



SUMMERLAND SANITARY DISTRICT
2435 Wallace Avenue
Regular Board of Directors Meeting
Thursday December 12, 2019 at 5:00 p.m.

MINUTES

THE MEETING WAS CALLED TO ORDER AT 5:05 P.M. BY PRESIDENT J. FRANKLIN

I. ROLL CALL

DIRECTORS PRESENT JOLENE COLOMY
 JOHN FRANKLIN
 MARTIN TUCKER
 JAMES WITMER

ABSENT DAVID NOVIS

ALSO, PRESENT MICHAEL SULLIVAN General Manager
 MARJON SOUZA Office Manager/Clerk to the Board

II. ORGANIZATIONAL MEETING

A motion was made by Director J. Witmer to move the organizational meeting to the next Board meeting. The motion was seconded by Director Colomy and passed with four ayes and one absent vote.

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

A motion was made by Director M. Tucker to approve the agenda. The motion was seconded by Director J. Colomy and passed with four ayes and one absent vote.

V. PUBLIC COMMENT

No Public Comment.

VI. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 14, 2019

A motion was made by Director J. Colomy to approve the minutes for the regular board meeting. The motion was seconded by Director M. Tucker and passed with four ayes and one absent vote.

VII. APPROVAL OF THE MONTHLY EXPENSES FOR THE MONTH OF NOVEMBER, INCLUDING PAYROLL AND PETTY CASH

General Manager M. Sullivan answered and clarified questions the Board had about pay out of bills. A motion was made by Director J. Colomy to approve the monthly expenses, including

Summerland Sanitary District
Minutes Regular Board Meeting 12/12/2019

payroll and petty cash totaling \$80,152. The motion was seconded by Director M. Tucker and passed with four ayes and one absent vote.

VIII. COMMITTEE REPORTS

- A. Finance Committee Report
The Finance Committee did not meet.
- B. Administration, Operations & Personnel (AOP) Committee Report
The AOP Committee did not meet.

IX. NEW BUSINESS

A. Financial Statements FY2018-19 and Management Report June 30, 2019

The Board reviewed a letter from Bartlett, Pringle and Wolf, LLP to the Board of Directors dated December 12, 2019 with the information that no significant matters related to the annual audit was experienced.

The Board received a presentation of the Draft Annual Financial Statements FY 2018-19 presented by Tracey Solomon, CPA of Bartlett, Pringle & Wolf, LLP. Ms. Solomon answered and clarified any of the questions the Board members had on the Financials. Overall, the District is in good financial shape.

The Board of Directors accepted the Financial Statements as presented and thanked Ms. Solomon for the audit work and her presentation.

General Manager Sullivan thanked Ms. Solomon as well for her services. At this point Ms. Solomon left the meeting.

B. Board Governance Workshop

The Board received a staff report on outreach efforts to neighboring Districts for interest in attending the Board Governance Workshop. Two Districts responded to the email that was sent out informing the Summerland Sanitary District that they were not interested.

The Board decided not to pursue the workshop as presented by Rauch Communications and will explore other alternatives.

C. Financial Status Report November 2019

The General Manager submitted Financial Status and Cash Balances Reports for Funds 5215, 5216 & 5217 and provided explanation where requested.

X. OPERATIONS FACILITY AND COLLECTION REPORT

General Manager M. Sullivan provide a written report on operations, facility and collection maintenance and provided explanation where requested.

Summerland Sanitary District
Minutes Regular Board Meeting 12/12/2019

Budget 5217 for FY2019-20 was approved by the Board of Directors with an allocation of \$45,000 for Vehicle Replacement. General Manager Sullivan received two proposals from dealerships for a company truck. Director M. Tucker requested the General Manager to contact County of Santa Barbara Vehicle Fleets Manager to find out if ordering through them will provide the District with a possible savings. General Manager Sullivan will investigate this.

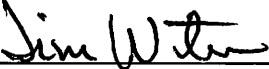
XI. BOARD COMMUNICATIONS

- A. Board communications: none
- B. Items for future Board meetings:
 - Organizational Meeting
 - Vehicle Replacement/ Bids
- C. Next Board meeting date:
Thursday January 9, 2020 at 5:00 p.m.

XII. ADJOURNMENT

A motion was made by Director M. Tucker to adjourn the meeting at 6:10 pm. The motion was seconded by Director J. Witmer and passed with four ayes and one absent vote.

Respectfully submitted:



Jim Witmer

Date: January 9, 2020
Minutes prepared by M. Souza