

Julie Kennedy, President
Lisa Palmer, Vice President
Tom Fayram, Director
Greg Parks, Director
Tom Nelson, Director



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
PROJECT MANAGEMENT SUBCOMMITTEE MEETING**

Posted: 3-24-2024

April 4, 2025 – 9:00 AM

St. Mark's In The Valley

2901 Nojoqui Avenue, Los Olivos, California 93441

Please observe decorum and instructions from the Subcommittee Chair

Subcommittee Members: Vice President Palmer (Chair) and Director Nelson

This meeting will be held both in-person and electronically via Zoom Meetings. In-person the meeting will be held at the following locations:
St Mark's in the Valley Episcopal Church, 2901 Nojoqui Ave, Los Olivos CA 93441

The public will also be able to hear and participate electronically via Zoom by using the following links:

Zoom: <https://us06web.zoom.us/j/84350602040?pwd=2VNVNnaY2fzB7MI6OML33oz2sND8RU.1>

By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 843 5060 2040 Passcode: 909261

One tap mobile: +16694449171,,84350602040#,,,,*909261# US

The Los Olivos Community Services District is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in a disability-related alternative format, please call 805.500.4098 or email to losolivoscscsd@gmail.com. Any public records, which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at a location to be determined in Los Olivos, California 93441.

MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

Members of the public may address the Board of Directors on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to a maximum of 3 minutes. Due to the requirements of the Ralph M. Brown Act, the Board of Directors cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

ADMINISTRATIVE ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Board. Matters listed on the Consent Agenda will be read only on the request of a member of the Subcommittee, in which event the matter may be removed from the Consent Agenda and considered as a separate item. The Public may comment on any of the items prior to the vote being taken by the Subcommittee.

4. CONSENT AGENDA

A. MINUTES APPROVAL

Approval of the minutes from February 21, 2025.

BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item. As a Subcommittee of the full Board of Directors, Business Items may include one or more recommendations for further

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098

losolivoscscsd@gmail.com, www.losolivoscscsd.com

discussion or action at a full Board of Directors meeting.

5. DISCUSSION OF UPCOMING ACTIVITIES AND SCHEDULE

The Subcommittee will discuss the most recent schedule, with the intent of potentially making recommendations to the full Board of Directors at its Regular meeting.

6. DISCUSSION RELATED DECISION MAKING MATRIX

The PM Subcommittee will further review the spreadsheet that GM Savage has been developing. It is a combination of a decision matrix type spreadsheet he worked on nearly two years ago, coupled with input from the full Board of Directors' conversations on 2/12/2025 and March 12, 2025, coupled with new information from the City of Solvang.

INFORMATIONAL ITEMS:

All matters listed hereunder are informational only, no action will be taken, and public comment not received.

7. SUBCOMMITTEE MEMBER COMMENTS

Subcommittee members will give reports on any meetings that they attended on behalf of the Subcommittee and/or choose to comment on various Subcommittee activities. Subcommittee member requests for future agenda items may also be made at this time.

8. ADJOURNMENT

ITEM 4A – MINUTES

MINUTES

Julie Kennedy, President
Lisa Palmer, Vice President
Tom Fayram, Director
Greg Parks, Director
Tom Nelson, Director



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
PROJECT MANAGEMENT SUBCOMMITTEE MEETING**

Posted: 2-14-2024

February 21, 2025 – 9:00 AM

St. Mark's In The Valley

2901 Nojoqui Avenue, Los Olivos, California 93441

Please observe decorum and instructions from the Subcommittee Chair

Subcommittee Members: Vice President Palmer (Chair) and Director Nelson

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MEETING AGENDA

1. CALL TO ORDER

Chair Palmer calls the meeting to order at: 9:02AM

2. ROLL CALL

Present: Vice President Palmer (Chair) and Director Nelson

Absent: None

3. PUBLIC COMMENTS

Members of the public may address the Board of Directors on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to a maximum of 3 minutes. Due to the requirements of the Ralph M. Brown Act, the Board of Directors cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

VP Palmer opens the floor to public comment.

No requests to speak.

ADMINISTRATIVE ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Board. Matters listed on the Consent Agenda will be read only on the request of a member of the Subcommittee, in which event the matter may be removed from the Consent Agenda and considered as a separate item. The Public may comment on any of the items prior to the vote being taken by the Subcommittee.

4. CONSENT AGENDA

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098

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Agenda Packet

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A. MINUTES APPROVAL

Approval of the minutes from January 3, 2025.

Motion to approve the minutes as submitted

Motion by: Director Nelson, seconded by: VP Palmer

VP Palmer opens the floor to public comment.

No requests to speak.

Voice vote: 2-0

BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item. As a Subcommittee of the full Board of Directors, Business Items may include one or more recommendations for further discussion or action at a full Board of Directors meeting.

5. DISCUSSION OF UPCOMING ACTIVITIES AND SCHEDULE

The Subcommittee will discuss the most recent schedule, with the intent of potentially making recommendations to the full Board of Directors at its Regular meeting. The Subcommittee will focus on early construction of a schedule to be presented to the Local Agency Formation Commission (LAFCO) in April 2025.

GM Savage opens the discussion by bringing up a spreadsheet/schedule he has been working on the past few days. He says he will post it after the meeting concludes. The Subcommittee discusses the schedule of activities coming in the next several months.

VP Palmer opens the floor to public comment.

Alvie Whitaker speaks.

6. DISCUSSION RELATED DECISION-MAKING MATRIX

The PM Subcommittee will further review the spreadsheet that GM Savage has been developing. It is a combination of a decision matrix type spreadsheet he worked on nearly two years ago, coupled with input from the full Board of Directors' conversation on 2/12/2025.

GM Savage opens the discussion by bringing up a spreadsheet he has been working on the past few days. He says he will post it after the meeting concludes. He notes that it is based on the one used previously. The Subcommittee discusses the decision-making matrix..

VP Palmer opens the floor to public comment.

No requests to speak.

The conversation turns to focus on the calculations related to the City of Solvang and getting an "appropriate" number to use for connecting to the City. As well as Risks related to in-district construction.

INFORMATIONAL ITEMS:

All matters listed hereunder are informational only, no action will be taken, and public comment not received.

7. SUBCOMMITTEE MEMBER COMMENTS

Subcommittee members will give reports on any meetings that they attended on behalf of the Subcommittee and/or choose to comment on various Subcommittee activities. Subcommittee member requests for future agenda items may also be made at this time.

Director Nelson – None

VP Palmer – None

8. ADJOURNMENT

Motion to adjourn at: 10:22 AM

Motion by Director Nelson, seconded by: VP Palmer

Voice vote: 2-0

Respectfully submitted:



Guy W. Savage
General Manager – Los Olivos Community Services District

Approved:

Vice President Palmer, Chair

ITEM 5 - SCHEDULE

SCHEDULE

LOCSO - Septic to Sewer / Water Reclamation Roadmap - WORKING DRAFT

3/23/2025

Task	2025				2026				Total Costs	Funds Available?
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Board and Public Education										
Public workshops and outreach										
Engineering / Design										
City of Solvang Treatment/Disposal - Technical Study / Design									\$ 60k	Y
Project Description										
80% Design									\$ 300k+	Y
Assessment Engineer Report including benefit factors/rates									\$ 100k+	N
Finalize siting options (for local option)										
Environmental Review										
Environmental study, assessment and report (incl. public review)									\$ 125k+	Y
Grants and Financing										
Develop financing plan										
Seek grants and financing										
Prop 218 - Property Owner vote on proposed project										
Polling for election feasibility									\$ 25K	N
Conduct Prop 218 workshops with public										
Voting process									\$ 125k	N
									\$ 760k+	

ITEM 6 – DECISION MAKING

DECISION MAKING

Category	Subcategory	Needed for Capital calcs / info		Needed for O&M calcs / info		Risk								
		info	Responsible	info	Responsible		Spill							
Collection	Gravity Fed			yes		Savage								
	Effluent			yes		Savage								
		Ownership												
		If District ownership	Parcel owner's cost											
			Pros/cons of ownership											
			Impacts of improper installation and/or use											
			Breakdown of responsibilities depending on ownership											
			Easements											
		Middle miles (LOCS to Sunny Field)	yes	Stantec	yes		Savage							
		Middle miles (LOCS to Dunn) - use 1.1 miles distance	yes	Use Stantec report to calc	yes		Savage							
Treatment										Spill				
		Solvang	Buy-in cost	Savage	yes	Savage								
		Contract with City of Solvang												
		Solvang - Shared infrastructure		Savage	yes	Savage								
		Local - Location (siting)		Board						Acquisition / Availability of property				
		Local - If phased downtown only	yes	Savage / Clocina	yes	Savage / Clocina								
		Local - Dunn	yes	Savage										
		Local - Available sites for treatment facility		Board										
		Local - Availability of qualified operators (certifications)								Qualified operators				
		Local - What happens to Mattei's existing system												
Status Quo														
		Risks, impacts, etc.												
Advanced Onsite		Letter re:consequences		CCRWQCB										
		Can it be a Plan B approach if Prop 218 fails												
		Is it viable from a CCRWQCB perspective		Savage / CCRWQCB										
		Is it truly an option for "all" parcels		Savage / CCRWQCB										
Grants														
		Which system(s) have a higher likelihood of obtaining grants (or more grants)												
		Phased in district												
Disposal		Connect to Solvang												
		Solvang included in Treatment discussion								Spills, underflow, overflow				
		Available sites for Disposal		Board						Acquisition / Availability of property				
Permits														
		Discharge permit			yes	Savage				Spill risk collection and transmission				
										Acquisition of property				
										Transfer of risk (for example from LOCS to City of Solvang)				
Others														
		Need to poll community on desired approach												
		Assessment Engineer Report												
	Rate Study													

ITEM DESCRIPTION UNIT QUANTITY PRICE COST		Cost	Required regardless	Required Gravity	Required Effluent	Solvang or Local	Solvang Gravity	Solvang Effluent		
1 Mobilization and Demobilization LS 1	200,000	\$ 200,000	n	y	y		\$ 200,000	\$ 200,000		
2 Traffic Control LS 1	150,000	\$ 150,000	n	y	y		\$ 150,000	\$ 150,000		
3 Proposed 4" DI Class 50 Pipe Bridge Crossing LF 80	3 50	\$ 28,000	n	y	y		\$ 28,000	\$ 28,000		
4 Proposed 4" PVC CL 165 Pipe LF 450	2 30	\$ 103,500	n	y	y		\$ 103,500	\$ 103,500		
5 Proposed 6" DI Class 50 Pipe Bridge Crossing LF 205	3 75	\$ 76,875	n	y	y		\$ 76,875	\$ 76,875		
6 Proposed 6" HDPE DR 21 Pipe LF 17,690	3 00	\$ 5,307,000	n	y	y		\$ 5,307,000	\$ 5,307,000		
7 Proposed Sewer Force Main Isolation Valves EA 15	2 ,500	\$ 37,500	n	y	y		\$ 37,500	\$ 37,500		
8 Proposed Wastewater Combination Air/Vacuum Valve EA 5	7 ,000	\$ 35,000	n	y	y		\$ 35,000	\$ 35,000		
9 Proposed Grand Lift Station LS 1	506,550									
8-ft Diam Wet Well EA 1	20,000	\$ 20,000	n	y	n		\$ 20,000			
Duplex Pumps, Piping, Instrumentation, and Controls LS 1	150,000	\$ 150,000	n	y	n		\$ 150,000			
Automatic Transfer Switch EA 1	25,000	\$ 25,000	n	y	n		\$ 25,000			
Valve Vault and Hatch EA 1	10,000	\$ 10,000	n	y	n		\$ 10,000			
Wastewater Combo Air/Vac Valve EA 2	5,000	\$ 10,000	n	y	n		\$ 10,000			
4-inch Valve (plug, check) EA 4	2,500	\$ 10,000	n	y	n		\$ 10,000			
4-inch DI Piping, Buried LF 25	300	\$ 7,500	n	y	n		\$ 7,500			
4-inch Fittings EA 6	1,250	\$ 7,500	n	y	n		\$ 7,500			
4-inch Meter EA 1	8,000	\$ 8,000	n	y	n		\$ 8,000			
Shoring, Grading, Excavation for Site LS 1	30,000	\$ 30,000	n	y	n		\$ 30,000			
Site Electrical LS 1	100,000	\$ 100,000	n	y	n		\$ 100,000			
New Electrical Service LS 1	100,000	\$ 100,000	n	y	n		\$ 100,000			
Aggregate Paving SF 1000	1	\$ 1,050	n	y	n		\$ 1,050			
Fencing and Gates LS 1	20,000	\$ 20,000	n	y	n		\$ 20,000			
10-inch PVC SDR35 Gravity Sewer LF 30	2 50	\$ 7,500	n	y	n		\$ 7,500			
10 Proposed Santa Barbara Lift Station LS 1	1,009,050									
12-ft Dia. Wet Well EA 1	40,000	\$ 40,000	y	n/a	n/a	\$ 40,000				
Duplex Pumps, Piping, Instrumentation, and Controls LS 1	200,000	\$ 200,000	y	n/a	n/a	\$ 200,000				
Variable Frequency Drive EA 1	50,000	\$ 50,000	y	n/a	n/a	\$ 50,000				
Automatic Transfer Switch EA 1	40,000	\$ 40,000	y	n/a	n/a	\$ 40,000				
Valve Vault and Hatch EA 1	10,000	\$ 10,000	y	n/a	n/a	\$ 10,000				
Wastewater Combo Air/Vac Valve EA 2	5,000	\$ 10,000	y	n/a	n/a	\$ 10,000				
4-inch Valve (plug, check) EA 4	2,500	\$ 10,000	y	n/a	n/a	\$ 10,000				
4-inch DI piping, Buried LF 15	300	\$ 4,500	y	n/a	n/a	\$ 4,500				
4-inch Fittings EA 5	1,250	\$ 6,250	y	n/a	n/a	\$ 6,250				
6-inch DI piping LF 5	350	\$ 1,750	y	n/a	n/a	\$ 1,750				
6-inch fittings EA 2	1,500	\$ 3,000	y	n/a	n/a	\$ 3,000				
6-inch meter EA 1	10,000	\$ 10,000	y	n/a	n/a	\$ 10,000				
Shoring, Grading, Excavation for Site LS 1	75,000	\$ 75,000	y	n/a	n/a	\$ 75,000				
12-ft Dia. Addition Storage EA 1	40,000	\$ 40,000	y	n/a	n/a	\$ 40,000				
Generator Building EA 1	100,000	\$ 100,000	y	n/a	n/a	\$ 100,000				
Generator Set EA 1	125,000	\$ 125,000	y	n/a	n/a	\$ 125,000				
Site Electrical LS 1	100,000	\$ 100,000	y	n/a	n/a	\$ 100,000				
New Electrical Service LS 1	100,000	\$ 100,000	y	n/a	n/a	\$ 100,000				
Aggregate Paving SF 1000	1	\$ 1,050	y	n/a	n/a	\$ 1,050				
Concrete Paving SF 1000	10	\$ 10,000	y	n/a	n/a	\$ 10,000				
Fencing and Gates LS 1	30,000	\$ 30,000	y	n/a	n/a	\$ 30,000				
10-inch PVC SDR35 Gravity Sewer LF 50	250	\$ 12,500	y	n/a	n/a	\$ 12,500				
Odor Control EA 1	30,000	\$ 30,000	y	n/a	n/a	\$ 30,000			Checks	
Sub Total	7,453,475					Sub Total	\$ 1,009,050	\$ 6,444,425	\$ 5,937,875	\$ 7,453,475
Contingency 30%		\$ 2,236,043				Contingency 30%	\$ 302,715	\$ 1,933,328	\$ 1,781,363	\$ 2,236,043
Total		\$ 9,689,518				Total	\$ 1,311,765	\$ 8,377,753	\$ 7,719,238	
								\$ 658,515		

	Costs				Approval by EHS / RWQCB	Grant Potential	Risks	Disruption				Notes
	Capital (Cost to Build)		Operations & Maintenance (O&M) - annual					Construction		On-Going		
			Individual Parcel	Community				Total	Community	Individual Parcel	Community	
Collection												
Gravity Fed	\$ 27,938,000		\$ -	\$ 80,352	\$ 80,352	Yes	Yes	Medium	Lower	Low	Very Low	
Effluent - option b (inc. \$6,685,000 in tanks)	\$ 21,637,095		\$ 183	\$ 68,299	\$ 136,375	Yes	Less likely if owned by property owner (except lower income)	Low	Higher	Low	High	Additional O&M costs assuming District owns and maintains tanks and pumps on individual parcels, does not include on-site electrical costs
Hybrid (Gravity-downtown&small, effluent) - option a	\$ 25,530,016		\$ 183	\$ 78,544	\$ 136,006	Yes	Less likely if owned by property owner (except lower income)	Medium	Medium	Low	Medium	
Data Points (30 year, 5% loan, annual prop tax payment)	Total Capital Cost / Parcel	Annual										
Gravity Fed (all parcels same)	\$ 75,102	\$ 4,886										
Effluent - option b (all parcels same)	\$ 58,164	\$ 3,784										
Hybrid (Gravity-downtown&small, effluent) - option a (all parcels same)	\$ 68,629	\$ 4,464										
Treatment												
Local - MBR	\$ 19,900,000		\$ 1,075	\$300,000-400,000	\$ 400,000	Yes	Yes	Medium	None	Low	None	\$125,000 estimate from Cloacina partner for equipment consumables, spare parts, replacement, power, labor, chemicals; O&M number includes all costs including disposal, waste hauling
City of Solvang connection (includes Disposal)	\$ 17,457,753		\$ 826.44		\$ 307,436	Yes	Yes	Medium	None	Low	None	
Data Points (30 year, 5% loan, annual prop tax payment)	Total Capital Cost	Annual	Monthly									
Local - MBR (all parcels same)	\$ 53,495	\$ 3,480	\$ 89.61									
City of Solvang connection (all parcels same)	\$ 46,929	\$ 3,053	\$ 68.87									
SY CSD Totals	Connect charge		Monthly									
Single Family	\$75,000-100,000		\$ 86.87									
Single Family add unit			\$ 64.65									
Hotel per room no kitchen			\$ 40.41									
Restaurant			\$ 426.67									
Wine taste no food			\$ 109.10									
Elementary school per student			\$ 2.61									
Advanced On-site	\$30,000-70,000		\$1,500-\$1,900			Yes*	Less likely if owned by property owner (except lower income)	Very Low	High	Very Low	High	
Effluent Disposal												
Percolation Ponds	\$ 2,200,000		minimal			Yes		Low	Low	Low	Low	1.5 acres, with 100% redundancy
Percolation Chambers	\$ 5,200,000		minimal			Yes		Low	Low	Low	Low	4 acres, including 100% redundancy
Shallow Aquifer Injection Wells	\$ 1,400,000		\$3,000,000-4,000,000			Yes		Low	Low	Low	Low	Assumes 3 injection wells, \$300k/well
<< reuse >> as additive to one of the above	Site specific		unknown			Yes	Yes					

Cost Component (per parcel)	Annually	Local		Solvang	
		Gravity, MBR, Perc	Effluent, MBR, Perc	Gravity	Effluent
Gravity Capital	\$ 4,885.50	\$ 4,885.50		\$ 4,885.50	
Gravity O&M	\$ 216.00	\$ 216.00		\$ 216.00	
Effluent Capital	\$ 3,783.67		\$ 3,783.67		\$ 3,783.67
Effluent O&M	\$ 366.60		\$ 366.60		\$ 366.60
MBR Capital	\$ 3,479.90	\$ 3,479.90	\$ 3,479.90		
MBR O&M	\$ 1,075.27	\$ 1,075.27	\$ 1,075.27		
Solvang Capital	\$ 3,052.83			\$ 3,052.83	\$ 3,052.83
Solvang O&M	\$ 826.44			\$ 826.44	\$ 826.44
Perc Capital	\$ 909.32	\$ 909.32	\$ 909.32		
Perc O&M	\$ -	\$ -	\$ -		
TOTAL		\$ 10,565.99	\$ 9,614.76	\$ 8,980.77	\$ 8,029.53
	Diff/month	\$ 79.27		\$ 79.27	
Notes: All parcels treated the same					
All capital assume 5% loan, 30 year					

CAPITAL COSTS		Local			Solvang		
Cost Component (per parcel)	Total	Gravity, MBR, Perc	Hybrid, MBR, Perc	Effluent, MBR, Perc	Gravity	Hybrid	Effluent
Gravity Fed	\$ 27,938,000	\$ 53,038,000	\$ 50,630,016	\$ 46,737,095	\$ 45,395,753	\$ 42,987,769	\$ 38,436,333
Hybrid (Gravity-downtown&small, effluent) - option a	\$ 25,530,016						
Effluent - option b (inc. \$6,685,000 in tanks)	\$ 21,637,095						
Local - MBR	\$ 19,900,000						
City of Solvang connection (includes Disposal) - gravity	\$ 17,457,753						
City of Solvang connection (includes Disposal) - effluent	\$ 16,799,238						
Percolation Chambers	\$ 5,200,000						
O&M COSTS - Annual		Local			Solvang		
Cost Component (per parcel)	Total	Gravity, MBR, Perc	Hybrid, MBR, Perc	Effluent, MBR, Perc	Gravity	Hybrid	Effluent
Gravity Fed	\$ 80,352	\$ 480,352	\$ 536,375	\$ 536,006	\$ 387,788	\$ 443,811	\$ 443,442
Hybrid (Gravity-downtown&small, effluent) - option a	\$ 136,375						
Effluent - option b (inc. \$6,685,000 in tanks)	\$ 136,006						
Local - MBR	\$ 400,000						
City of Solvang connection (includes Disposal) - gravity	\$ 307,436						
City of Solvang connection (includes Disposal) - effluent	\$ 307,436						
Percolation Chambers	\$ -						