

SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

REGULAR MEETING MINUTES

March 15, 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: Ryan Toussaint, Joan Jamieson, Winston Craven, Terri Kaslow

1. **CALL TO ORDER:** President Seymour called the meeting to order at 5:32 p.m.
2. **ROLL CALL:** Maler, Higgins, Seymour, Mueller, Jones
3. **PLEDGE OF ALLEGIANCE:** Director Seymour led the pledge of allegiance.
4. **DIRECTOR COMMENTS:** Director Seymour attended the SBCSDA meeting and the speaker was from the emergency services department who spoke about all the services, what they do, when those services come into play and how prepared they are for emergencies. Director Jones attended the Los Olivos CSD formation committee meeting on Sunday, March 12, 2017. The topics discussed were the progress their making, recruiting potential board members, and LOCSD has continued to move forward.
5. **PUBLIC COMMENTS:** None
6. **APPROVAL OF MINUTES:** Review for Board approval draft minutes of the Regular Meeting of February 15, 2017 and the Special Meeting of February 28, 2017. Director Higgins motioned to approve the Regular Minutes of February 15, 2017, Director Maler seconded it and the motion passed with five ayes: Maler, Higgins, Seymour, Mueller, Jones. Director Seymour motioned to approve the minutes of the Special Meeting of February 28, 2017, Director Higgins seconded and the motion passed with four ayes: Maler, Seymour, Higgins, Mueller Abstain: Jones.
7. **VOUCHER PAYMENTS:** Review for Board ratification payments made from February 16, 2017 through March 15, 2017. Director Mueller motioned to ratify the vouchers payments from February 16, 2017 through March 15, 2017, Director Higgins seconded and the motion passed by five ayes: Maler, Higgins, Seymour, Mueller, Jones.

8. **ADOPT RESOLUTION 17-01, RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA YNEZ COMMUNITY SERVICES DISTRICT REPEALING RESOLUTION NO. 15-03 AND ADOPTING REVISED INSTALLMENT PAYMENT POLICY FOR CAPACITY FEES AND RELATED COSTS.** On May 20, 2015, the Board adopted Resolution 15-03, establishing and installment payment plan for connection fees and related costs. The Board developed the original installment payment policy to help residents afford to connect to sewer. Resolution 17-01 is established and repeals 15-03 to include the newly annexed West Santa Ynez area, refer to connection fees as capacity fees, include miscellaneous fees for laterals, saddles, plan check fees, permit fees, and administrative charges, add additional connection charge, and change the term up to a 20-year term. Direction Higgins motioned to adopt Resolution 17-01, Resolution of the Board of Directors of the Santa Ynez Community Services District repealing Resolution 15-03 and adopting revised installment payment policy for capacity fees and related costs, Director Mueller seconded and the motion passed by a roll call vote: ayes; Seymour, Maler, Mueller, Higgins nays; Jones
9. **CONSIDERATION AND ACTION REGARDING POLICIES AND PROCEDURES APPLICABLE TO THE BOARD OF DIRECTORS AND STAFF.** The District’s policies and procedures haven’t been updated for at least four years and they should be reviewed to determine if an update is needed. Director Jones wants to be a member of the Ad Hoc committee. Director Jones motioned to appoint an Ad Hoc committee to work with staff and legal counsel to review, update and develop policies and procedures and bring back to the Board for approval, Director Mueller seconded and the motion passed by a roll call vote: ayes; Maler, Seymour, Mueller, Jones nays; Higgins
10. **STAFF REPORTS:**
- A. Manager’s Report
- The sewer line repair that was authorized at the special meeting was repaired that Friday and paid for as seen in the voucher report.
 - There are many things going on with Legislation like Little Hoover Commission is very into why there are so many multiple districts. Padro Nava is the representative locally There was a Little Hoover sub-committee meeting, Jeff attended via phone.
 - All travel to Sacramento is reimbursed by CSDA.
 - An idea floating around legislation is that every ten years’ special districts should hold an election to see if they should exist. AB 972 is supporting the other counties that do not have special districts representation on their boards, saying they should be on the board.
 - SBCSDA will be held at Glenn Annie with the new APC District Manager as the speaker on March 27, 2017.
 - The Board is encouraged to attend the Special District Leadership training in San Luis Obispo at the end of April
- B. Legal Fees
- District emails and texts conducted on personal electronic devices are subject to the Public Record Act.

C. Secretary Report

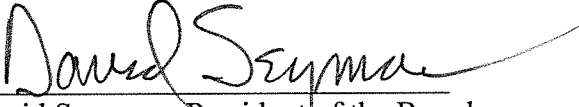
Ethics training still needs to be done.

D. Committee Reports: The wastewater committee had a meeting recently and would like to have more meetings. The wastewater committee from Solvang is sitting in the audience.

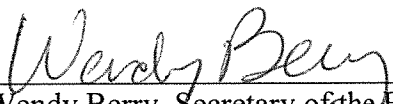
11. **TENTATIVE AGENDA ITEMS FOR FUTURE MEETINGS:** Employee Handbook, Sewer Code, Design Specifications, Mainline Extension Agreement, revise water softener ordinance.

12. **ADJOURNMENT:** Director Seymour adjourned the meeting at 7:17 p.m.

APPROVED:



David Seymour, President of the Board



Wendy Berry, Secretary of the Board