



**SANTA YNEZ COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' REGULAR MEETING  
Minutes of August 18, 2021**

NOTE: This meeting was held via teleconference, pursuant to the Governor's Executive Order N-29-20 (March 17, 2020)

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

President Jones called the meeting to order at 5:30 pm.

**2. ROLL CALL:**

Secretary Berry called the roll. Directors Present: Jones, D'Ambra, Redfern, Absent: Beard and Van Pelt. Van Pelt via zoom at 5:32 p.m. Staff Present: General Manager Jose Acosta, Secretary/Treasurer Wendy Berry, Legal Counsel Rick Battles by zoom

**3. PLEDGE OF ALLEGIANCE**

**4. DIRECTORS COMMENTS:**

Director Jones announced the passing of Fred Kovol. Director Jones would like Director D'Ambra and Beard to have a finance committee meeting to answer to questions on bills we were paying, questions after last meeting, and to recap everything.

**5. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Jeremy Chaja, the new Chief Plant Operator started. Peg Ivy said thank you for moving forward with the Horizon Drive project

**6. REPORTS:**

**A. Manager Report** – Jeremy has started work and he is on the ground running. Discussion on Horizon capacity charges, Jeremy is working with the Casino to increase the recycled water capacity because they are using more reclaimed water, enhance and update policies and procedures in case of power outages, the City of Solvang WWTP upgrade is moving forward and are two weeks ahead of schedule, the aeration process will decrease electric charges

**B. Legal Counsel** – The District is a member of CASA. Legislation for regulation of disposable wipes is in process to label wipes as not flushable. Penalties to wipe vendors that do not label properly may be substantial. Campaign related expenditures – if sending mass media advertising for campaign materials like bumper stickers, door hangers may not be prohibited if not encouraging the vote

**C. Secretary/Treasurer Report** –

The audit and software conversion has begun. Direct deposit is available for Board members, let staff know if interested

**D. Committee Report** - None

## 7. CONSENT ITEMS:

- A. Approval of Regular Meeting Minutes of July 21, 2021.
- B. Treasurer's Report:
  - 1. Approval of Disbursements from July 17, 2021 through August 13, 2021
  - 2. Profit & Loss Budget Performance for July 2021

Director Redfern motioned to approve the consent agenda as presented, Director D'Ambra seconded and the motion passed by a roll call vote:

**AYES: Van Pelt, Redfern, Jones, D'Ambra, Absent Beard**

### 1. ACTION ITEMS:

**A. Approval of Resolution No. 21-10:** Resolution of the Board of Directors of the Santa Ynez Community Services District approving preliminary environmental review form, authorizing notice of exemption, and setting forth findings relating to proposed capacity fee increase. The District's Environmental Committee has conducted a preliminary review of the Ordinance and has concluded that the adoption thereof is exempt from environmental review under the California Environmental Quality Act ("CEQA") pursuant to Section 21080(b)(8) of the Public Resources Code and Section 15273 of Title 14 of the California Code of Regulations. The Committee determined the proposed rate increase is exempt under CEQA. The current capacity fee charged to customers for any new connection to the District's sewer system is \$6,336.98 per Equivalent Residential Unit (ERU). Director D'Ambra motioned to approve Resolution 21-10 with a capacity increase date of May 1, 2022 and to direct staff to accept applications at the old capacity rate of \$6336.98 until April 29, 2022 Director Redfern seconded and the motion passed by a roll call vote:

**AYES: Jones, D'Ambra, Van Pelt, Redfern Absent: Beard**

**B. Approval of Ordinance No. O-21-03:** Ordinance of the Board of Directors of the Santa Ynez Community Services District increasing capacity fees. The District adopted the Sewer Service code by Ordinance O-98-04 which states the District will charge a capacity fee at the time the parcel connects to the District's sewer system. The District's current capacity fee for a single family dwelling is \$6336.98 per Equivalent Residential Unit (ERU) and will increase to \$9995.96 if adopted at the meeting. The capacity fees were last reviewed and updated in 2016. Based on the review and adopted ordinance in 2016, the fees have increased annually based on the change in the April Engineering News Record (ENR) Construction Cost Index (CCI) figures. The last comprehensive review of the capacity charges was performed in 1998.

At the February 17, 2021 Board meeting, while discussing the Rate Study, the Board directed staff to obtain the services of Tuckfield and Associates to complete a thorough Capacity Fee study, to ensure the District fees are in line with current valuations and CIP costs. Tuckfield & Associates has prepared a report dated June 18, 2021 to update the District's current capacity fees to account for recent additions and proposed capital improvements to the District's sewer system, ensure that the method for calculating capacity fees fairly allocates to new development the actual cost of the capacity provided, and establish capacity fees that are reasonable, conform to applicable laws, are easy to understand, and simple to implement. Director Van Pelt motioned to approve Ordinance O-21-03, Ordinance of the Board of Directors of the Santa Ynez Community Services District increasing capacity fees with an effective date of May 1, 2022 and amending the adoption date to August 18, 2021, Director D'Ambra seconded and the motion passed by a roll call vote:

**AYES: Jones, D'Ambra, Van Pelt, Redfern Absent: Beard**

**C. Horizon Drive Mainline Extension Project Update:** SCI has been working on the project daily. At this point they have installed all 4 manholes and the mainline along Horizon Drive. There have been two change orders submitted and approved thus far. The first change order was in the amount of \$15,500 for providing and installing 250 cubic yards of sand. The second change order is in the amount of \$6,050 for additional potholing required during the project, to locate utilities. The amounts of slurry, requested in the bid, were not accurate and additional slurry will be needed along Horizon Drive. Staff has directed SCI to use the extra sand to mitigate the amount and costs for the extra slurry that will be needed.

**9. INFORMATIONAL ITEMS:**

None

**10. ADJOURNMENT.** Director Van Pelt motioned to adjourn the meeting at 7:15 p.m., Director Redfern seconded, and the motion passed by a roll call vote:

**AYES: Jones, D'Ambra, Redfern, Van Pelt Absent: Beard**

The next regular Board of Director's meeting is scheduled for Wednesday, September 15, 2021.

APPROVED:

  
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Karen Jones, President Board of Directors

ATTEST:

  
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Wendy Berry, Secretary Board of Directors