

SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

SPECIAL MEETING MINUTES

May 18, 2017

5:30 P.M.

1070 Faraday, Santa Ynez, CA

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

OTHERS PRESENT: Matt van der Linden, Carol Griese, Joan Jamieson, Ryan Toussaint, Winston Craven

1. **CALL TO ORDER:** President Seymour called the meeting to order at 5:35 p.m.
2. **ROLL CALL:** Higgins, Maler, Seymour Director Mueller joined the meeting at 5:54 p.m.
Absent: Jones
3. **PLEDGE OF ALLEGIANCE:** Director Higgins led the Pledge of Allegiance
4. **DIRECTOR COMMENTS:** As part of the Board Policy and Procedure workshop, Director Seymour would like to adopt Rosenberg’s Rules of Order.
5. **PUBLIC COMMENTS:** Matt van der Linden gave a report on the Solvang Wastewater Treatment Plant. City of Solvang has capacity for SYCSD and Solvang. Solvang is concerned about protecting the City’s interest that is why they denied the District the extra capacity. Solvang hired Brian from Corolla Engineering to help with the denitrifying process because they have never denitrified before and to adjust the SCADA system. In April, Solvang began successfully denitrifying. Through the denitrifying process, Solvang’s plant has lost capacity and once they fine tune the process, Solvang should regain the capacity that was lost. In next fiscal year, Solvang staff is proposing to their City Council to do a conceptual study to look at a plant upgrade to include additional capacity for SYCSD and Los Olivos and to restore the lost capacity.
6. **CONSENT AGENDA:**
 - 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

Director Higgins motioned to approve the Consent Agenda as presented above, President Seymour seconded and the motion passed with three ayes: Higgins, Seymour, Maler absent: Mueller, Jones

7. ACTION ITEMS:

- 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. **The public hearing was opened at 5:50 p.m. and closed at 5:51 p.m. with no protests or objections.**
- (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. This item was tabled until Director Mueller arrives. **Director Higgins motioned to (i) overrule any and all objections, (ii) accept the terms of the proposed installment payment plan, and (iii) adopt Resolution 17-02, Director Mueller seconded and the motion passed by a roll call vote: ayes; Mueller, Seymour, Higgins, Maler; absent: Jones**
- 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. **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 is scheduled for June 21, 2017 at 5:30 in the District's Board Room. Director Higgins motioned to adopt Resolution 17-03, Director Seymour seconded and the motion passed by a roll call vote: ayes; Seymour, Maler, Higgins, Mueller absent: Jones**
- 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. **Staff introduced and read Ordinance O-17-01 in full.**
- D. Selecting a time and date for the Board workshop to review policies and procedures. **Saturday, June 17, 2017 is a tentative date to review the Board Policies and Procedures.**

8. INFORMATION ITEMS:

- A. Update on the proposal for Dunn School. **Dunn School contracted with the original Engineer who installed the advance septic system to help them with their non-compliance and doesn't need the District's services at this time.**
- B. Preliminary findings of the Grand Jury report for West Santa Ynez. **The District was never officially noticed on the Grand Jury report. Staff called the Grand Jury to find out why and because there were no findings the District is not required to respond. The Grand Jury published the report in the media because the report had beneficial information for the public to learn about the LAMP requirements and**

sewer requirements.

9. **REPORTS:**

A. **Manager's Report:** The General Manager attended Legislative Days for Special Districts in Sacramento. Jeff Hodge was elected as the Central Coast Representative for CSDA and the Vice Chair to the Legislative Committee. The CSDA takes an active role for legislation. Representatives from CALAFCO and the Little Hoover Commission also attended. AB 979 is to get Special District Representation for the 28 counties out of 58 that don't have Special District representation.

The new chlorine contact is being tested at the WWTP.
General Manager will meet with a GIS representative.

B. **Legal Counsel's Report:** SB 229 deals with accessory dwelling units and junior units and if it passes the District will have to look at how the District charges capacity fees for those units

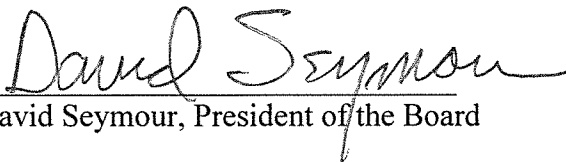
C. **Secretary/Treasurer Report:** The Secretary/Treasurer passed out the 2016 Brown Act Manual, Rosenberg's Rules of Order, Board Policy, and the Grand Jury Report and encourage the Board to read them for the good information that is provided. FEMA will be here on the 26th for an official meeting to review the information submitted on the claim forms.

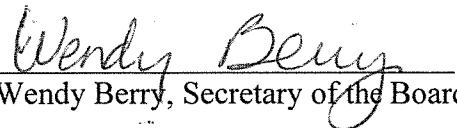
D. **Committee Reports:** Finance Committee meet on May 11, 2017 and reviewed Five Star Bank information, proposed 2017/2018 budget, and the 10-year CIP Plan. Recommendation of the Finance Committee is to open a Five Star Account, adopt the 2017/2018 Budget and 10-year CIP.

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

11. **ADJOURNMENT:** Director Seymour adjourned the meeting at 6:52 p.m.

APPROVED:


David Seymour, President of the Board


Wendy Berry, Secretary of the Board