**Santa Ynez River Water Conservation District,**

**Improvement District No.1**

**April 15, 2025 Regular Meeting Minutes**

A Regular Meeting of the Board of Trustees of the Santa Ynez River Water Conservation District, Improvement District No.1, was held at 3:00 p.m. on Tuesday, April 15, 2025, in-person at 1070 Faraday Street.

Trustees Present: Jeff Clay

 Mike Burchardi

 Brad Joos

 Mark Moniot

 Nick Urton

Trustees Absent: None

Others Present: Paeter Garcia Racel Cota Kylie Kelleher

 Dan Drugan Gary Kvistad

1. **Call to Order and Roll Call:**

President Clay called the meeting to order at 3:03 p.m., he stated that this was a Regular Meeting of the Board of Trustees. Ms. Cota conducted a roll call and reported that all five Trustees were present.

1. **Pledge of Allegiance:**

President Clay led the Pledge of Allegiance.

1. **Report by the Secretary to the Board regarding Compliance with the Requirements for Posting of the Notice and Agenda:**

Ms. Cota reported that the Agenda for this meeting was posted in accordance with the California Government Code commencing at Section 54953, as well as District Resolution No. 340.

1. **Additions or Corrections, If Any, to the Agenda:**

There were no additions or corrections to the Agenda.

1. **Public Comment:**

President Clay welcomed any members of the public and offered time for members of the public to speak and address the Board on matters not on the Agenda. There was no public comment. Mr. Garcia reported that no written comments were submitted to the District for the meeting.

1. **Consideration of the Minutes of the Regular Meeting of March 18, 2025:**

The Regular Meeting minutes from March 18, 2025 were presented for consideration.

President Clay asked if there were any changes or additions to the Regular meeting minutes of March 18, 2025. There were no changes or additions requested.

It was **Moved** by Trustee Burchardi, seconded by Trustee Urton, and carried by a unanimous 5-0-0 voice vote to approve the March 18, 2025 Regular meeting minutes as presented.

1. **Consent Agenda:**

The Consent Agenda report was provided in the Board packet.

Mr. Garcia reviewed the Consent Agenda materials for the month of March.

It was **Moved** by Trustee Moniot, seconded by Trustee Burchardi, and carried by a unanimous 5-0-0 voice vote to approve the Consent Agenda as presented.

1. **Manager Reports - Status, Discussion, and Possible Board Action on the Following Subjects:**
2. **District Administration**
3. Financial Report on Administrative Matters
4. Presentation of Monthly Financial Statements – Revenues and Expenses

Ms. Cota announced that the Financial Statements were provided to the Board via email earlier in the day, included in the meeting handout materials, and posted on the District’s website.

Ms. Cota reviewed the Statement of Revenues and Expenses for the month of December. She stated that the Statement of Revenues and Expenses year-to-date includes figures for the nine months ended March 31, 2025, and budget is on-track. She highlighted various line-items related to revenue and expense transactions that occurred during the month. Ms. Cota stated that revenue exceeded expenses by $108,626.74 and the year-to-date March 2025 net income was $3,692,014.53.

1. Approval of Accounts Payable

Ms. Cota announced that the Warrant List was provided to the Board via email earlier in the day, included in the meeting handout materials, and posted on the District’s website.

The Board reviewed the Warrant List which covered warrants 26483 through 26536 in the amount of $443,274.42.

It was **Moved** by Trustee Joos, seconded by Trustee Urton, and carried by a unanimous 5-0-0 voice vote to approve the Warrant List for March 19, 2025 through April 15, 2025.

1. Change in Authorized Contacts for Bank of America Corporate Credit Card Account

Ms. Cota reported that the District’s Bank of America Corporate Card Account still identifies Chris Dahlstrom and Mary Martone (Mary Robel), both of whom have retired, as the District’s Authorized Contacts for the account. She explained that Bank of America requires Board action to change the District’s Authorized Contacts. Ms. Cota recommended a change in Authorized Contacts to Paeter Garcia, the District’s General Manager, and Racel Cota, the District’s Administrative and Financial Manager.

It was **Moved** by Trustee Burchardi, seconded by Trustee Joos, and carried by a unanimous 5-0-0 voice vote to approve the Change in Authorized Contacts for the District’s Bank of America Corporate Credit Card Account.

1. Updates to District Personnel Policy Manual

Mr. Garcia explained that certain provisions of the District’s Personnel Policy Manual are outdated in relation to California’s legalization of cannabis, the District’s no-smoking policy, and how the Substance Abuse Policy addresses the use of legal and illegal drugs. Mr. Garcia presented a staff memo to the Board and reviewed proposed revisions to the Personnel Policy Manual, including Sections 4.5 (Improper Employee Conduct), Section 4.21 (No Smoking), and Appendix B (Substance Abuse Policy). Board discussion ensued.

It was **Moved** by Trustee Moniot, seconded by Trustee Joos, and carried by a unanimous 5-0-0 voice vote to adopt the proposed revisions to the District’s Personnel Policy Manual.

1. **Operations**
2. General Update

Mr. Drugan gave an update to the Board regarding the District’s recent transition to SWP supplies at the beginning of April.

Mr. Drugan also reported that the Madera Yard Fencing project is well underway and expected to be complete in the near future. He noted that a pre-construction meeting for the Refugio 3 Pump Replacement project is set to take place very soon.

1. Proposed Mesa Verde Road Maintenance

Mr. Garcia informed the Board that the Central Coast Water Authority (CCWA) is planning to move forward with pavement improvement/maintenance work on Mesa Verde Road from Refugio Road east to the CCWA pumping plant. He noted that CCWA’s project has prompted a discussion among CCWA, the District, and various landowners along Mesa Verde Road about whether to extend the road work from the CCWA pumping plant to the west end of Mesa Verde Road where the District’s CCWA turnout is located. Mr. Garcia indicated that he will update the Board as discussions proceed.

1. **Report, Discussion, and Possible Board Action on the Following Subjects:**
2. **Sustainable Groundwater Management Act**
3. Eastern Management Area (EMA) Update

Mr. Garcia reported that he and Trustee Joos attended the March 20, 2025 meeting and public workshop of the Eastern Management Area Groundwater Sustainability Agency (EMA GSA) and the EMA Citizens Advisory Group (EMA CAG). He noted that the primary focus of the meeting/workshop was to receive GSA and public input on a proposed groundwater pump charge for the EMA. The meeting also covered the proposed groundwater well registration and metering programs for the EMA. A copy of the meeting notice and agenda was included in the board packet. The next meeting of the EMA GSA is currently scheduled to be held on April 17, 2025.

1. **Reports by the Board Members or Staff, Questions of Staff, Status Reports, Announcements, Committee Reports, and Other Matters and/or Communications Not Requiring Board Action**

Mr. Garcia briefly discussed ID No.1 letters sent to Congressman Salud Carbajal and Congressman Adam Schiff in support of funding for Solvang’s Wastewater Treatment Plant.

1. **Correspondence: General Manager Recommends Filing of Various Items:**

The Correspondence List was received by the Board.

1. **Requests for Items to be Included on the Next Regular Meeting Agenda:**

There were no requests from the Board.

1. **Next Meeting of the Board of Trustees:**

President Clay stated that the next Regular Board meeting of the Board of Trustees is scheduled for May 20, 2025.

1. **Closed Session:**

The Board adjourned to closed session at 4:23 p.m.

1. **Conference with Legal Counsel - Existing Litigation**

[Subdivision (d)(1) of Section 54956.9 of the Government Code – 2 Cases]

1. Name of Case: Adjudicatory proceedings pending before the State Water Resources Control Board regarding Permit 15878 issued on Application 22423 to the City of Solvang, Petitions for Change, and Related Protests
2. Name of Case: Central Coast Water Authority, et al. v. Santa Barbara County Flood Control and Water Conservation District, et al., Santa Barbara County Superior Court Case No. 21CV02432
3. **Conference with Legal Counsel - Potential Litigation**

[Subdivision (d)(4) of Section 54956.9 of the Government Code – Potential Initiation of Litigation By the Agency – One Matter]

1. **Reconvene Into Open Session:**

[Sections 54957.1 and 54957.7 of the Government Code]

1. Report (if any) on Closed Session Agenda Items 14.A – 14.B

The Board reconvened to open session at approximately 5:00 p.m. Mr. Garcia announced that the Board met in closed session in accordance with Agenda Items 14.A through 14.B. He reported that there was no reportable action regarding any of the closed session Agenda Items.

1. **Adjournment:**

Being no further business, it was **Moved** by Trustee Joos, seconded by Trustee Urton, and carried by a 5-0-0 voice vote to adjourn the meeting at approximately 5:00 p.m.

**THE APRIL 15, 2025 MINUTES WERE APPROVED AT THE May 20, 2025 REGULAR MEETING.**