

SANTA YNEZ COMMUNITY SERVICES DISTRICT
MEMORANDUM

TO: Board of Directors

FROM: Loch A. Dreizler, General Manager
Alicia Marin, Office Manager/Board Secretary

DATE: August 16, 2023

SUBJECT: Installment payment agreement for APN 141-350-004, 3085 Horizon Drive.
Approve the Installment Payment Plan agreement.

Recommendation: Review and accept the costs and terms in the attached agreement, approve the installment payment plan agreement for APN 141-350-004, direct staff to publish a protest hearing, and bring the approval resolution to your Board at the September board meeting.

Proposed Motion: I move to accept the costs and terms in the attached agreement, approve the installment payment plan agreement for APN 141-350-004, direct staff to publish a protest hearing, and bring the approval resolution to your Board at the September board meeting.

Policy Implications: Resolution 17-01 established a revised policy for approving installment payment plans for capacity fees and other costs for new connections. Health and Safety Code Section 5463 permits installment payment plan to be added to the tax rolls.

Fiscal Implications:

The District will not receive capacity fees upfront. The fees would be collected through the property tax on an annual basis, payable twice a year, providing the property taxes are paid on time.

Alternatives Considered: None

Discussion: The staff and property owner reviewed the steps of the installment payment plan and determined which costs the property owner would like to include in the installment payment plan. The total cost is \$75,472.11, or \$703.50 monthly, to be placed on the property tax bill annually at \$8,442.00 (\$703.50 * 12 months)

Attachment(s):

1. Installment payment agreement
2. Installment payment checklist