



Minutes of the Regular Board of Directors Meeting

Thursday, January 9, 2025, 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) Meeting Code ID: 983 226 8568 Passcode 123 or through the internet at <https://us02web.zoom.us/j/9832268568?pwd=nlt8jNgA5Dokwx950nKL4h0nmahQbj.1&omn=85964199693>.

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.

PRESIDENT G. ROBINSON CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:00 P.M.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY JOHN FRANKLIN TRICIA PRICE GARY ROBINSON JAMES WITMER
ABSENT	-

OTHERS PRESENT	DAVID LEWIS	Operations Manager
	MARJON (MAR) SOUZA	Administrative Manager

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President G. Robinson asked if there were any modifications or changes. Hearing no objections, the agenda was approved as submitted.

IV. PUBLIC COMMENT [Non-Agenda Items]

President G. Robinson asked the Clerk of the Board M. Souza if there were any public comments. No public comments were submitted in advance and no member of the public was present in person or via Zoom videoconference.

V. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING AND ORGANIZATIONAL MEETING OF DECEMBER 12, 2024 [Action Item]

Director J. Colomy made a motion to approve the regular board meeting minutes of December 12, 2024. The motion was seconded by Director John Franklin and was carried by the following roll call vote:

AYES: 5 J. Colomy, J. Franklin, T. Price, G. Robinson, J. Witmer

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NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

VI. APPROVAL OF THE MONTHLY EXPENDITURES FOR DECEMBER 2024, INCLUDING PAYROLL AND PETTY CASH [Action Item]

District Management answered the Board’s questions and clarified information about the payout of bills. Director J. Colomy made a motion to approve the monthly expenditures, including payroll and petty cash totaling \$85,852 from Operations Fund 5215 and \$4,164 from Capital Expenditure Fund 5217. The motion was seconded by Director T. Price, and was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, T. Price, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

VII. COMMITTEE REPORTS

A. Finance Committee Report

Did not meet.

B. Administration, Operations & Personnel (AOP) Committee

Did not meet.

C. Ad-Hoc Strategic Committee

The committee did not meet. An update report on the “Outfall Pipeline Rehabilitation and/or Replacement Information Gathering” was included in the board meeting package.

D. Ad-Hoc Rate Study Committee

The Committee met on December 19th and December 31st. A Special Board Meeting has been scheduled for January 30, 2025, at 3:00 p.m. to present the Draft Cost-of-Service Report.

VIII. NEW BUSINESS ITEMS

A. **Financial Statements FY2023-24 and Management Report June 30, 2024 [Action Item]**

The Board received a presentation of the Financial Statements FY2023-24 and Management Report June 30, 2024, presented by Tracey Solomon, and Michael Shaner of Bartlett, Pringle & Wolf, LLP.

The Board was requested to accept the Financial Statements FY2023-24 and Management Report June 30, 2024, as presented.

Director J. Colomy made a motion to accept the Annual Financial Report and Management Report FY 2023-24 as submitted. The motion was seconded by Director J. Franklin, and was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, T. Price, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

B. **Study Report: Montecito Sanitary District Collection System and Flow Equalization Analysis for Montecito Water District [Action-Item]**

copy of the final connection/flow equalization analysis SSD-MSD study was included in the board meeting package.

Director J. Franklin made a motion to accept the "connection/flow equalization analysis SSD-MSD study report" as submitted. The motion was seconded by Director J. Witmer, and was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, T. Price, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

X. FINANCIAL STATUS REPORT – DECEMBER 2024 [Action Item]

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

Director J. Franklin made a motion to accept the Financial Status Report as presented. The motion was seconded by Director J. Colomy and was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, T. Price, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

XI. OPERATIONS MANAGER REPORT

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

XII. ADMINISTRATIVE MANAGER REPORT

Administrative Manager M. Souza provided a written and oral report and answered Board questions. The Board was informed of the Notice of Violation Letter that was sent by legal counsel on January 3, 2025, to the property owners of 121 Hollister Street.


IX. BOARD COMMUNICATIONS

- A. Board Communications: none
- B. Items for future Board meetings: Draft Cost-of-Service analysis Rate Study, Special Board Meeting Thursday, January 30, 2025, at 3:00 p.m.
- C. Next regular board meeting: February 13, 2025.

X. ADJOURNMENT

President G. Robinson adjourned the meeting at 4:35 p.m.

Respectfully submitted:


 Jolene Colomy
 Secretary

Date: February 13, 2025

Minutes prepared by M. Souza