



**Santa Ynez Community Services District
Board of Directors Regular Meeting
Minutes from February 21, 2024**

NOTE: This Meeting was held in person, and a Zoom link was provided on the Agenda

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

President Redfern called the meeting to order at 5:30 PM.

- 2. ROLL CALL:** The board secretary called the roll. The directors present were Redfern, Van Pelt, Beard, and Padelford, Director Jones via Zoom. Staff Present: Loch Dreizler, General Manager; Alicia Marin, Board Secretary; Jeff Hoskinson, General Legal Counsel.

3. DIRECTOR'S COMMENTS:

Director Padelford inquired about the status of a new streetlight [to be located at Faraday and Manzana Streets]. Vice President Van Pelt replied that he would follow up on researching the street, and Mr. Dreizler said he would follow up again with PG&E.

4. PUBLIC COMMENT:

None

5. REPORTS:

A. General Manager: Mr. Dreizler shared that the Calle Pico mainline extension construction is nearly finished, but the final work has been delayed due to the weather. He shared that the District's candidate, Craig Geyer, won the election to remain a District Member for Santa Barbara LAFCO. He also said Cannon will soon have draft construction documents for the District's ductile iron pipe replacement project. Additionally, Cannon is working on the bid for the potential larger sewer expansion project. Finally, he shared that the District's Operations Supervisor gave notice and will leave in early July 2024, giving staff ample time to find his replacement.

B. Legal Counsel: Mr. Hoskinson shared a proposition that might end up on the November 2024 ballot that may impact Prop 218.

C. Board Secretary: Ms. Marin shared that she took a CPR class with SYRWCD ID# 1 and attended the SY Chamber Business Safety meeting in the District's board room.

D. Committees: The next Wastewater Committee meeting is tentatively set for March 13 at 9:30 AM, and the Finance Committee meeting for March 27 at 9:30 AM.

6. CONSENT ITEMS:

- A. Regular Meeting Minutes of January 17, 2024
- B. Wastewater Committee Meeting of January 31, 2024
- C. Personnel Committee Meeting of February 8, 2024
- D. Finance Committee Meeting of February 14, 2024
- E. Disbursements 1/1/2024 – 1/31/2024
- F. Monthly Bank Account Balance
- G. Director's Meeting Attendance Tracker – January 17, 2024, to February 20, 2024

Vice President Van Pelt moved to approve the Consent Items, Director Jones seconded it, and the motion passed unanimously.

7. ACTION ITEMS:

- A. Develop a district protocol for responses to public communications delivered through the website, email, mail, or other means - not Board meeting public comments.**

The Board, Mr. Dreizler, and Mr. Hoskinson discussed ideas to create a policy regarding comments/communications received from the public outside of public meetings.

Director Jones motioned to have staff work with legal counsel to revise a portion of the existing policy or develop a new policy section that staff can reference when communicating with public complaints or communications – especially communication beyond the District's subject matter jurisdiction – wastewater and lighting services. President Redfern seconded the motion, and the motion passed unanimously.

- B. Conclude Retainer Agreement with Rick Battles for legal services.**

Director Padelford motioned to terminate the retainer agreement with Rick Battles. Director Beard seconded the motion, and it passed unanimously.

- C. Review the California Uniform Public Construction Cost Accounting Act ("CUPCCAA") to provide alternative bidding procedures when the District performs public work by contract.**

The Finance Committee members shared that they reviewed the Act and agreed it is a good option for the staff to have at their disposal.

Vice President Van Pelt motioned to approve the District's use of the California Uniform Public Construction Cost Accounting Act ("CUPCCAA") to provide alternative bidding procedures when the District performs public work by contract. Director Padelford seconded the motion, and it passed unanimously.

- D. Review and Discuss Budget to Actuals for the second quarter of the Fiscal Year 23/24.**

Ms. Marin presented the Budget to Actuals report for the second quarter.

No board action was necessary.

8. CLOSED SESSION: NONE

9. INFORMATIONAL ITEMS: President Redfern inquired if there will be options for staff and the Board to get additional training. Mr. Dreizler replied that he would share some dates and training for the Board via email.

10. ADJOURNMENT: President Redfern motioned to adjourn the meeting at 6:33 PM; Vice President Van Pelt seconded the motion, and the motion passed unanimously.

APPROVED:

ATTEST:

Frank Redfern, Board President

Alicia Marin, Board Secretary

SANTA YNEZ COMMUNITY SERVICES DISTRICT

Disbursements 02/01-02/29/24

Date	Payment Type	Check #	Vendor/Employee/Payee	Check Amount
02/08/2024	Check	17748	Brenntag Pacific, Inc.	\$ 2,396.39
02/08/2024	Check	17749	Coastal Copy, Inc.	\$ 73.45
02/08/2024	Check	17750	FGL Environmental	\$ 1,162.00
02/08/2024	Check	17751	Mission Communications, LLC	\$ 659.40
02/08/2024	Check	17752	USABlueBook	\$ 310.43
02/08/2024	Check	17753	WM Corporate Services, Inc.	\$ 66.08
02/21/2024	Check	17754	Brenntag Pacific, Inc.	\$ 2,393.47
02/21/2024	Check	17755	Buellflat Rock Company, Inc.	\$ 206.53
02/21/2024	Check	17756	Cannon Corporation	\$ 12,205.75
02/21/2024	Check	17757	City of Solvang	\$ 142,535.00
02/21/2024	Check	17758	Coastal Copy, Inc.	\$ 102.62
02/21/2024	Check	17759	Comcast 5776	\$ 358.93
02/21/2024	Check	17760	Comcast 5809	\$ 692.66
02/21/2024	Check	17761	Eide Bailly LLP	\$ 735.10
02/21/2024	Check	17762	Frontier	\$ 43.37
02/21/2024	Check	17763	Howell Moore & Gough LLP	\$ 1,540.00
02/21/2024	Check	17764	Jessie's Spotless Cleaning	\$ 130.00
02/21/2024	Check	17765	Mountain Spring Water	\$ 77.85
02/21/2024	Check	17766	O'Connor Pest Control	\$ 260.00
02/21/2024	Check	17767	Underground Service Alert/SC	\$ 32.75
02/21/2024	Check	17768	Wells Fargo Vendor Financial Svcs, LLC	\$ 134.69
02/21/2024	Check	17769	ZWorld GIS	\$ 1,275.00
02/05/2024	ACH	ACH20240205	PG&E	\$ 102.54
02/05/2024	ACH	ACH20240205	NBS Contribs	\$ 5,407.88
02/06/2024	ACH	ACH20240206	PG&E	\$ 2,235.62
02/14/2024	ACH	ACH20240214	SYRWCD #1	\$ 121.51
02/16/2024	ACH	ACH20240216	National Benefit Svcs Operations	\$ 18.00
02/21/2024	ACH	ACH20240221	NBS Contribs	\$ 5,481.84
02/26/2024	ACH	ACH20240226	Five Star CC	\$ 4,445.24
02/27/2024	ACH	ACH20240227	SoCalGas	\$ 112.32
02/27/2024	ACH	ACH20240227	US Bank Voyager	\$ 666.98
		Number of Checks:	22	\$ 167,391.47
		Number of ACHs:	9	\$ 18,591.93
		TOTAL Disbursements:		\$ 185,983.40

Santa Ynez Community Services District Account Balances

As of February 29, 2024

Alicia Marin, Board Secretary

ACCOUNT	02/29/2024 Balance	01/31/2024 Balance	02/28/2023 Balance	Month-to-Month Comparison	Year-to-Year Comparison
Checking	\$ 1,066,510.94	\$ 1,158,761.35	\$ 642,615.44	\$ (92,250.41)	\$ 423,895.50
Five Star Money Market	\$ 3,838,772.00	\$ 3,826,599.12	\$ 4,356,202.09	\$ 12,172.88	\$ (517,430.09)
Horizon Drive Reserve	\$ 130,944.29	\$ 130,529.06	\$ 207,282.92	\$ 415.23	\$ (76,338.63)
Mechanic's Bank Money Market	\$ 5,294.49	\$ 5,294.41	\$ 5,095.87	\$ 0.08	\$ 198.62
Local Agency Investment Fund (LAIF)	\$ 170,246.72	\$ 170,246.72	\$ 164,636.09	\$ -	\$ 5,610.63
King's Capital (CD's)	\$ 927,783.30	\$ 929,133.80	\$ 595,097.46	\$ (1,350.50)	\$ 332,685.84
TOTAL	\$ 6,139,551.74	\$ 6,252,308.24	\$ 5,970,929.87	\$ (112,756.50)	\$ 168,621.87

Board Meeting Attendance (max \$1,050 per month per director)						
Board Meetings (\$175)	Date	Frank Redfern	Bradlee Van Pelt	David Beard	Karen Jones	Tina Padelford
Regular Board Meeting	2/21/2024	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00
Special Board Meetings						
Sub-Total		\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00	\$ 175.00
Standing Committees (\$87.50)						
Finance						
Personnel						
Community Interface						
Wastewater Treatment						
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
Ad-Hoc Committees (\$87.50)						
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
Other Meetings (\$87.50)						
Pre-Agenda with GM	3/11/2024	\$ 87.50				
CSDA Meeting						
Misc (GM requested vehicle discussion)						\$ 87.50
Sub-Total		\$ 87.50	\$ -	\$ -	\$ -	\$ 87.50
TOTAL		\$ 262.50	\$ 175.00	\$ 175.00	\$ 175.00	\$ 262.50