

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

Posted: 11-10-2023

November 15, 2023, 6PM (PST)

**St Mark's in the Valley Episcopal Church, Stacy Hall
2901 Nojoqui Ave, Los Olivos CA 93441**

Please observe decorum and instructions from the President

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

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

On Zoom:

<https://us06web.zoom.us/j/82515801920?pwd=VHFQd1VDZUVucFZXZEVEEdVhzVjhhOT09>

By Phone:

Meeting ID: 825 1580 1920 Passcode: 378600

One tap mobile +16694449171,,82515801920#,,,,*378600# US

The Los Olivos Community Services District (LOCS D) is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act (ADA), 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 losolivoscsd@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. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENT**

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 District 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.

INFORMATIONAL ITEM:

Per public request, a brief report from the General Manager that conveys District status and updates is being added at the beginning of the agenda. This status report may touch on key items in the project plan or schedule. The General Manager will leave other detailed reporting, including budgetary reporting until the end of the meeting. This item is informational only, no action will be taken, and public comment not received.

5. GENERAL MANAGER'S DISTRICT STATUS REPORT

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 Administrative Agenda will be read only on the request of a member of the Board, in which event the matter may be removed from the Administrative Agenda and considered as a separate item.

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

losolivoscsd@gmail.com, www.losolivoscsd.com

6. APPROVALS

A. APPROVAL OF MEETING MINUTES

- i. Meeting Minutes of October 16, 2023.
- ii. Meeting Minutes of October 24, 2023.

B. APPROVAL PAYMENT OF INVOICES RECEIVED BY NOVEMBER 1, 2023.

The invoices below have been reviewed by the Finance Subcommittee and are recommended for approval.

No.	Invoice Date	Invoice #	Provider	Amount
1	10/24/2023	84600	MNS – Engineering and Support Services	\$ 1,488.75
2	06/19/2023	74160	SDRMA – Insurance	\$ 2,932.81
3	10/06/2023	80599	Aleshire and Wynder - Legal Services	\$ 2,046.00
4	10/31/2023	202310	Savage – General Manager Services	\$ 4,050.00

Project	Vendor	To Date (inc. Above)	Remaining Authorization
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00

BUSINESS ITEMS:

7. AUTHORIZATION FOR PRESIDENT AND/OR GENERAL MANAGER TO SIGN DOCUMENTS AND CONTRACTS RELATED TO OCTOBER 16, 2023 GRANT APPLICATION TO THE COUNTY OF SANTA BARBARA, ENVIRONMENTAL HEALTH SERVICES (EHS)

On October 16, 2023, your Board approved submittal of a grant application to the County of Santa Barbara, Environmental Health Services (EHS). The grant application, in the amount of \$121,445, is for (1) the installation of three new groundwater monitoring wells and (2) testing of the three new wells plus two existing wells. Details of the application, including cost estimates and schedule can be found in the October 16, 2023 agenda packet at: <https://www.losolivoscsd.com/files/211066245/2023-10-16+Packet+Los+Olivos+CSD+Regular+Meeting.pdf>

The execution of the grant application and related contracts noted in the October 16, 2023 agenda item require signatures from the District. This item requests authority for the President and/or General Manager to sign all related application and contract documents, including, but not limited to, those shown in Table 1 below. Per existing expenditure processes, actual expenses will be brought to both the Finance Subcommittee and full Board of Directors for review and approval.

Activity	Entity or Contractor	Cost
Administration and project management	LOCSD	\$ 2,700
Well site location identification and project management	MNS Engineering	\$ 4,225
Encroachment Permits	County of Santa Barbara	\$ 1,200
Safety equipment - road signage and barriers	To be purchased	\$ 1,215
Installation oversight, reporting, coordination	GSI	\$ 33,200
Drilling and installation wells 3-5	BC2	\$ 69,673
Well testing wells 1-5	GSI	\$ 6,150
	Subtotal	\$ 115,662
Project Reserve (5%)		\$ 5,783
	Project Total	\$ 121,445

Table 1 - Anticipated expenses for Groundwater Monitoring Wells

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and public comment not received.

8. REPORTS

A. SUBCOMMITTEE REPORTS

- Finance Subcommittee (Vice President Kennedy Chair)**
- Grants Subcommittee (Vice President Kennedy Chair)**
- Project Management Subcommittee (Director Palmer Chair)**
- Technical Subcommittee (President Fayram Chair)**

B. GENERAL MANAGER AND DISTRICT ENGINEER COMMENTS

The GM and DE will give reports on any meetings that they attended on behalf of the District, report on various District-related activities and/or provide status on projects. The GM may also review Budget Reports. See the packet for more details.

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Notable upcoming meeting items:

December 2023 – Calendar year 2024 regular meeting schedule

January 2024 – Officer and subcommittee member selection / appointments

9. DIRECTORS COMMENTS

Directors will give reports on any meetings that they attended on behalf of the Board and/or choose to comment on various District-related activities. Directors may also request future agenda topics at this time.

10. ADJOURNMENT