS:** Review for Board ratification payments made from October 29, 2015 through November 13, 2015 and approve voucher payment requests, if any. Director Higgins motioned to ratify the voucher payments, Director Maler seconded and the motion passed with five ayes.
8. **APPROVE FINAL DRAFT AUDIT REPORT FROM FEDAK AND BROWN, LLP.** At the October 28, 2015 Special Board meeting the Board reviewed the Management Report and accepted the 2014/2015 draft audit report. The annual financial report shows 2013/2014 and 2014/2015 for comparison. Director Marks motioned to approve the final draft audit report and Director Higgins seconded and the motion passed by a roll call vote: ayes; Higgins, Maler, Marks, Seymour, Mueller.

9. **REQUEST STAFF TO PREPARE A LETTER TO THE CHUMASH BAND OF INDIANS REQUESTING AN EMERGENCY CONNECTION TO THEIR PROPOSED GRAVITY LINE TO BE INSTALLED IN CASINO DRIVE.** The Chumash Band of Indians already has an emergency connection to the SYCSD collection system. An opportunity has presented itself to negotiate an emergency connection to the Chumash Wastewater facility in the event the District's lift station fails or the force main along 246 is damaged or fails. This emergency connection would eliminate or lessen any sewer discharge into waters of the State decreasing the severity of any potential risk to public health. Director Seymour motioned to approve staff to prepare a letter to the Chumash Band of Indians requesting an emergency connection to their proposed gravity line to be installed in Casino Drive and Director Higgins seconded and the motion passed by a roll call vote: ayes; Higgins, Seymour, Marks, Maler, Mueller.

10. **APPROVE LETTER TO SOLVANG TO CONFIRM THE SYCSD CAPACITY IN THE SOLVANG PLANT TO SERVE APPROXIMATELY 525 UNCONNECTED PARCELS WITHIN THE SYCSD SPHERE OF INFLUENCE:** The SYCSD is starting the annexation process for the 525 parcels within the District's current Sphere of Influence that are not connected to public sewer. The District estimates that up to 120,000 gpd of additional wastewater capacity will be needed to serve these newly annexed parcels. Pursuant to Section 7C of the interagency agreement, the City of Solvang will need to provide the SYCSD with an accounting of the remaining capacity in the Solvang plant and also advise the SYCSD Solvang's willingness to sell the SYCSD up to 120,000 gpd, if the capacity is available. Director Higgins motioned to approve the letter to Solvang confirming the SYCSD capacity in the Solvang Plant, Director Marks seconded, and the motioned passed by a roll call vote: aye; Higgins, Maler, Marks, Mueller, Seymour.

11. **UPDATE BY SHANNON STEWART ON THE ONGOING PROJECTS WITHIN THE DISTRICT.** Shannon Stewart gave a slide presentation on the different projects the SYCSD had throughout the year like the Golden Inn and the Casino Wastewater Treatment Plant.

12. **STAFF REPORTS**
 - A. **Manager's Report:** Jeff Hodge reported the flows for October were 3,560,768, he met with Doreen Farr regarding Los Olivos, the Regional Board approved the LAMP and it will take effect January 1, 2016, and the SYCSD is currently designing the annexation map for the Westside Project and the Sphere of Influence Map for Los Olivos.


 - B. **Legal Counsel's Report:** None.

 - C. **Secretary/Treasurer Report:** Ethics Training is due by March. The Board

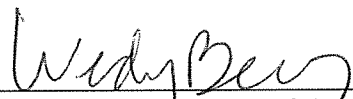
decided to complete the ethics training before the Regular Board meeting in February. The Rate Study is underway and the General Manager and Secretary/Treasurer had the kick-off meeting with Mr. Tuckfield.

14. **TENTATIVE AGENDA ITEMS FOR FUTURE MEETINGS:** Employee Handbook, Sewer Code, Design specs, Mainline Extension Agreement, Rate Study.
15. **ADJOURNMENT:** The meeting was adjourned by President Marks at 7:12 p.m.

APPROVED:



Barry Marks, President of the Board



Wendy Berry, Secretary of the Board