



## Minutes of the Regular Board of Directors Meeting

Wednesday, June 14, 2023, at 3:00 p.m.

These are the minutes of the regular meeting of the Summerland Sanitary District Governing Board held at the District's Office at 2435 Wallace Avenue, Summerland, California.

The public was able to listen to the meeting telephonically by calling +1 669 900 6833 (San Jose), code 983 226 8568, or through the internet at <https://us02web.zoom.us/j/9832268568>. The public was also invited to attend the meeting in person.

The agenda notice for this meeting, including instructions for the public to provide comments and/or participate in the electronic meeting, was posted on the district's website and bulletin board and at the Post Office at least 72 hours in advance of the meeting.

VICE-PRESIDENT WITMER CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:02 P.M.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT

JOHN FRANKLIN  
GARY ROBINSON  
JAMES WITMER

ABSENT

JOLENE COLOMY  
MARTIN TUCKER

OTHERS PRESENT

DAVID LEWIS  
MARJON (MAR) SOUZA

Operations Manager  
Administrative Manager

II. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

Vice-President J. Witmer asked if there were any modifications and/or changes. Hearing no objections, the agenda was approved as submitted.

V. PUBLIC COMMENT [Non-Agenda Items]

No public comments were submitted in advance and no members of the public were present at the meeting location, or via Zoom.

VI. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF MAY 11, 2023 [Action Item]

A motion was made by Director J. Franklin to approve the minutes of the Regular Board Meeting of May 11, 2023. The motion was seconded by Director G. Robinson, and was carried by the following roll call vote:

AYES:	3	J. Franklin, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	2	J. Colomy, M. Tucker
ABSTAIN:	0	None

VII. APPROVAL OF THE MONTHLY EXPENSES FOR MAY 2023, INCLUDING PAYROLL AND PETTY CASH  
[Action Item]

District Management answered the Board’s questions and clarified information about the payout of bills. A motion was made by Director J. Franklin to approve the monthly expenses, including payroll and petty cash totaling \$80,327 for Fund 5215. The motion was seconded by Director G. Robinson, and was carried by the following roll call vote:

AYES:	3	J. Franklin, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	2	J. Colomy, M. Tucker
ABSTAIN:	0	None

VIII. COMMITTEE REPORTS

A. Finance Committee Report

The Committee met on May 24, 2023, to review the draft budget FY2023-24. The Finance Committee will give its recommendations under Agenda item A. Budget Review and Approval.

B. Administration, Operations & Personnel (AOP) Committee  
Did not meet.

C. Ad-Hoc Committee Annexation and Dissolution  
Did not meet.

VIII. NEW BUSINESS ITEMS

A. Budget Review & Resolution No. 2023-02; Adopting of Operations Budget Fund 5215, Capital Facilities Budget Fund 5216, and Capital Replacement and Repair Budget Fund 5217 for FY2023-24 [Action Item]

The Board reviewed the proposed FY2023-24 Annual Budget for consideration. Director J. Franklin said that The Finance Committee discussed the proposed budget during its May 24th Committee Meeting and recommended a 4% COLA. The draft budget presented to the Finance Committee as prepared was accepted, with a couple of minor adjustments. The adjustments were incorporated into the budget as shown in Appendix A.

A motion was made by Director G. Robinson to approve Resolution No. 2023-02, Adopting of Operations Budget Fund 5215, Capital Facilities Budget Fund 5216, and Capital Replacement and Repair Budget Fund 5217 for FY2023-24. The motion was seconded by Director J. Franklin, and was carried by the following roll call vote:

AYES:	3	J. Franklin, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	2	J. Colomy, M. Tucker
ABSTAIN:	0	None

B. Resolution No. 2023-03; Setting the Date for a Hearing and Giving Notice Thereof of Election to Collect Sewer Serves Charges on the County Tax Roll [Action Item]

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The Board reviewed Resolution No. 2023-03 for collecting sewer service charges on the County tax roll for the Fiscal Year 2023-24.

A motion was made by Director J. Franklin to approve Resolution No. 2023-03, collecting sewer service charges on the County tax roll for the Fiscal Year 2023-24. The motion was seconded by Director G. Robinson, and was carried by the following roll call vote:

AYES:	3	J. Franklin, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	2	J. Colomy, M. Tucker
ABSTAIN:	0	None

- C. Resolution No. 2023-04; Agreeing that the Alternate Method of Distribution of Property Tax Levies & Assessments is Applicable to Tax Levies Made by the County of Santa Barbara, State of California [Action Item]

The Board reviewed Resolution No. 2023-04; Agreeing that the alternate method of distribution of property tax levies & assessments is applicable to tax levies made by the County of Santa Barbara.

A motion was made by Director J. Franklin to approve Resolution No. 2023-04, Agreeing that the alternate method of distribution of property tax levies & assessments is applicable to tax levies made by the County of Santa Barbara.

The motion was seconded by Director G. Robinson, and was carried by the following roll call vote:

AYES:	3	J. Franklin, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	2	J. Colomy, M. Tucker
ABSTAIN:	0	None

- D. CSDA Board of Directors Election Ballot- Term 2024-2026- Coastal Network [Action Item]

The Board reviewed the information listed on the ballot for the CSDA Board of Directors Seat, term 2024-2026-Coastal Network.

A short discussion took place, and thereafter a motion was made by Director J. Franklin to vote for Ronald Stassi for Seat C- CSDA, Coastal Network. The motion was seconded by Director G. Robinson, and was carried by the following roll call vote:

AYES:	3	J. Franklin, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	2	J. Colomy, M. Tucker
ABSTAIN:	0	None

- X. FINANCIAL STATUS REPORT – May 2023 [Action Item]

The Board received Financial Status and Cash Balances Reports for Funds 5215, 5216, and 5217, and staff provided explanations as requested.

The report was accepted as submitted.

- IX. OPERATIONS MANAGER REPORT

Operations Manager D. Lewis provided a written report and answered Board questions.

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X. ADMINISTRATIVE MANAGER REPORT

Administrative Manager M. Souza provided a written report and answered Board questions.

XI. BOARD COMMUNICATIONS

A. Board communications: None

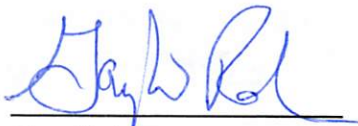
B. Items for future Board meetings

C. The next regular board meeting is Thursday, July 14, 2023

XII. ADJOURNMENT

A motion was made by Director J. Witmer to adjourn the Regular Board Meeting at 3:50 p.m. and was seconded by Director J. Franklin and carried by three ayes and 2 absent votes.

Respectfully submitted:



Gary Robinson  
Secretary

Date: July 13, 2023

Minutes prepared by M. Souza