

**SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

**REGULAR MEETING
July 19, 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 of interest within the subject matter and jurisdiction of the Board but not on the agenda today (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 June 21, 2017.
- B. Approval of Disbursements from June 22, 2017 through July 7, 2017.

7. **ACTION ITEMS: (ACTION-ROLL CALL VOTE)**
8. **REPORTS:**
 - A. Manager's Report
 - B. Legal Counsel's Report
 - C. Secretary/Treasurer Report
 - D. Committee Reports
9. Tentative agenda items: Sewer Code, Employee Handbook, Mainline Sewer Extension Agreement, Design Specifications, revise water softener ordinance.
10. **ADJOURNMENT**

Persons with disabilities who require any disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the meeting are asked to contact the District's Board Secretary at least three (3) days prior to the meeting by telephone (805) 688-3008 or by email to wendy@sycsd.com

Any public records which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at the District's office located at 1070 Faraday, Santa Ynez, California 93460

**SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

REGULAR MEETING MINUTES

June 21, 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: Jeff Hodge-General Manager, Wendy Berry-Secretary/Treasurer, Terri Kaslow, Winston Craven, Robert Jones, Jay Freeman

1. **CALL TO ORDER:** Director Mueller called the meeting to order at 5:31 p.m.
2. **ROLL CALL:** Mueller, Higgins, Seymour, Jones, Maler
3. **PLEDGE OF ALLEGIANCE:** Mueller lead the pledge of allegiance
4. **DIRECTOR COMMENTS:** No comments on attendance on behalf of the District and on various District activities.
5. **PUBLIC COMMENTS:** None
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 Special Meeting of May 18, 2017.
- B. Approval of Minutes of the Finance Committee of May 11, 2017
- C. Approval of Disbursements from May 19, 2017 through June 21, 2017

Director Higgins motioned to approve the consent agenda as presented above, Director Jones seconded and the motion passed by five ayes: Seymour, Higgins, Jones, Maler, Mueller.

7. **ACTION ITEMS: (ACTION-ROLL CALL VOTE)**
 - A. (1) **PUBLIC HEARING:** Public hearing on electing to have sewer fees and charges collected on the tax roll for fiscal year 2017-2018 and directing and filing a report. **The Public Hearing was opened at 5:41 p.m. and with no protests or objections the Public Hearing closed at 5:42 p.m.**

(2) Adopt Resolution 17-04, overruling objections and adopting report on sewer fees and charges to be collected on the tax roll for fiscal year 2017/2018. **Director Higgins motioned to adopt Resolution 17-04, overruling objections and adopting report on sewer fees and charges to be collected on the tax roll for fiscal year 2017/2018, Director Seymour seconded and the motion passed by a roll call vote: ayes; Higgins, Seymour, Mueller, Maler Noes: Jones**

- B. Adoption 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. **Director Higgins motioned to adopt 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, Director Mueller seconded and the motion passed by a roll call vote: ayes; Higgins, Seymour, Maler, Jones, Mueller**
- C. Presentation for the Proposed Fiscal Year 2017/2018 budget. **Staff gave a budget presentation to the Board.**
- D. Adopt Resolution 17-05, Resolution of the Board of Directors of the Santa Ynez Community Services District fixing, approving, and adopting the budget for fiscal year 2017/2018. **Director Seymour motioned to adopt Resolution 17-05, Resolution of the Board of Directors of the Santa Ynez Community Services District fixing, approving, and adopting the budget for fiscal year 2017/2018, Director Higgins seconded and the motion passed by a roll call vote: ayes; Seymour, Higgins, Jones, Maler, Mueller**
- E. Adoption of Resolution 17-06, Resolution of the Board of Directors of the Santa Ynez Community Services District approving and adopting revised employee pay schedule for fiscal year 2017/2018. **Director Seymour motioned to adopt Resolution 17-06, Resolution of the Board of Directors of the Santa Ynez Community Services District approving and adopting revised employee pay schedule for fiscal year 2017/2018, Director Higgins seconded and the motion passed by a roll call vote: ayes; Seymour, Higgins, Maler, Mueller noes; Jones**
- F. Adoption of Resolution 17-07, Resolution of the Board of Directors of the Santa Ynez Community Services District for the election of Directors to the Special District Risk Management Authority Board of Directors. **Director Higgins motioned to adopt Resolution 17-07, Resolution of the Board of Directors of the Santa Ynez Community Services District for the election of Directors to the Special District Risk Management Authority Board of Directors voting for David Aranda and Tim Unruh, Director Jones seconded and the motion passed by a roll call vote: ayes; Jones, Higgins, Seymour, Maler, Mueller**
- G. Adoption of Resolution 17-08, Resolution of the Board of Directors of the Santa Ynez Community Services District authorizing deposit into Five Star Bank Public Investment Money Market Account. **Director Higgins motioned to adopt Resolution 17-08, Resolution of the Board of Directors of the Santa Ynez Community Services District authorizing deposit into Five Star Bank Public Investment Money Market Account in the amount of \$1,500,000.00, Director**

Jones seconded and the motion passed by a roll call vote: ayes; Jones, Higgins, Mueller, Maler, Seymour.

- H. Adoption of the Ten-Year Capital Improvement Plan for fiscal year 2017/2018. **Director Mueller motioned to adopt the 10-Year Capital Improvement Plan for fiscal year 2017/2018, Director Higgins seconded and the motion passed by a roll call vote: ayes; Higgins, Mueller, Jones, Maler, Seymour.**
- I. Approve capacity fees effective July 1, 2017. **Director Higgins motioned to approve the capacity fees effective July 1, 2017, Director Jones seconded and the motion passed by a roll call vote: ayes; Higgins, Seymour, Jones, Mueller, Maler.**
- J. Approve annexation fees effective July 1, 2017. **Director Mueller motioned to approve the annexation fees effective July 1, 2017, Director Seymour seconded and the motion passed by a roll call vote: ayes; Jones, Higgins, Seymour, Maler, Mueller.**
- K. Consideration and action to hire a facilitator to develop Board Policies and Procedures. **Director Jones motioned to table Item K and give all Board Members an opportunity to review the policies and procedures of the Board and staff to research a cost of hiring a facilitator, Director Seymour seconded and the motion passed by a roll call vote: ayes; Higgins, Jones, Seymour, Maler, Mueller.**

9. **REPORTS:**

- A. **Manager's Report**
Flow meter Fjord Drive. Staff has been performing weekly cleaning and maintenance of the SYCSD flow meter co-located at Fjord lift station in conjunction with Solvang's weekly maintenance.
We have received 8 new inquiries into the feasibility of connecting to district sewer. IRWM – Integrated Regional Water Management. The members are working towards finalizing the update to the plan. This will include new updates about nitrates and reuse along with other water issues such as Chrom 6.
Met with FEMA to finalize reimbursement requests. The total claim was \$24,766.48.
New Chumash Reclaim Water Tank – construction has been completed and is in the testing phase. The Chumash installed 213,000-gallon tank to be used to provide addition storage for their Title 22 reclaim water. This will bring their total storage capacity to 343,000 gallons.
Santa Barbara CSDA monthly meeting – The next CSDA meeting will be held at the Glenn Annie, Monday, June 26, 2017 at 5:30 p.m.
- B. **Legal Counsel's Report:** Attended the CASA meeting learned about recent and pending legislation.
Imperial County voters enacted a biosolid policy that restricts biosolid disposal. Proposition 218 requires notice given before fees are increased and San Diego has a law suit that says the only way to proportionately allocate sewer service charges based on water discharge. The case was thrown out but will most likely be appealed.
An agency in San Diego received a public record request for internet browsing history. This type of information doesn't exist therefore it can't be released.
- C. **Secretary/Treasurer Report:** FEMA claim for the broken sewer line is still under review by FEMA.

D. Committee Reports: None

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

11. **ADJOURNMENT:** Director Mueller adjourned the meeting at 7:59 p.m.

APPROVED:

David Seymour, President of the Board

Wendy Berry, Secretary of the Board

DRAFT

Santa Ynez Community Services District Account QuickReport

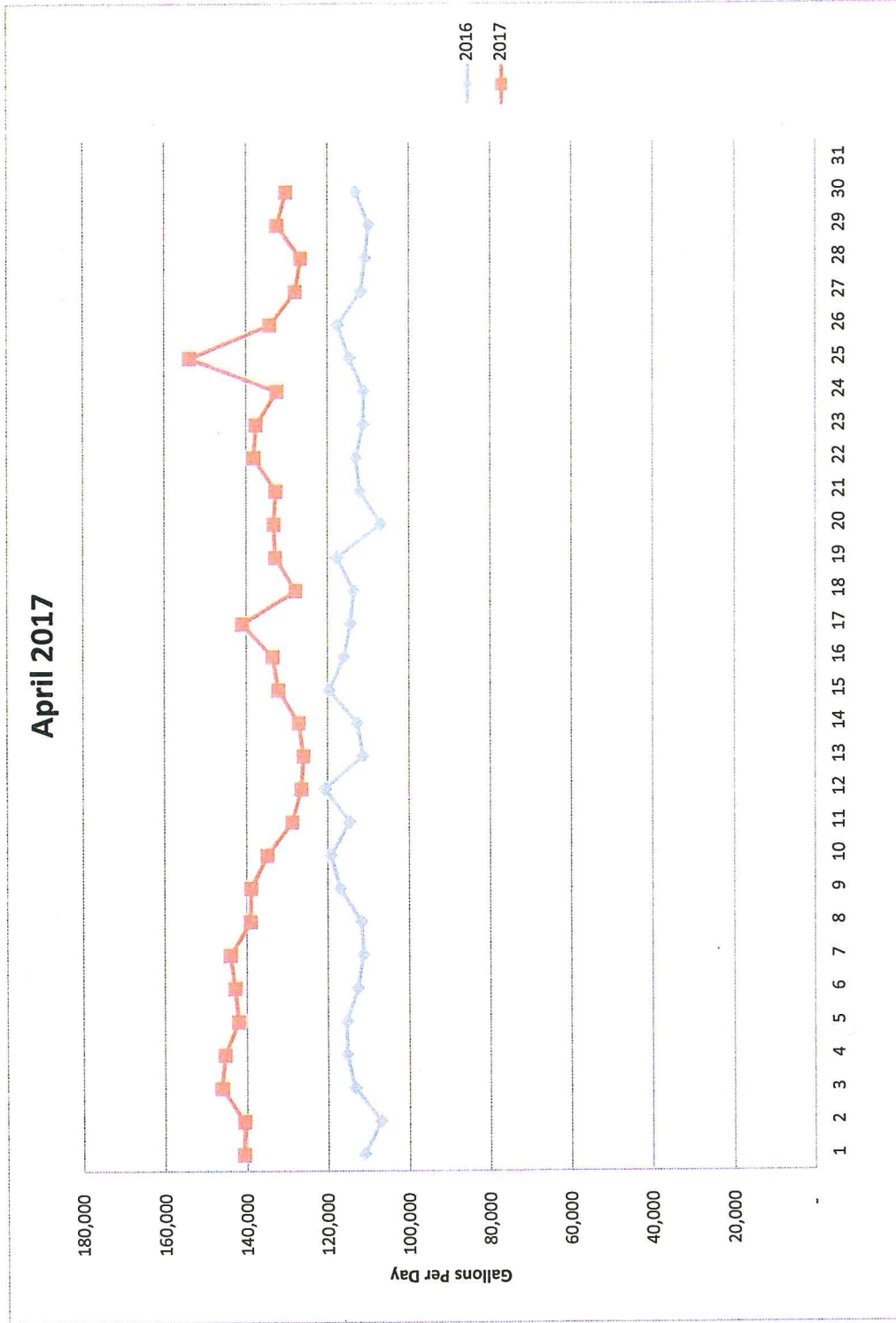
As of July 7, 2017

Date	Num	Name	Amount	Tribe
06/23/2017	13588	USA Blue Book	\$	148.10
07/06/2017	13598	Advanced Flow Measurement	\$	1,432.00
07/06/2017	13599	All Around Landscape Supply	\$	38.05
07/06/2017	13600	Cal-Coast Irrigation Inc.	\$	16.15
07/06/2017	13601	Civic Plus	3,240.01	
07/06/2017	13602	Coastal Copy	66.85	
07/06/2017	13603	Ecology Water Systems Tech	\$	1,530.00
07/06/2017	13604	FGL Environmental	\$	584.00
07/06/2017	13605	Frontier Communications	42.01 \$	51.62
07/06/2017	13606	Harrison Hardware	45.00 \$	409.92
07/06/2017	13607	Health Sanitation Services	48.78	
07/06/2017	13608	Void	0.00	
07/06/2017	13609	PG&E	1,037.17 \$	287.97
07/06/2017	13610	S.Y.R.W.C.D.	85.20 \$	50.72
07/06/2017	13611	Santa Barbara Co. Special Districts Assoc	80.00	
07/06/2017	13612	SDRMA	16,931.82 \$	13,080.10
07/06/2017	13613	Stanley Convergent Security Solutions-HSM	82.28	
07/06/2017	13614	Staples	232.27	
07/06/2017	13615	void		
07/06/2017	13616	Underground Service Alert/SC	22.50	
07/06/2017	13617	USA Blue Book	\$	629.33
07/06/2017	13618	Verizon Wireless	253.25 \$	53.70
07/06/2017	13619	Wells Fargo Vendor Fin	321.10	
07/06/2017	13620	FGL Environmental	448.00 \$	90.00
			<u>22,936.24</u>	<u>\$ 18,401.66</u>
Total			<u><u>41,337.90</u></u>	

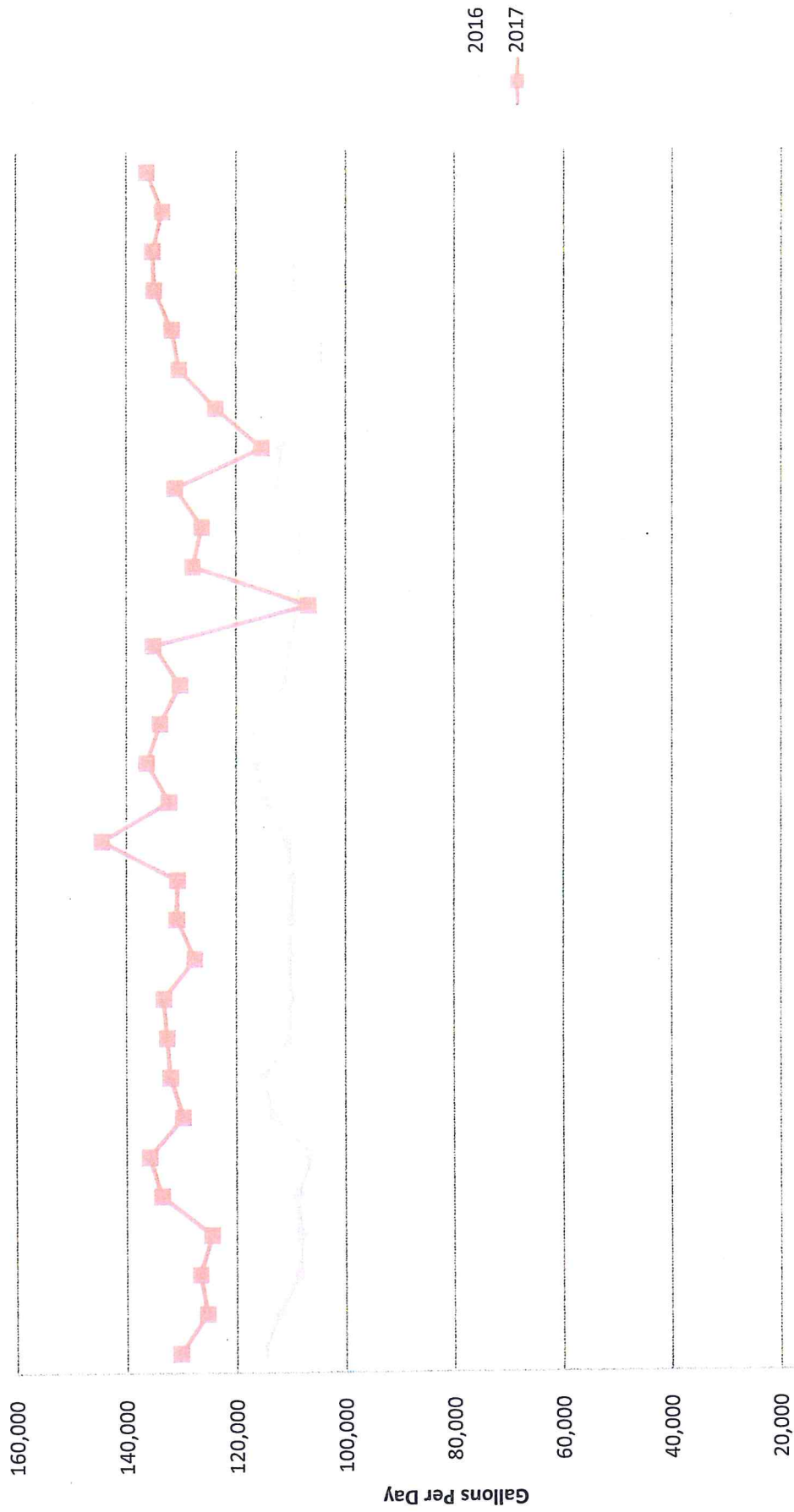
Signature

2016	2017
111,157	140,783
106,991	140,718
113,416	146,156
115,302	145,464
115,348	142,125
112,654	142,944
111,269	144,076
111,680	139,117
116,958	139,032
119,158	134,950
114,577	128,828
120,655	126,481
111,306	125,975
112,761	127,132
119,637	132,210
115,994	133,563
114,338	141,082
113,599	127,918
117,741	132,953
106,888	133,313
112,119	132,871
113,107	138,211
111,255	137,701
111,160	132,535
114,719	153,934
117,590	134,315
111,798	127,976
110,840	126,649
109,908	132,615
113,183	130,342

3,407,108 4,071,969



May 2017



2016
2017

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

2016	2017
102,577	132,582
100,243	126,906
94,656	131,125
99,087	130,118
100,221	134,130
99,193	131,865
100,296	132,100
101,624	127,828
94,288	102,426
95,681	128,790
99,203	128,790
98,974	124,398
104,973	122,824
107,163	126,448
100,045	124,179
96,006	123,190
101,137	129,410
98,245	130,392
99,621	127,292
107,426	89,757
99,780	109,535
130,147	93,936
100,910	111,456
93,631	132,123
99,352	133,566
103,200	135,625
99,670	132,291
98,708	125,948
100,598	125,157
102,136	124,960

3,028,791 3,729,147

