

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING

Posted: 11-9-2025

November 12, 2025, 6PM (Pacific)

Los Olivos Grange Hall

2374 Alamo Pintado 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 address above. The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/85195290804?pwd=rO5nrKISaewJAVMeY3MbZ7mtLlxudn.1>

By Phone:

Meeting ID: 851 9529 0804 Passcode: 473619

One tap: +14086380968,,85195290804#,,,,*473619# US (San Jose)

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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 that is not on the agenda today (Gov. Code - 54954.3). The public may also suggest 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.

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 no public comment will be received.

5. GENERAL MANAGER'S BRIEF DISTRICT STATUS REPORT

Project	Vendor	To Date (inc. above)	Total Authorization
Phase 1 - 90% Design / 30-year cost of ownership	Wallace Group	\$0.00	\$403,000

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

losolivoscsd@gmail.com, www.losolivoscsd.com

ADMINISTRATIVE ACTION 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 at the request of a member of the Board, 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 any action being taken by the Board.

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Regular Meeting minutes of October 8, 2025.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE NOVEMBER 1, 2025.

No.	Invoice Date	Invoice #	Provider	Amount
1	10/14/2025	99823	A&W – Legal Services	\$ 1,427.40
2	10/31/2025	1052	CSA – Accounting Services	\$ 100.00
3	10/31/2025	202510	GWS – General Manager Services and Expenses	\$ 6,585.25

C. RESOLUTION 25-05 – SETTING THE REGULAR MEETING DATES FOR CALENDAR YEAR 2026

Each year, the Board of Directors passes a resolution designating its regular meeting calendar. For calendar 2025, the Board of Directors switched to a regular meeting schedule which occurs monthly on the second Wednesday. Resolution 25-05 continues the second Wednesday of each month approach for 2026.

D. RESOLUTION 25-06 – DESIGNATING GUY SAVAGE GENERAL MANAGER AND BOARD SECRETARY

The District is attempting to apply for grants and turning in various related documents and filings. One sticking point has been the lack of a physical address for District activities. Some Federal filings require a physical address, PO Boxes are not acceptable. Resolution 25-06 designates Guy Savage as the District’s General Manager and Board Secretary and authorizes him to use his personal home address as the District’s physical address. This approach is acceptable to Federal authorities so long as a resolution such as 25-06 is passed by the Board of Directors.

BUSINESS ITEMS:

The public may comment on any business item prior to any action being taken by the Board.

7. CONSIDERATION OF A LETTER OF AGREEMENT WITH TRUE NORTH RESEARCH, IN THE AMOUNT OF \$28,135.

The Board of Directors established an ad hoc committee to address Proposition 218 activities at its regular meeting of June 11, 2025. Upon establishing the committee, the Board appointed President Kennedy and Vice President Palmer as its members. The ad hoc committee has been meeting sporadically since it was established. One focus of the committee has been to identify a research / polling firm to conduct research related to the often-discussed Proposition 218 vote. The ad hoc committee, through the General Manager, let a Request for Proposal (RFP) for suitable firms. Following the receipt of responses, the committee conducted interviews with potential research / polling firms. The attached contract with True North represents the ad hoc committee’s recommendation for the research / polling firm that best meets the needs of the District.

General Manager’s recommendation: Approve the agreement and direct the President and GM to sign as appropriate.

8. CONSIDERATION OF A CONTRACT WITH REGIONAL GOVERNMENT SERVICES (RGS), IN THE AMOUNT OF \$28,300.

The Board of Directors established an ad hoc committee to address Proposition 218 activities at its regular meeting of June 11, 2025. Upon establishing the committee, the Board appointed President Kennedy and Vice President Palmer as its members. The ad hoc committee has been meeting sporadically since it was established. One of the key focuses of the committee has been to identify an outreach / communications firm to aid in the development and dissemination of outreach, educational, legally required, and other communications. The ad hoc committee, through the General Manager, let a Request for Proposal (RFP) for suitable firms. Following the receipt of responses, including one from the firm that developed the District’s initial social media plan, the committee spoke to potential firms. The attached contract with Regional Government Services (RGS) represents the ad hoc committee’s recommendation for the communications outreach firm that best meets the needs of the District for Proposition 218 related activities.

General Manager’s recommendation: Approve the contract and direct the President and GM to sign as appropriate.

9. DISCUSSION REGARDING GROUNDWATER MONITORING.

The District has been performing groundwater testing at five test sites for several years. GSI is scheduled to perform the next test of the wells on November 19, 2025. Test results from May of 2025 showed one well, MW-2,

as being over the Maximum Contaminate Level (MCL) for nitrates. MW-4 was just below MCL, though earlier tests showed it significantly exceeded the MCL. Groundwater levels in May 2025 were at 5.28 feet below ground surface at MW-5 and 24.75 feet below ground surface near MW-1. A complete map of groundwater well locations and detailed data can be found on the District website at: <https://www.losolivoscsd.com/groundwater-information>.
General Manager's recommendation: Discuss groundwater testing and provide direction as necessary.

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and no public comment will be received.

10. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair)
Grants Subcommittee (Vice President Palmer Chair)
Project Management Subcommittee (Vice President Palmer Chair)
Technical Subcommittee (Director 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 the Budget Reports. See the packet for more details.

Notable upcoming meeting items:
Dec – GM's State of the District

11. 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.

12. ADJOURNMENT