



Minutes of the Regular Board of Directors Meeting

Thursday, September 14, 2023, at 3:00 p.m.

These are the minutes of the Summerland Sanitary District Governing Board meeting 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 J. WITMER CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:01 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 | Operations Manager |
| | MARJON (MAR) SOUZA | Administrative Manager |

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

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

IV. PUBLIC COMMENT [Non-Agenda Items]

- V. 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 AUGUST 10, 2023 [Action Item]

A motion was made by Director G. Robinson to approve the minutes of the Regular Board Meeting of August 10, 2023. The motion was seconded as amended 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 |

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

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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 \$40,284 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
Did not meet.
- B. Administration, Operations & Personnel (AOP) Committee
Did not meet.
- C. Ad-Hoc Committee Annexation and Dissolution
Did not meet.

IX. FINANCIAL STATUS REPORT – AUGUST 2023 [Action Item]

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

A motion was made by Director G. Robinson to accept the financial status report for August 2023. 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 |

X. OPERATIONS MANAGER REPORT

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

XI. ADMINISTRATIVE MANAGER REPORT

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

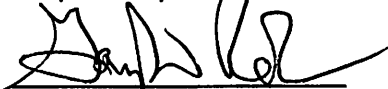
IX. BOARD COMMUNICATIONS

- A. Board communications: Submittal of the letter in support of the Assembly California Assembly Constitutional Amendment 13.
- B. Items for future Board meetings: none
- C. The next regular board meeting is Thursday, October 12, 2023.

X. ADJOURNMENT

Vice-President J. Witmer adjourned the meeting at 3:46 p.m.

Respectfully submitted:



Gary Robinson
Secretary

Date: October 12, 2023

Minutes prepared by M. Souza