

Lisa Palmer, President  
Tom Fayram, Vice President  
Mike Arme, Director  
Brian O'Neill, Director  
Brad Ross, Director



Posted: 3-4-2022

**LOS OLIVOS COMMUNITY SERVICES DISTRICT**  
**Board of Directors Regular Meeting March 9, 2022, 6:00 PM**

**REGULAR MEETING AGENDA**

**PLEASE NOTE: MEETING WILL BE HELD IN PERSON AT  
ST MARK'S EPISCOPAL CHURCH, STACY HALL  
2901 NOJOQUI AVE., LOS OLIVOS, CA 93441**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**

4. **DIRECTOR COMMENTS**

Directors will give reports on any meetings that they attended on behalf of the District and/or choose to comment on various District activities.

5. **PUBLIC COMMENTS**

Members of the public may address the Board on any subject within the jurisdiction of the Board and which is not on the agenda for Regular Meetings or that is on the agenda for Special Meetings. The public is encouraged to work through District staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda. Comments are limited to five (5) minutes per person.

6. **ADMINISTRATIVE AGENDA**

All matters listed hereunder constitute a consent agenda and will be acted upon by a single roll call vote of the Board. Matters listed on the Administrative Agenda will be read-only on the request of a member of the Board or the public, in which event the matter shall be removed from the Administrative Agenda and considered as a separate item.

a. **MEETING MINUTES**

- i. Approve December 08, 2021 Minutes
- ii. Approve February 23, 2022 Minutes

b. **INVOICE PAYMENT**

- i. February 14, 2022, MNS Engineering Services, invoice #79731, (January) \$10,572.21
- ii. February 16, 2022, Aleshire and Wynder, LOCS D invoice # 66213 Legal Services (January) \$1740.00
- iii. February 08, 2022, Stantec, Invoice # 1885853 (January) \$4,254.55 (Basis of Design-1,825, 3rd Party Siting Review 2,310.75, Direct \$118.80

7. **BUSINESS ITEMS DISCUSSION AND ACTION ON THE FOLLOWING**

- a. **Project Progress Overview and Timeline.** Brief Presentation directed at Status and Schedule
- b. **Update on the WWTP Site Selection:** Receive update from IGM and direct next steps.

- c. **Update on the Assessment Engineer Selection.** Review results of interviews by Technical Committee, receive Board Member comments, and approve selection of an Assessment Engineer. Direct IGM & Legal Counsel to prepare a contract, authorize the Board President to execute the contract.
- d. **Update on GSI Contract and placement of Sampling Well.** Receive update from IGM and Approve proposed Location of sampling well.
- e. **Grant Funding Update.** Review report presented by MNS and direct next steps.
- f. **Update of Recruitment for Permanent General Manager.** Review progress and discuss possible action on recruitment for a permanent General Manager. Recommendation: Appoint an Ad Hoc Committee for interviews, consider special meeting for appointment.

## **8. INTERIM GENERAL MANAGER'S REPORT**

General Manager Report on current assignments, action items, and general District business.

### **a. Review of Project Management and Financial Reports**

1. 30% Design Effort (Stantec)
2. Update on Effluent Disposal Study Solicitation
3. LAMP Update Progress review (County effort)
4. Budget Summary
5. Elections (Dates Review)
6. Cash Flow Chart

## **9. COMMENT ON INFORMATIONAL ITEMS**

## **10. CALL FOR AGENDA ITEMS**

## **11. NEXT REGULAR MEETING: April 13, 2022, St Mark's Episcopal Church, Stacy Hall, 6:00 PM**

## **12. ADJOURNMENT**

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 805.946.0431 or email to [losolivoscscsd@gmail.com](mailto: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.