

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

Posted: 1-4-2024

January 10, 2024, 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/86135156557?pwd=4sl90bmVH88b51RlbLhlyUaGD52CFf.1>

By Phone:

Meeting ID: 861 3515 6557 Passcode: 157483

One tap mobile: +16699006833,,86135156557#,,,,*157483# US (San Jose)

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 losolivoscscsd@gmail.com. Agendas and meeting packets are generally available to the public at the Los Olivos Post Office - 2880 Grand Avenue. 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 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 DISTRICT STATUS REPORT

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 on the request of a member of the Board, in which

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event the matter may be removed from the Consent Agenda and considered as a separate item. Public may comment on any of the items prior to the vote being taken by the Board.

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of December 13, 2023.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE DECEMBER 31, 2023.

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

No.	Invoice Date	Invoice #	Provider	Amount
1	11/21/2023	84418	MNS Engineering – Engineering and Support Svcs.	\$ 2,615.05
2	12/4/2023	1277	REGEN, LLC.	\$ 10,900.00
3	12/21/2023	85048	MNS Engineering – Engineering and Support Svcs.	\$ 1,321.25
4	12/29/2023	202312	Savage – General Manager Services	\$ 6,654.96

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
30% Hybrid Design	REGEN, LLC.	\$ 25,306.59	\$ 49,693.41
Groundwater Wells	Various	\$ 1,109.16	\$ 120,335.84

BUSINESS ITEMS:

7. CONSIDERATION OF ELECTION OF OFFICERS FOR CALENDAR YEAR 2024

Consistent with Resolution 23-02 (Selection of Board Officers), the Board will consider election of officers to fill the positions of President and Vice-President.

8. CONSIDERATION OF APPOINTMENTS TO STANDING COMMITTEES (SUBCOMMITTEES) AND SETTING OF MEETING SCHEDULES

Consistent with Resolution 23-01 (Standing Committees), the Board will consider appointments to standing committees/subcommittees. Preliminary selection for meeting days and times may also be considered. Note that not all standing committees/subcommittees are scheduled to meet on a monthly basis.

9. CALENDAR PLANNING FOR 2024

The Board will discuss the current high-level project plan for the District. As part of its deliberations, the Board may consider additional dates for meetings, timing of actions to be taken, and provide direction to staff, as necessary.

10. CONSIDERATION OF A LETTER TO CITY OF SOLVANG REGARDING WASTEWATER TREATMENT

As noted at the December 2023 Regular meeting of the Board of Directors, General Manager Savage noted that he and President Fayram met with City of Solvang representatives to discuss the possibility of connecting to the City of Solvang’s Wastewater Treatment Plant. The attached letter was written at the request of the City Manager for the City of Solvang and will primarily serve two purposes: (1) confirm interest by the current City of Solvang’s City Council in having the LOCSD connect to their wastewater infrastructure and (2) express the LOCSD’s interest in exploring connectivity. The attached is not a commitment by the LOCSD to connect. Instead, it serves to kickoff efforts that will lead to a better understanding of the costs and implications of connecting the LOCSD and City of Solvang.

11. CONSIDERATION OF WRDA FUNDING REQUESTS TO CONGRESSMAN CARBAJAL’S OFFICE (CA-24)

On Monday, December 11, 2023, the District was notified by Congressman Carbaljal’s office that a funding opportunity is available through the 2024 Water Resources and Development Act (WRDA). Consistent with LOCSD Resolution 23-07, the Grants Subcommittee considered options and submitted two grant requests on behalf of the LOCSD. The two grants, in priority order were:

1. \$300,000 to fund 60% Engineering Design activities
2. \$162,500 to fund Environmental Impact Report (\$150,000) plus one year of groundwater monitoring well costs (\$12,500)

Consistent with Resolution 23-07, the funding requests will be considered for ratification by the full Board of Directors.

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losolivoscsd@gmail.com, www.losolivoscsd.com

12. THE BROWN ACT – AN OVERVIEW

District Counsel will provide an overview of the Brown Act to the Board of Directors, staff, and the public.

13. CONSIDERATION OF DISTRICT BYLAWS

As part of the discussion on item 12 at the Regular Meeting for the District Board of Directors on August 24, 2023, the Board of Directors decided that supplementing existing practice, policy, and resolution through the development and adoption of a set of Bylaws for the District would provide additional guidance to the Board, staff, and the public; while also increasing public transparency and District efficiencies. As part of the discussion, the Board directed the GM and Counsel to put together a draft set of Bylaws, review them with the Project Management Subcommittee, and then bring them back to the full Board of Directors for final adoption. The Project Management Subcommittee met on December 22, 2023 and January 8, 2024 to discuss the attached draft Bylaws. Note: Due to the timing of the Project Management Subcommittee’s meeting on January 8, and the posting of the agenda for this meeting, an addendum may be published with updates made by the Project Management Subcommittee.

INFORMATIONAL ITEMS:

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

14. 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.

Notable upcoming meeting items:

- February – REGEN 15% check in and direction setting
- March/April – REGEN 30% deliverable final presentation
- April – Fiscal Year (FY) 2024-25 Budget and Strategic Planning, GM’s Annual Report
- May – FY 2024-25 Budget Workshop
- July/June – FY 2024-25 Budget Hearing, Gann Limit, Tax Assessment Authorization

15. 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.

16. ADJOURNMENT

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

Posted: 12-8-2023

December 13, 2023, 6PM (PST)

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

Note that for the 12/13 meeting, President Fayram will be attending remotely via Zoom.

Members of the public wishing to join President Fayram are directed to:

Mission Inn - 3649 Mission Inn Avenue, Riverside, CA 92501

Please observe decorum and instructions from the President

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On Zoom:

<https://us06web.zoom.us/j/82515801920?pwd=VHFQd1VDZUVucFZXZEVEEdVhzVjhhkQT09>

By Phone:

Meeting ID: 825 1580 1920 Passcode: 378600

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

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MEETING AGENDA

1. CALL TO ORDER

Vice President Kennedy calls the meeting to order at: 6:00 PM

2. ROLL CALL

Present: Vice President Kennedy, Director Palmer, Director Parks, Director Stormo

Absent: President Fayram

3. PLEDGE OF ALLEGIANCE

GM Savage notes that after the agenda was posted, the District received information related to a Water Resources Development Act Funding Opportunity grant through Congressman Carbajal's office. He notes that given the approval of Resolution NO. 23-07, the Grants Subcommittee has authority to apply for the grant. After application, which is due January 5, 2024, the submittal would be brought back to the full Board for ratification at the next regularly scheduled meeting.

After discussion, the Board decides it does not need to add the grant opportunity to the agenda and that it will follow the resolution, allowing the Grants Subcommittee to apply and bring the submittal back in January.

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

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Agenda Packet
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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.

Vice President Kennedy opens the floor to public comment.

Anna Marie Gott, Kathryn Lohmeyer, and Mike Brady speak.

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 DISTRICT STATUS REPORT

GM Savage notes that he held the planned State of the District community forum on December 5. Attendance was good and there was a good dialog. He adds that as Ms. Lohmeyer and Mr. Brady noted, there were some very good questions asked and he answered those he could.

GM Savage comments that the Groundwater Monitoring Well grant has been approved and that activities are underway, with a target for construction (drilling) in late January or early February.

ADMINISTRATIVE ACTION ITEMS:

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6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of November 15, 2023.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE DECEMBER 1, 2023.

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

No.	Invoice Date	Invoice #	Provider	Amount
1	10/1/2023	62083	California Special Districts Association (CSDA)	\$ 1,244.00
2	11/6/2023	1262	REGEN, LLC.	\$ 14,406.59
3	11/8/2023	81827	Aleshire and Wynder - Legal Services (through 10/31)	\$ 3,234.00
4	11/29/2023	202311	Savage – General Manager Services	\$ 4,071.21
5	12/1/2023	82496	Aleshire and Wynder - Legal Services (through 11/16)	\$ 1,430.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
30% Hybrid Design	REGEN, LLC.	\$ 14,406.59	\$60,593.41
Groundwater Wells	Various	\$0.00	\$121,445.00

Vice President Kennedy opens the floor to public comment.

No comments.

Motion to approve Consent Agenda items A and B.

Motion by: Director Palmer, Second: Director Parks

Roll Call vote: 4-0

BUSINESS ITEMS:

7. CONSIDERATION OF NOMINATIONS FOR AND NOTICE OF ELECTION FOR LAFCO REGULAR AND ALTERNATE SPECIAL DISTRICT MEMBERS

The Santa Barbara County Local Area Formation Commission (LAFCO or SB-LAFCO) Board of Commissioners includes representation from Special Districts, such as the LOCS. Commissioners serve a four-year term. Current

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losolivoscscd@gmail.com, www.losolivoscscd.com

representation includes: Jay Freeman, Isla Vista CSD, (3/1/26); Craig Geyer, Goleta West Sanitary District, (3/1/24); and Cynthia Allen, Vandenberg Village CSD, Alternate (3/1/24). As part of the election process, LAFCO requests that the LOCS D provide the name (plus an alternate) of the person who will cast a vote in the upcoming election on behalf of the LOCS D. Typically, the appointed President of the Board of Directors casts the vote, with the appointed Vice President serving as an alternate. While the LOCS D has yet to appoint its President and Vice President for the 2024 calendar year, LAFCO has requested that the District provide the information by January 4, 2024. The LOCS D board is requested to nominate the voting member and alternate by motion.

GM Savage introduces the item and explains what is before the Board this evening. He asks for, and received permission from VP Kennedy to just walk the Board and public through the item one step at a time. GM Savage verbally asks if any existing Board member wishes to sit on LAFCO. He then moves to the process of how the LOCS D will vote in the early 2024 LAFCO election. He suggests that the Board can vote this evening on who will submit the LOCS D vote and an alternate, or he can bring it back after the candidates are known.

Vice President Kennedy opens the floor to public comment.

No comments.

VP Kennedy confirms with other Directors that nobody is interested in serving on LAFCO in either capacity. She asks if anyone knows if President Fayram is interested since he is not in attendance. GM Savage responds that given his conversations with President Fayram, he believes the President is not interested.

Director Palmer comments that the last time this was done, it was a lot of effort at the Board without much gain. She agrees with GM Savage that just appointing someone to cast the vote would be the best approach. She closes her comments by saying she would volunteer to take this on if nobody else is interested.

Motion to appoint Director Palmer as the person to vote on behalf of the LOCS D at the LAFCO 2024 Special District representative election.

Motion by: Director Parks, Second: Director Stormo

Roll Call vote: 4-0

8. CONSIDERATION OF RESOLUTION 23-08 ESTABLISHING THE REGULAR MEETING SCHEDULE FOR CALENDAR YEAR 2024

The Board will discuss meeting schedule for calendar year 2024. The attached resolution 23-08 is recommended to be adopted to establish the regular meeting schedule for next year. In addition to the regular meeting schedule, there will be discussion about special meetings and workshops being planned for calendar year 2024. The LOCS D Board previously established that regular monthly meetings are to occur on the Wednesday following the second Tuesday of each month.

GM Savage introduces the proposed regular calendar for 2024. He notes that the Board meets on the Wednesday following the second Tuesday of the month. He adds that at last month's meeting, Director Palmer had suggested additional dates be put on the calendar as placeholders, given the large number of items facing the Board in the coming months. He adds that the Board will likely hear from REGEN in February. Consequently, an additional January meeting probably does not make sense at this time.

Vice President Kennedy opens the floor to public comment.

Anna Marie Gott speaks.

Director Palmer responds to public comment that the public can attend Grant Subcommittee meetings. She adds that her inclination is to adopt the calendar as presented and then amend it next year. Director Parks notes that February is a likely candidate for an additional meeting. Director Stormo focuses her comments on the need for workshops with the public. GM Savage comments that the "15% report from REGEN" will be in February, he is not clear when the final report will be presented.

Motion to approve the regular schedule for 2024, as presented.

Motion by: Director Palmer, Second: Director Parks

Roll Call vote: 4-0

INFORMATIONAL ITEMS:

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

9. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (Vice President Kennedy Chair)

VP Kennedy notes that the subcommittee did meet. It recommended approval of the invoices on today's agenda. She then comments that the group did briefly discuss our outstanding bill with Moss, Levy, Hartzheim and the shortage, in general, of auditing individuals and organizations.

GM Savage responds to a comment/question from Director Palmer regarding the State WRF grant. GM Savage states that he has received an email stating the \$75k submittal is "approved" and the "check is in the mail."

Grants Subcommittee (Vice President Kennedy Chair)

VP Kennedy notes that the Grants Subcommittee did not meet. She adds that it will be meeting soon.

Project Management Subcommittee (Director Palmer Chair)

Director Palmer notes that the Project Management Subcommittee did not meet and that there are good reasons to have a meeting soon.

Technical Subcommittee (Director Parks or President Fayram Chair)

Director Parks notes that the Technical Subcommittee did meet. It was primarily a back-and-forth with REGEN asking questions. He adds that the subcommittee also discussed the possibility of connecting to the City of Solvang. GM Savage clarifies that the letter to the City of Solvang is not a commitment to connect to the City. Instead, it is a request that the City "do work" regarding a potential connection from the District. Based on the letter, the City could confirm their interest, and clarify costs and connection locations. He adds that the letter was drafted at the request of the City's City Manager and technical consultant.

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.

Notable upcoming meeting items:

January – Officer and subcommittee member selection / appointments

January – Brown Act training

January/February – REGEN 15% check in and direction setting

GM Savage walks through the items in the packet. He reiterates that he did receive notification from the State that our \$75,000 grant submittal has been approved. Essentially, the check is in the mail. He comments that with the payment to REGEN and an outstanding bill, additional grant funds from Preservation of Los Olivos (POLO) will be needed soon.

10. 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.

Director Palmer – Back to the City of Solvang, she wants to see what the costs would be when compared to other options.

Director Parks – Concur that getting the cost information is important, the public will make the decision. He comments that he thinks the District is making progress, and that 2024 will be a big year for information and decision making.

Director Stormo – Concur with prior comments.

VP Kennedy – No comments

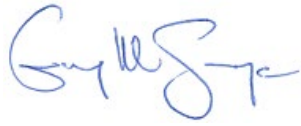
11. ADJOURNMENT

Motion to adjourn at 6:46 PM.

Motion by: Director Palmer, Second: Director Parks

Voice vote 4-0

Respectfully submitted:



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

Approved:

President Tom Fayram

ITEM 6B – INVOICES

INVOICES



201 N. Calle Cesar Chavez | Suite 300
Santa Barbara, CA 93103

Main: 805 692 6921

WWW.MNSENGINEERS.COM

- > CIVIL ENGINEERING
- > CONSTRUCTION MANAGEMENT
- > LAND SURVEYING

November 21, 2023

Project No: LOCSD.180392.00

Invoice No: 84819

Los Olivos Community Services District

P.O. Box 553

Los Olivos, CA 93441

Principal Jeffrey Edwards
Project Manager Douglas Pike
Project LOCSD.180392.00 District Support Services

This Invoice includes:

1. General District Support Tasks: \$1,898.75
2. Engineering Tasks:
 - a. General Support Tasks: Attend Meeting \$185.00
 - b. General Engineering Tasks GIS/CAD Exhibits: \$0.00
3. General Survey/GIS Tasks: Prepare Exhibits showing possible collection System by phase/zone: \$540.00

Professional Services for the Period: October 01, 2023 to October 31, 2023

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount	
Administrative Support				
Project Coordinator	5.75	105.00	603.75	
Project Management				
District Engineer	7.00	185.00	1,295.00	
Totals	12.75		1,898.75	
Total Labor				1,898.75

Reimbursable Expenses

Pike, Douglas				
3/1/2022	Pike, Douglas	SANTA MARIA TIMES	231.00	
3/22/2022	Pike, Douglas	SANTA MARIA TIMES	231.00	
Total Reimbursables		1.15 times	462.00	531.30
		Level 2 Subtotal		\$2,430.05

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount	
Project Management				
District Engineer	1.00	185.00	185.00	
Totals	1.00		185.00	
Total Labor				185.00
		Level 2 Subtotal		\$185.00
		Current Invoice Amount		\$2,615.05

Outstanding Invoices

Number	Date	Balance
84600	10/24/2023	1,488.75
Total		1,488.75

Billing Backup

Tuesday, November 21, 2023

MNS Engineers, Inc.

Invoice 84819 Dated 11/21/2023

8:24:57 AM

Project LOCSD.180392.00 District Support Services
 Level 2 TASK01 District Management

Professional Personnel

			Hours	Rate	Amount	
Administrative Support						
Project Coordinator						
Zepeda, Mary	10/5/2023		1.00	105.00	105.00	
Attend SBC Workday Information Session - Treasury Pool Participants Meeting						
Zepeda, Mary	10/6/2023		.25	105.00	26.25	
File A&W Invoice; Update Budget Tracking Log						
Zepeda, Mary	10/10/2023		2.00	105.00	210.00	
Review Workday Access WD-101 Video, WD-01 Exercises, WD-102 Video						
Zepeda, Mary	10/17/2023		1.25	105.00	131.25	
Prepare A&W, GWS and MNS Invoices for payment via FIN; Update Budget Tracking Log						
Zepeda, Mary	10/18/2023		1.00	105.00	105.00	
Create and Process Single Payment Claims for A&W, GWS and MNS Invoices for DP; Update Budget Tracking Log						
Zepeda, Mary	10/24/2023		.25	105.00	26.25	
File MNS Invoice; Update Budget Tracking Log						
Project Management						
District Engineer						
Pike, Douglas	10/5/2023		.50	185.00	92.50	
Workday software training seminar online - to replace FIN						
Pike, Douglas	10/6/2023		.50	185.00	92.50	
FIN & Budget Tracking Follow-up Items						
Pike, Douglas	10/16/2023		3.00	185.00	555.00	
Room Set up and Zoom Coordination for Board Meeting						
Pike, Douglas	10/24/2023		3.00	185.00	555.00	
Set up and run Board Zoom Meeting						
Totals			12.75		1,898.75	
Total Labor						1,898.75
					Level 2 Subtotal	\$2,430.05

Level 2 TASK02 Engineering Tasks

Professional Personnel

			Hours	Rate	Amount	
Project Management						
District Engineer						
Pike, Douglas	10/4/2023		.50	185.00	92.50	
Fielded e-mail from County Elections (.25), Phone call from a developer that recently purchased two commercial lots downtown (.25)						
Pike, Douglas	10/6/2023		.50	185.00	92.50	

Connection to Solvang's Regional WWTP documentation to Tom Fayram

Totals	1.00	185.00	
Total Labor			185.00
		Level 2 Subtotal	\$185.00
		Project Total	\$2,615.05
		Total this Report	\$2,615.05

SANTA MARIA TIMES

P.O. BOX 400
SANTA MARIA CA 93456

PHONE: 805-925-2691
FAX: 805-739-2152

Advertising Payment Receipt

Account number:	32198	Credit Card #:	*****1001
Account name:	MNS ENGINEERS DOUG PIKE 201 N. CALLE CESAR CHAVEZ SANTA BARBARA CA 93103	Approval Code:	163396[446294353]
Phone number:	805-697-1416	Credit Holder Name:	Douglas Pike
Payment number:	368657		
Payment date:	03/01/22		
Amount:	\$231.00		
Payment description:	CREDIT CARD MNS ENGINEERS		

Ad Number:	70987	Class Code:	S0986
Ad Taker:	trami	Salesperson:	SLE01
First Words:	NOTICE OF PUBLIC HEARING		

Advertising Payment Receipt

Account number:	32198	Credit Card #:	*****1001
Account name:	MNS ENGINEERS DOUG PIKE 201 N. CALLE CESAR CHAVEZ SANTA BARBARA CA 93103	Approval Code:	117387[449995193]
Phone number:	805-697-1416	Credit Holder Name:	Douglas Pike
Payment number:	370193		
Payment date:	03/22/22		
Amount:	\$231.00		
Payment description:	CREDIT CARD MNS ENGINEERS		

Ad Number:	73854	Class Code:	S0986
Ad Taker:	trami	Salesperson:	SLE01
First Words:	NOTICE OF PUBLIC HEARING		



213 S. 11th St.
Boise, ID 83702
P 208.794.8558

Invoice

Invoice #: 1277
Invoice Date: 12/4/2023
Due Date: 12/4/2023
Project: 22031 Los Olivos Co...
P.O. Number:

Bill To:
 22031 Los Olivos Community Service Distri
 ct

Description	Hours/Qty	Rate	Prev. Invoiced	Amount
Collection System Layout Initial Analysis	24	250.00		6,000.00
Plan Set Initial Drafting	20	70.00		1,400.00
Project Basis of Design	10	250.00		2,500.00
Options Rubric Development	4	250.00		1,000.00

Total	\$10,900.00
Payments/Credits	\$0.00
Balance Due	\$10,900.00
Job Total Balance	\$10,900.00



201 N. Calle Cesar Chavez | Suite 300
Santa Barbara, CA 93103

Main: 805 692 6921

WWW.MNSENGINEERS.COM

- > CIVIL ENGINEERING
- > CONSTRUCTION MANAGEMENT
- > LAND SURVEYING

December 21, 2023

Project No: LOCD.180392.00

Invoice No: 85048

Los Olivos Community Services District

P.O. Box 553

Los Olivos, CA 93441

Principal Jeffrey Edwards
 Project Manager Douglas Pike
 Project LOCD.180392.00 District Support Services

This Invoice includes:

1. General District Support Tasks: \$816.25
2. Engineering Tasks:
 - a. General Support Tasks: Attend Meeting \$375.00
 - b. General Engineering Tasks GIS/CAD Exhibits: \$135.00

Professional Services for the Period: November 01, 2023 to November 30, 2023

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount	
Administrative Support				
Project Coordinator	4.25	105.00	446.25	
Project Management				
District Engineer	2.00	185.00	370.00	
Totals	6.25		816.25	
Total Labor				816.25
				Level 2 Subtotal
				\$816.25

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount
Project Management			
District Engineer	2.00	185.00	370.00

Project	LOCSD.180392.00	District Support Services	Invoice	85048
Development Review (Plan/Map Checking)				
	Senior Project Engineer	.75	180.00	135.00
	Totals	2.75		505.00
	Total Labor			505.00
			Level 2 Subtotal	\$505.00
			Current Invoice Amount	\$1,321.25

Outstanding Invoices

Number	Date	Balance
84819	11/21/2023	2,615.05
Total		2,615.05

Billing Backup

Thursday, December 21, 2023

MNS Engineers, Inc.

Invoice 85048 Dated 12/21/2023

10:02:33 AM

Project LOCSD.180392.00 District Support Services
 Level 2 TASK01 District Management

Professional Personnel

		Hours	Rate	Amount	
Administrative Support					
Project Coordinator					
Zepeda, Mary	11/8/2023	.25	105.00	26.25	
File A&W Invoice; Update Budget Tracking Log					
Zepeda, Mary	11/21/2023	2.50	105.00	262.50	
Prepare A&W, GWS, MNS and SDRMA Invoices for payment via FIN; Update Budget Tracking Log					
Zepeda, Mary	11/22/2023	1.50	105.00	157.50	
Create and Process Single Payment Claims for A&W, GWS MNS and SDRMA Invoices for DP; Update Budget Tracking Log					
Project Management					
District Engineer					
Pike, Douglas	11/14/2023	2.00	185.00	370.00	
Field Meeting with Guy re: Potential Testing well locations, Technical Committee Meeting					
Totals		6.25		816.25	
Total Labor					816.25
				Level 2 Subtotal	\$816.25

Level 2 TASK02 Engineering Tasks

Professional Personnel

		Hours	Rate	Amount	
Project Management					
District Engineer					
Pike, Douglas	11/15/2023	.50	185.00	92.50	
Transmit Water ATLAS to Tristian Bounds, Coordinate exhibit update, Grant Invoice assembly					
Pike, Douglas	11/17/2023	1.00	185.00	185.00	
Prepare invoices for Reimbursement under the WRF Grant and submit to State Water Board.					
Pike, Douglas	11/20/2023	.50	185.00	92.50	
GSI Meeting re: new Monitoring wells.					
Development Review (Plan/Map Checking)					
Senior Project Engineer					
Mak, Gabriella	11/15/2023	.75	180.00	135.00	
Revised exhibit					
Totals		2.75		505.00	
Total Labor					505.00
				Level 2 Subtotal	\$505.00
				Project Total	\$1,321.25
				Total this Report	\$1,321.25

INVOICE

FROM:

Guy W. Savage
PO Box 894
Los Olivos, Ca 93441

BILL TO:

Via electronic delivery
President Thomas Fayram
Los Olivos Community Services District
PO Box 345
Los Olivos, Ca 93441

Invoice #: 202312
Invoice Date: 12/29/2023

Dear President Fayram,

Please see the below for professional services provided, plus any expenditures made on behalf of the District. The attached tally of hours (units) exceeds those being billed below. This is being done to track the hours for future reference. Per agreement, the hours will be capped at the number below or as authorized by the District.

Date	Description	Units	Rate	Amount
12/29/2023	General Manager Services - LOCSD (12/1/23-12/30/23) See Attached for Details	40	\$ 138.65	\$ 5,545.80
12/29/2023	Reimbursable - General Manager Services - Groundwater Monitoring Wells (12/1/23-12/30/23) See Attached for Details	8	\$ 138.65	\$ 1,109.16
Total				\$ 6,654.96

Thank you for your continued support.



Email: GM.LOCSD@gmail.com



Guy Savage <gm.locsd@gmail.com>

Re: Request to exceed 30 hours

1 message

Thomas Fayram <tom.fayram.locsd@gmail.com>
To: General Manager - LOCSD <gm.locsd@gmail.com>

Tue, Dec 5, 2023 at 1:25 PM

Yes up to 40 hrs

On Dec 4, 2023, at 8:44 AM, General Manager - LOCSD <gm.locsd@gmail.com> wrote:

This is the email I was referencing.

Guy

----- Forwarded message -----

From: **General Manager - LOCSD** <gm.locsd@gmail.com>
Date: Mon, Nov 27, 2023 at 4:12 PM
Subject: Request to exceed 30 hours
To: Tom Fayram <tom.fayram.locsd@gmail.com>

Tom,

December could end up being an interesting month between normal activities, plus (hopefully) groundwater monitoring well activities. With this in mind, I am requesting authorization to bill:

1. Up to 40 hours for "normal" District business.
2. As many hours as necessary to work on the groundwater monitoring wells. Keep in mind that my time (up to a total of \$2,700) will be reimbursed through the grant.

Guy

Guy Savage
General Manager
Los Olivos Community Services District
PO Box 345, Los Olivos, CA 93441
(805) 500-4098
www.LosOlivosCSD.com

--

Guy Savage
General Manager
Los Olivos Community Services District
PO Box 345, Los Olivos, CA 93441
(805) 500-4098
www.LosOlivosCSD.com

ITEM 7 – ELECTION OF OFFICERS

ELECTION OF OFFICERS

RESOLUTION NO. 23-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LOS OLIVOS COMMUNITY SERVICES DISTRICT ESTABLISHING A POLICY FOR SELECTION OF BOARD OFFICERS

WHEREAS, the Los Olivos Community Services District ("District") is empowered to adopt policies governing its operations; and

WHEREAS, California Government Code section 61043(a) provides that the Board of Directors ("Board") may elect Board officers following a general district election or unopposed election, or annually; and

WHEREAS, California Government Code section 61043(b), the officers of the Board are a President and a Vice President, with the President presiding over meetings of the Board and the Vice President serving in the President's absence or inability to serve; and

WHEREAS, the Board wishes to adopt a uniform policy governing the selection of Board officers on an annual basis.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Los Olivos Community Service District, as follows:

1. The above recitals are true and correct.
2. The Board of Directors hereby establishes a policy for the selection of Board officers, to take place on an annual basis at the first meeting in January of each year, commencing January of 2024.
3. If the certified results of the immediately prior general election have not been released in time to comply with the noticing requirements for the first meeting in January, then the Board of Directors may extend selection of Board officers to the next meeting after release of the certified election results that allows for compliance with meeting noticing requirements.
4. Any Director may be nominated for the office of President or Vice President, except that no Director may hold more than one officer position. Nominations for office require a second. Whereas the officers of President and Vice President do not include any additional financial compensation, Directors nominated for such officers may nominate or second, and vote for themselves.
5. The President shall preside over meetings of the Board, and have the powers specified by law. The Vice President shall serve in the President's absence or inability to serve, and in such case have the powers of the President as specified by law until such time as the President is present or has the ability to serve or any vacancy is filled by Board election.

6. Nothing in this Resolution restricts the Board of Directors from calling an early election of officers to fill a vacancy.

7. The rules for vacancies for District officers shall follow the rules for vacancies in elected office, as set forth in Government Code section 1770.

8. Nothing in this Resolution restricts the creation of additional Board officers consistent with Government Code section 61043(c).

9. Following every election of Board officers, the General Manager or their designee shall update the listing of Board officers on the District's website and provide the term of office for each, and update official District letterhead to reflect any changes in offices.

10. The General Manager, or the General Manager's designee, is authorized to take all actions necessary or appropriate to carry out the intent and purpose of this Resolution.

11. Should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution, as hereby adopted, shall remain in full force and effect.

12. This resolution is effective immediately.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the Board of Directors of the Los Olivos Community Services District at a regularly scheduled meeting held on the 12th day of July, 2023, by the following vote:

AYES: FAYRAM, KENNEDY, PARKS, PALMER

NOES: NONE

ABSENT: ROSS

ABSTAIN: NONE

ATTEST:




GUY SAVAGE, General Manager

**LOS OLIVOS COMMUNITY SERVICES
DISTRICT**

By: 

TOM FAYRAM, Board President

APPROVED AS TO FORM:

By: 

G. ROSS TRINDLE, III, District Counsel

I, **Guy W. SAVAGE**, General Manager of the Los Olivos Community Services, Santa Barbara County, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the Board of Directors of the Los Olivos Community Services District on the date and by the vote indicated herein.

ITEM 8 – COMMITTEE / SUBCOMMITTEE APPOINTMENTS

COMMITTEE / SUBCOMMITTEE APPOINTMENTS

RESOLUTION NO. 23-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LOS OLIVOS COMMUNITY SERVICES DISTRICT RESCINDING AND REPLACING RESOLUTIONS NO. 18-04 AND 18-05 AND DECLARING ALL COMMITTEES TO BE STANDING COMMITTEES

WHEREAS, the Los Olivos Community Services District ("District") is empowered to adopt policies governing its operations; and

WHEREAS, the Board of Directors ("Board") of the District previously created advisory committees entitled the Finance Committee, the Technical Committee, the Grants Committee, and the Project Management Committee, each of which was empowered to obtain and analyze information to report to the full Board on those designated topic areas, for final Board consideration and possible action; and

WHEREAS, the Board wishes to declare each of these committees to be standing committees subject to the Brown Act to provide transparency to the public and to provide efficient use of public funds; and

WHEREAS, the Board wishes adopt a uniform policy governing the creation and operation of all committees that may be created and appointed by the Board;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Los Olivos Community Service District, as follows:

1. The above recitals are true and correct.
2. The Board of Directors hereby repeals Resolution number 18-04 and the prior Policy on Committees attached to Resolution number 18-04.
3. The Board of Directors hereby repeals Resolution number 18-05.
4. The Board of Directors resolves that currently existing Committees—Finance, Technical, Grants, and Project Management—shall be and are hereby re-established and declared to be Standing Committees subject to the Brown Act.
5. The Finance Committee shall review and make recommendations regarding consideration and possible approval of costs incurred by the District during the prior month. The current Finance Committee is comprised of Directors Kennedy and Palmer. The future membership of the Finance Committee shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the committee. At its next meeting following adoption of this Resolution, the Finance Committee is directed to establish a regular schedule of meetings, to be posted on the District's website. Any meeting set forth on the regular schedule of meetings shall proceed as scheduled, unless a notice of cancellation is posted to the District's

website a minimum of seventy-two (72) hours prior to the anticipated start of said regular meeting and disseminated to email recipients who have requested notice of District meetings electronically.

6. The Technical Committee shall review and make recommendations regarding consideration and possible approval of technical solutions related to the collection, treatment, and disposal of wastewater; connection to a community treatment solution from individual parcels (both residential and commercially zoned); ownership of collection and treatment solutions; sizing, scope, and placement of collection and treatment approaches and solutions; and implementation and management of existing and future groundwater monitoring wells. The current Technical Committee is comprised of President Fayram and Vice President Ross. The future membership of the Technical Committee shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the committee. At its next meeting following adoption of this Resolution, the Technical Committee is directed to establish a regular schedule of meetings, to be posted on the District's website. Any meeting set forth on the regular schedule of meetings shall proceed as scheduled, unless a notice of cancellation is posted to the District's website a minimum of seventy-two (72) hours prior to the anticipated start of said regular meeting and disseminated to email recipients who have requested notice of District meetings electronically.

7. The Grants Committee shall review and make recommendations regarding consideration and possible approval of grant funding opportunities to be undertaken by the District. The current Grants Committee is comprised of Directors Kennedy and Parks. The future membership of the Technical Committee shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the committee. At its next meeting following adoption of this Resolution, the Grants Committee is directed to establish a regular schedule of meetings, to be posted on the District's website. Any meeting set forth on the regular schedule of meetings shall proceed as scheduled, unless a notice of cancellation is posted to the District's website a minimum of seventy-two (72) hours prior to the anticipated start of said regular meeting and disseminated to email recipients who have requested notice of District meetings electronically.

8. The Project Management Committee shall review and make recommendations regarding consideration and possible approval of items related to the general project management of District activities including providing input and review of required Santa Barbara County Local Agency Formation Commission (LAFCO) quarterly letters and community newsletters, policy development, project schedules, and other calendaring and scheduling activities as needed. The current Project Management Committee is comprised of Vice President Ross and Director Palmer. The future membership of the Technical Committee shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the

committee. At its next meeting following adoption of this Resolution, the Project Management Committee is directed to establish a regular schedule of meetings, to be posted on the District's website. Any meeting set forth on the regular schedule of meetings shall proceed as scheduled, unless a notice of cancellation is posted to the District's website a minimum of seventy-two (72) hours prior to the anticipated start of said regular meeting and disseminated to email recipients who have requested notice of District meetings electronically.

9. All business conducted at meetings of the Technical, Grants, and Project Management Committees that occurred in May or June of 2023 shall be re-noticed for consideration and possible action/ratification at the next scheduled committee meeting following adoption of this Resolution.

10. Any future advisory committees considered for creation by the Board of Directors shall include discussion and a determination by the Board of Directors regarding: (1) whether the committee will be subject to the Brown Act as set forth in Government Code section 54952(b); (2) the subject matter jurisdiction of the committee; (3) in the case of committees not subject to the Brown Act as set forth in Government Code section 54952(b), the length of time the committee can exist to carry out its purpose, not to exceed six months from the date of creation, after which the Board of Directors must discuss and consider whether to re-establish the committee, to take place at a public meeting of the Board of Directors, otherwise the ad hoc committee shall automatically cease to exist following expiration of the period of time set at the time of committee creation.

11. The membership of all future advisory committees created by the Board of Directors shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the committee.

12. A fully executed copy of this Resolution shall be posted on the District's website in a conspicuous place along with the other information required to be posted regarding committees, as set forth herein.

13. The General Manager, or the General Manager's designee, is authorized to take all actions necessary or appropriate to carry out the intent and purpose of this Resolution.

14. Should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution, as hereby adopted, shall remain in full force and effect.

15. This resolution is effective immediately.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by

the Board of Directors of the Los Olivos Community Services District at a regularly scheduled meeting held on the 12th day of July, 2023, by the following vote:

AYES: FAYRAM, PARKS, TALMER, KENNEDY

NOES: NONE

ABSENT: ROSS


ABSTAIN: NONE

ATTEST:




GUY W. SAVAGE, General Manager

LOS OLIVOS COMMUNITY SERVICES DISTRICT

By: 
TOM FAYRAM, Board President

APPROVED AS TO FORM:

By: 
G. ROSS TRINDLE, III, District Counsel

I, GUY W. SAVAGE, General Manager of the Los Olivos Community Services, Santa Barbara County, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the Board of Directors of the Los Olivos Community Services District on the date and by the vote indicated herein.

ITEM 9 – 2024 PLANNING

2024 PLANNING

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

Last Update: 1/4/2024

Task	2024				FY 2023-24 Costs	FY 2023-24 Budgeted?	Est Total Costs
	Q1	Q2	Q3	Q4			
Board and Public Education							
Public workshops and outreach						Y	
Engineering / Design							
Collection Study					\$70k	Amended	\$70k
Treatment Study					\$90k+	N	\$90k+
Confirm Disposal Options						Y	
Siting options						Y	
Final Project Description						Y	
60% Design					\$50k	N	\$300k+
Assessment Engineer Report including benefit factors/rates						N	\$50k+
Environmental Review							
Environmental study, assessment and report (incl. public review)						N	\$150k+
Grants and Financing							
Discussion about cost allocations (by parcel type)						Y	
Develop financing plan						Y	
Seek grants and financing						Y	
Prop 218 - Property Owner vote on proposed project							
Polling for election feasibility						N	\$25K
Conduct Prop 218 workshops with public						N	
Voting process						N	\$125k
Monitoring Well(s)							
Drill three additional monitoring wells					\$121K	Amended	\$121k
Data from all five wells						Y	
Monitoring of wells, completed every 6 months (5 years)						N	\$12K
Total					\$331k+		\$943k+

By Funded / Unfunded

Task	2024				FY 2023-24 Costs	FY 2023-24 Budgeted?	Est Total Costs
	Q1	Q2	Q3	Q4			
FUNDABLE (Funds exist in existing budget)							
Public workshops and outreach	■	■				Y	
Collection, Treatment, Disposal Options	■					Y	
Siting options		■				Y	
Final Project Description		■				Y	
Develop financing plan						Y	
Seek grants and financing	■	■	■	■		Y	
Find funding for well monitoring program						Y	
Data from all five wells		■				Y	
Collection Study	■				\$70k	Amended	\$70k
Drill three additional monitoring wells, sample all five wells	■	■			\$121K	Amended	\$121k
UNFUNDED OR NO SPECIFIC FUNDING ACTION							
Treatment Study	■				\$90k+	N	\$90k+
60% Design		■	■	■	\$50K	N	\$300k+
Assessment Engineer Report including benefit factors/rates			■	■		N	\$50k+
Environmental study, assessment and report (incl. public review)			■	■		N	\$150k+
Polling for election feasibility				■		N	\$25K
Voting process						N	\$125k
Monitoring of wells, completed every 6 months (5 years)				■		N	\$12k
Total					\$331k+		\$943k+

Legend:

Can be completed prior to (or without) a Final Project Description
 Cannot be completed prior to Final Project Description



LOCSO - MEETINGS CALENDAR YEAR 2024 - WORKING DRAFT

Q1	January
	February
	March
	REGEN Report
Q2	April
	60% Design RFP Authorization
	Fiscal Year (FY) 2024-25 Budget and Strategic Planning, GM's Annual Report
	WS - Collection, Treatment, Disposal
	May
	FY 2024-25 Budget
	WS - Siting
	OUTSIDE MTG - CCRWQCB / EHS
	June
	Final Project Description
FY 2024-25 Budget Hearing, Gann Limit, Tax Assessment Authorization	
WS - Capital Cost Distribution	
Q3	July
	60% Design Contract
	August
	EIR Contract
	WS - EIR Process
	September
	WS - 218 Process
Q4	October
	November
	Assessment Engineer Contract
	December

ITEM 10 – LETTER TO CITY OF SOLVANG

LETTER TO CITY OF SOLVANG – CONNECTION TO WTP

Thomas Fayram, Director
Julie Kennedy, Director
Lisa Palmer, Director
Greg Parks, Director
Nina Stormo, Director



PO Box 345, Los Olivos Ca 93441
Telephone (805) 500-4098
losolivoscsd@gmail.com
www.losolivoscsd.com

Guy Savage, General Manager

January 10, 2024

Honorable Mayor Mark Infanti
Solvang City Hall
1644 Oak Street
Solvang, CA 93463

SUBJECT: Los Olivos Community Services District interest in connection to the City of Solvang's wastewater treatment infrastructure

Honorable Mayor Infanti and City Council,

The City of Solvang, through a letter dated September 19, 2018 (attached), asked the Los Olivos Community Services District (LOCSD) if it would be interested in discussing the possibility of purchasing treatment capacity at the Solvang Wastewater Treatment Plant (WWTP). The LOCSD is interested in such discussions.

Background:

When the 2018 letter was written, the City of Solvang was exploring the upgrade and expansion of its WWTP. The City was considering three alternatives which would continue the City's 1.5 million gallons per day (MGD) wastewater treatment capacity or potentially expand it up to 2.0 MGD.

At the time of your letter, the LOCSD was still in its early formation having only been approved by a vote earlier in 2018. Consequently, the LOCSD was not in a position to fully understand and evaluate the ramifications of connection to your wastewater treatment infrastructure and the purchase of plant capacity.

Since its inception, the LOCSD has been diligently pursuing wastewater treatment approaches that could result in effective treatment of wastewater that resulted in the region being designated a Special Problems Area in 1974 due to high nitrates in our groundwater. While simultaneously performing related studies on the costs and approaches to wastewater collection, treatment, and disposal, the LOCSD has been seeking to better understand the levels of nitrate concentrations.

Engineering Study – Collection, Treatment, and Disposal of Wastewater

In 2022, the LOCSD received a set of early design documents and costs for the construction of a traditional gravity-fed collection system to a Membrane Bioreactor (MBR) packaged treatment plant. The engineering documents and related cost estimates can be found at:

<https://www.losolivoscsd.com/technical-studies-and-reports>

In late 2022, the LOCSO received technical documentation that compared and provided cost estimates for various disposal options. The alternatives analysis can be found at:

<https://www.losolivoscsd.com/files/38814b37d/Effluent+Disposal+Alternatives+Evaluation+v4+2022.12.14.pdf>

In early 2023, the LOCSO held a community workshop to better understand the priorities of the community as it relates to the development of treatment approaches. The top two priorities of participants were capital (construction) and operations/maintenance costs. In 2023, the LOCSO commissioned two separate studies regarding trade-offs between (1) traditional gravity fed and effluent collection and (2) centralized and distributed treatment approaches. The LOCSO is currently working with an engineering firm that is developing a “hybrid” approach to collection and treatment. The engineering effort is expected to be completed in early 2024 and will include cost estimates for a system that will rely heavily on effluent collection. Combined, the engineering designs will provide the community with the opportunity to compare technical approaches and costs for a system developed, built, and managed by the LOCSO.

As part of its 2022 engineering efforts the LOCSO confirmed average daily wastewater flows. Existing flows for the entire LOCSO were calculated at 96,400 gallons per day (GPD). Average daily flows for a proposed 20-year buildout design was calculated at 120,300 GPD. Details of the flows and calculations can be found at:

<https://www.losolivoscsd.com/files/f0808d63d/Basis+of+Design+01.07.2022.pdf>

Understanding Nitrate Levels in Local Groundwater

In late 2022, the LOCSO drilled two groundwater monitoring wells. Testing results from the two wells confirmed that at least some portions of the LOCSO are at the allowed maximum contaminate levels for nitrates. The LOCSO is currently in the process of drilling three additional groundwater monitoring wells within its boundaries. Construction is expected to be completed in early 2024. Data from the five wells will be used to better understand the levels of nitrates throughout the LOCSO.

Moving Forward:

The LOCSO is keenly interested in finding the most cost-effective solution to its problem while simultaneously maintaining as much local control as possible. At this time, it is believed that exploring a potential connection to the City of Solvang’s wastewater treatment infrastructure could be a win-win for both the City and the LOCSO. The City could receive additional revenues to help offset costs for wastewater treatment and related infrastructure without increasing its plant size. The LOCSO could explore the costs and benefits of connecting to an existing wastewater treatment infrastructure and avoid the disruption of siting and building a WWTP in our community.

On behalf of the Board of Directors, I look forward to hearing from you at your earliest opportunity.

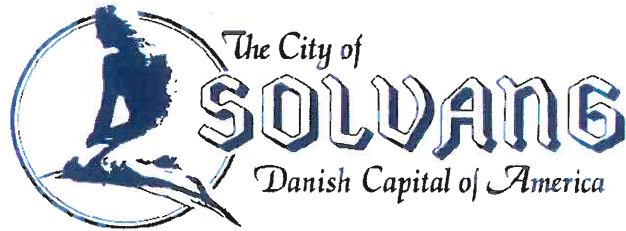
Sincerely,

President
Los Olivos Community Services District

Attachments:

1. Letter from the City of Solvang – 9-19-2018

cc: Mark Infanti, Mayor - mark.infanti@cityofsolvang.com
Elizabeth Orona, Mayor pro tem - elizabeth.orona@cityofsolvang.com
Claudia Orona, Councilmember - claudia.orona@cityofsolvang.com
David Brown, Councilmember- david.brown@cityofsolvang.com
Robert Clarke, Councilmember - robert.clarke@cityofsolvang.com
Randy Murphy, City Manager – randym@cityofsolvang.com
Los Olivos Community Services District Board of Directors



September 19, 2018

Mr. Doug Pike
Interim General Manager
Los Olivos Community Services District
P.O. Box 345
Los Olivos, CA 93441

Subject: Proposed Solvang Wastewater Treatment Plant Upgrade/Expansion

Dear Doug:

As you may be aware, several situations arose over the last 2 years leading up to the need for the City of Solvang to upgrade and expand our Wastewater Treatment Plant (WWTP). One of those situations was the RWQCB's informal request that the City modify our treatment process and begin de-nitrifying the wastewater. This (and the increase in wastewater strength over the past several years) has resulted in a reduction of our treatment capacity from 1.5 MGD down to 0.9 MGD. Our proposed WWTP Upgrade/Expansion Project seeks to restore the lost capacity, upgrade the Plant, and possibly expand the Plant capacity.

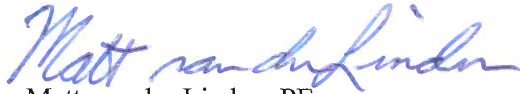
As our first step toward upgrading the Plant, the City hired Pacific Advanced Civil Engineering (PACE) to complete the WWTP Enhanced Treatment Study & Alternatives Analysis. At our City Council's regular meeting of September 10, 2018 staff and PACE presented the findings and recommendations of this Study. The City Council considered the three alternatives of upgrading and expanding the WWTP: 1) Upgrade the existing SBR Plant and restore 1.5 MGD capacity, 2) Add clarifiers, modify Plant and increase Plant capacity to 1.7 MGD, and 3) Upgrade to MBR Plant and increase Plant capacity to 2.0 MGD. The full Study can be found on the City's website. Alternatives 2 and 3 are being considered further. However, prior to making any final decision, the City Council directed staff to conduct some additional research including contacting the Los Olivos Community Services District (LOCSD) to inquire if you are interested in purchasing treatment capacity in the Solvang WWTP.

This letter is written to make that inquiry. Is the LOCSD interested in discussing the possibility of purchasing treatment capacity in the Solvang WWTP, and if so, how much capacity are you interested in? Your response may influence the City's Council's decision between Alternatives 2 and 3. It is our understanding from the AECOM Los Olivos Engineering Report, dated, November 2, 2016 that the projected Average Day Maximum Month Flow for Los Olivos is somewhere in the range of 118,000 gpd to 180,000 gpd. From this Report we also understand that the estimated capital cost of a LOCSD infiltration treatment plant is approximately \$3.8 million, and \$7.4 million for an MBR treatment plant.

The cost estimates in the City's recent Study are preliminary, but assuming Alternative 3 (the MBR option) is implemented at an estimated cost of \$15.3 million, and a capacity of 120,000 gpd is provided to the LOCSD, your capacity and buy-in cost would be in the neighborhood of \$2.5 million. We realize your final decision whether or not to purchase treatment plant capacity from the City of Solvang will require several months to consider. However, we are requesting a response as to your interested in

discussing the possibility of purchasing treatment capacity in the Solvang Plant, and if so, how much capacity are you interested in, and approximately when might you be able to provide the City a firm answer? We look forward to hearing back from you soon. If you have any questions please don't hesitate to contact me at (805) 688-5575.

Sincerely,

A handwritten signature in blue ink that reads "Matt van der Linden". The signature is written in a cursive, flowing style.

Matt van der Linden, PE
Public Works Director/City Engineer

Copy. Brad Vidro, City Manager
Nathan Giacinto, Wastewater Division Supervisor

ITEM 11 – WRDA FUNDING REQUEST RATIFICATION

WRDA FUNDING REQUEST RATIFICATION



Water Resources Development Act Resource Guide

2024 WRDA Instructions And Information

As the House prepares to develop a Water Resources and Development Act (WRDA) in 2024, Rep. Carbajal welcomes requests for local U.S. Army Corps of Engineers (Corps) projects. WRDA authorizes studies and projects within the Corps' Civil Works mission area, including navigation; flood, hurricane, and storm damage reduction; shoreline protection; and ecosystem restoration. Additionally, WRDA authorizes Environmental Infrastructure (EI) assistance to support local governments in the design or construction of specific water and wastewater infrastructure.

The House Transportation and Infrastructure (T&I) Committee has indicated they will accept the following requests as they develops the 2024 WRDA bill:

- Requests to authorize or modify a Corps project or study;
- Requests to deauthorize an existing Corps project; and
- Requests to transfer, exchange, or convey lands or real property owned by the Corps, or to modify an existing easement held by the Corps over property.
- Authorization of specific Environmental Infrastructure assistance;

To submit a request for Rep. Carbajal's consideration for please fill out and email the corresponding form to [Johanna Montiel \(Johanna.Montiel@mail.house.gov\)](mailto:Johanna.Montiel@mail.house.gov). If you are looking to modify existing authorized projects or studies, please email Johanna Montiel directly for more information. **You may submit multiple requests.** If you do so, please rank your requests in order of priority. **Please submit all requests by 5pm PT, Friday, January 5, 2023.** Submitting a request does not guarantee that the Committee will include the request in the 2024 WRDA.

Additional information regarding WRDA is below, including further information on local cost share and EI assistance.

Background on the *Water Resources Development Act*:

The *Water Resources Development Act (WRDA)* authorizes studies and projects within the U.S. Army Corps of Engineers (Corps) Civil Works mission areas, including navigation, flood damage reduction, hurricane and storm damage reduction, shoreline protection, and ecosystem restoration. Regular consideration of locally driven, rigorously studied, and nationally significant Corps infrastructure is key to preserving our nation's economy, to protecting our communities and businesses, and to maintaining our quality of life.

The Committee on Transportation and Infrastructure has successfully enacted a bipartisan *WRDA* in each of the last five Congresses and is in the process of developing a new *WRDA* for 2024.

The Committee has indicated they will not consider requests for programs or activities outside of the Corps' jurisdiction for inclusion in *WRDA* for 2024.

General information regarding past *WRDA* legislation, Corps' reports, and other related information can be found on the Committee website (<https://transportation.house.gov/wrda-2024/>).

Overview:

Traditionally, *WRDAs* include provisions related to both **projects** (including studies) carried out by the Corps, as well as the underlying **policy** that guides how the Corps implements its civil works authority. Members can submit requests under both provision categories—project-specific requests (including requests for new or modified Corps’ studies) or general policy—using the electronic database. The enclosed instructions describe the process for submission of Member requests under both provisions.

Project-Specific Requests (including studies):

The Corps constructs projects for the purposes of navigation, flood control, hurricane and storm damage reduction and shoreline protection, hydroelectric power, recreation, water supply, environmental protection, restoration and enhancement, and fish and wildlife mitigation.

Typically, a Corps project begins with a Congressional request, enacted through a *WRDA*, for the Corps of Engineers to partner with a non-federal interest in conducting a feasibility study for one (or more) of the authorized purposes listed above. Member requests for new feasibility studies (or modification of existing feasibility studies) would be appropriate for consideration in a new *WRDA*.

A completed feasibility study is then submitted to Congress in the form of a Report of the Chief of Engineers (Chief’s Report)¹ that would also need to be enacted to proceed to construction. Member requests to authorize a Chief’s Report submitted to Congress would be appropriate for consideration in a new *WRDA*.

Other types of project-specific requests appropriate for consideration in a new *WRDA* would include:

- Requests to authorize or modify a Corps project or study;
- Requests to deauthorize an existing Corps project; and
- Requests to transfer, exchange, or convey lands or real property owned by the Corps, or to modify an existing easement held by the Corps over property.

In the *Water Resources Reform and Development Act (WRRDA)* of 2014, Congress directed the Corps to annually solicit and compile project-specific requests from non-federal interests for potential congressional authorization through future *WRDA* bills. These "Annual Reports to Congress on Future Water Resources Development" reports (more commonly referred to as Section 7001 reports) identify completed Chief’s Reports, proposed feasibility studies, and proposed modifications to authorized water resources development projects or feasibility studies, submitted by non-federal interests that are related to the missions and authorities of the Corps.

These Section 7001 Reports, which are required by law to be submitted to Congress by February 1 of each year, provide a valuable framework in the formulation of *WRDAs*.

¹ A list of pending Chief’s Reports is maintained on the Committee’s website.

The information contained in these reports serves as a baseline for locally- supported studies, projects, and project modifications from which the Committee can assess for potential inclusion in future *WRDAs*, including *WRDA* for 2024.

A list of Section 7001 Reports that have been submitted to Congress can be accessed through the Committee website (<https://transportation.house.gov/wrda-2024/>).

Policy Requests:

WRDAs also provide the Corps with statutory authority on how the agency carries out its general missions and authorities. Proposals to amend this authority, or to create new authority, would be considered policy requests, and can be submitted for consideration in a new *WRDA* bill. Generally speaking, if a Member request does not directly relate to a specific Corps study or project, it is likely that such a request should be submitted as a policy request.

Examples of policy-related provisions include:

- Changes in how the Corps utilizes its federal resources under the Harbor Maintenance Trust Fund (HMTF) or Inland Waterways Trust Fund (IWTF);
- Provisions related to how the Corps considers and evaluates future water resources development projects, including potential modifications to the Corps' benefit-cost ratios (BCR) or affordability guidelines;
- Provisions on how the Corps acts and reacts to emergencies, such as flooding, drought, and coastal storms, under its P.L. 84-99 authorities;
- Provisions related to how the Corps identifies and evaluates potential project alternatives in the formulation of projects (e.g., consideration of natural or nature-based features); and
- Provisions related to the role of non-federal interests in the development and funding of Corps' studies and projects.

Environmental Infrastructure Requests:

Since *WRDA* 1992, Congress has authorized the Corps to carry out environmental infrastructure projects to address local water supply, wastewater, and stormwater projects in partnership with non-federal interests.

In *WRDA* 2016, Congress specifically amended the requirements for the formulation of Section 7001 Reports to allow for the inclusion of environmental infrastructure project requests in future 7001 Reports.

2024 WRDA ENVIRONMENTAL INFRASTRUCTURE REQUEST

Rep. Salud Carbajal (CA-24)

Note: Please submit a SEPARATE form for each WRDA request.

This form is ONLY to request the authorization of new Environmental Infrastructure assistance, such as assistance for a specific local water or wastewater infrastructure construction project. If this request is for authorization of a feasibility study or a Corps project, please use the corresponding form.

If this request is to modify an EXISTING Environmental Infrastructure authority, please email johanna.montiel@mail.house.gov instead of using this form.

Please return this request form by EMAIL to johanna.montiel@mail.house.gov by 5pm PT, Friday, January 5, 2024.

Sec 1. Requesting entity/organization

Name: Los Olivos Community Services District (LOCSD)
Type: Local Government - Community Services District
Address: PO Box 345, Los Olivos, CA, 93441
Phone: (805) 500-4098

Sec 2. Point of contact

Name: Guy Savage
Title: General Manager
Phone: (805) 500-4098
Email: gm.locsd@gmail.com

Sec 3. Request

1. Project name: Los Olivos Septic System to Community Wastewater Treatment – 60% Engineering Design

2. Location of project to be studied: Los Olivos CA, 93441

3. Brief description of project to be studied: The LOCSD will be completing a 60% Engineering Design of its selected wastewater collection and treatment approach.

4. Justification (why is the project important?): Environmental Infrastructure (EI) assistance to support local governments in the design or construction of specific water and wastewater infrastructure.

5. Corps Mission Area of the project: Ecosystem restoration / Environmental Infrastructure (EI) assistance to support local governments in the design or construction of specific water and wastewater infrastructure.

6. Was the study recommended by the Corps in an existing Section 7001 report? No

7. Nonfederal sponsor of the study:

a. Is the nonfederal sponsor prepared to meet any nonfederal cost share requirements? Yes

- **Typically a 50% nonfederal cost share is required for studies.*

8. Connection to CA-18: The LOCSD is within the Congressional 24th District (CA-24), represented by Congressman Salud Carbajal (CA-24)

9. Is this request being submitted to other Congressional offices? No

Sec 4. Priority number: Priority 1 – \$300,000 - 60% Engineering Design

2024 WRDA ENVIRONMENTAL INFRASTRUCTURE REQUEST

Rep. Salud Carbajal (CA-24)

Note: Please submit a SEPARATE form for each WRDA request.

This form is ONLY to request the authorization of new Environmental Infrastructure assistance, such as assistance for a specific local water or wastewater infrastructure construction project. If this request is for authorization of a feasibility study or a Corps project, please use the corresponding form.

If this request is to modify an EXISTING Environmental Infrastructure authority, please email johanna.montiel@mail.house.gov instead of using this form.

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Name: Los Olivos Community Services District (LOCSD)
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Sec 2. Point of contact

Name: Guy Savage
Title: General Manager
Phone: (805) 500-4098
Email: gm.locsd@gmail.com

Sec 3. Request

1. Project name: Los Olivos Septic System to Community Wastewater Treatment – Environmental Impact Assessment and Review, and Groundwater Sampling and Testing

2. Location of project to be studied: Los Olivos CA, 93441

3. Brief description of project to be studied: Environmental Impact Assessment and Review and Continued Groundwater Sampling and Testing

4. Justification (why is the project important?): Environmental Infrastructure (EI) assistance to support local governments in the design or construction of specific water and wastewater infrastructure.

5. Corps Mission Area of the project: Ecosystem restoration / Environmental Infrastructure (EI) assistance to support local governments in the design or construction of specific water and wastewater infrastructure.

6. Was the study recommended by the Corps in an existing Section 7001 report? No

7. Nonfederal sponsor of the study:

a. Is the nonfederal sponsor prepared to meet any nonfederal cost share requirements? Yes

- **Typically a 50% nonfederal cost share is required for studies.*

8. Connection to CA-18: The LOCSD is within the 24th Congressional District (CA-24), represented by Congressman Salud Carbajal (CA-24)

9. Is this request being submitted to other Congressional offices? No

Sec 4. Priority number: Priority 2 of 2 – \$162,500 - Environmental Impact Assessment and Review - effort cost estimated in excess of \$150,000 and Continued Groundwater Sampling and Testing - effort cost estimated at \$12,500

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



PO Box 345
Los Olivos, CA 93441
www.losolivoscsl.com

Guy Savage, General Manager

January 4, 2024

Subject: 2024 Water Resources Development Act (WRDA) New Requests

The Los Olivos Community Services District (LOCS D) has jurisdictional boundaries within the broader Los Olivos Special Problems Area. The LOCS D and Special Problems Area are located in the Santa Ynez Valley portion of northern Santa Barbara County. The Special Problems Area was designated in 1974.

The LOCS D was formed by local residents in 2018 to address high levels of nitrates in local shallow groundwater aquifers that contributed to the Special Problems Area designation. The LOCS D currently consists of 378 parcels and had a Fiscal Year 2023-24 budget of \$227,650. The LOCS D is pursuing a community wastewater treatment solution that will replace septic tanks that are a notable contributor to nitrate levels (the Project).

On its very limited budget, the LOCS D has completed a number of studies in order to engineer potential solutions for the Project. Studies have included 30% design documents for a gravity-fed wastewater collection to membrane bioreactor (MBR) treatment facility. Cost estimates for the gravity-fed collection to MBR solution were calculated at \$47,800,000. Given these high costs per parcel (\$126,455 if costs were equally split between all parcels), the LOCS D has hired an engineering firm to complete a 30% design of an effluent collection system as a potentially more cost-effective approach to gravity-fed collection. The LOCS D is also exploring connection to the only other municipal wastewater treatment facility in the Santa Ynez Valley, run by the City of Solvang, that may have capacity to treat LOCS D wastewater. All of these engineering studies are anticipated to be completed in early 2024.

Concurrent with engineering and design efforts, the LOCS D installed two groundwater monitoring wells in 2022 and is in the process of installation three additional groundwater monitoring wells that should be completed in early 2024. The data from the wells represents the first consistent and reliable testing the community has undergone in over 30 years.

As noted, the LOCS D anticipates completing its engineering design efforts next year. Following completion of the engineering design efforts, the LOCS D will begin pursuing two significant efforts related to the Project:

- Priority 1 - 60% Engineering Design - effort costs estimated in excess of \$300,000
- Priority 2 - Environmental Impact Assessment and Review - effort cost estimated in excess of \$150,000, and Continued Groundwater Sampling and Testing - effort cost estimated at \$12,500, combined effort amount in excess of \$162,500.

The LOCS D is submitting two Water Resources Development Act (WRDA) requests. One each for the efforts and amounts noted above.

ITEM 13 – BYLAWS

BYLAWS



LOS OLIVOS COMMUNITY SERVICES DISTRICT

BYLAWS

Last Updated: 1/10/2024

P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098
losolivoscscsd@gmail.com, www.losolivoscscsd.com

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1. INTRODUCTION

The Board of Directors of Los Olivos Community Services District ("District" or "LOCSD") is committed to providing excellence in leadership that results in the provision of the highest quality services and representation to the District's constituents.

The purpose of these Bylaws is to provide rules and guidelines for the conduct and operations of the District.

Any of the rules or guidelines contained in these Bylaws that are not required by law may be suspended by a majority of the Board, at any time. Any rule or guideline may be altered, amended or repealed at a duly noticed meeting by a majority vote of the Board.

Where Resolutions, motions, past practices, or other action on specific topics have been adopted, those actions serve shall as the superseding or overriding document.

As a general rule, the LOCSD uses Rosenberg's Rules of Order for all Board of Directors and standing committee/subcommittee meetings. These Bylaws will be applicable to all Board of Directors meetings and all standing committee/subcommittee meetings of the Board of Directors.

As an introductory guideline, a good Board Member:

1. Is dedicated to helping others and is modest in the light of her/his/their responsibility
2. Approaches Board responsibilities in the best interest of the District and its residents
3. Stands up for their convictions even at the cost of disapproval
4. Welcomes information and the best advice, but reserves the right to arrive at decisions on the basis of personal judgment
5. Respects the right of other Board Members to disagree with them and have a fair hearing of all points of view
6. Supports decisions made by a majority of the Board, even if they dissented during debate, abstained, or voted against a specific decision
7. Criticizes in a constructive way and offers suggestions or alternatives
8. Recognizes that time and energy are limited and that over-commitment may be self-defeating
9. Maintains loyalty to other Board members, the District, and the organization

Directors have taken on a fiduciary responsibility overseeing the delivery of vital community services. To meet this responsibility, the job requires an open mind, patience, and hard work.

2. BASIS OF AUTHORITY FOR PROCEDURAL BOARD RULES

2.1 Governing Laws and Director Liability

The Board of Directors shall comply with and be guided by applicable state laws and regulations, including the enabling act of the District and applicable federal laws and regulations. A Director can be held personally liable for damages arising from any actions taken by that Director that can be construed to be outside the course and scope of their duties, responsibilities, and authority as a Director. If Directors do attempt to act individually on behalf of the District and without the full authority of the Board, those Directors are subjecting

themselves to potential personal liability, and also subjecting the District to potential liability. Director immunity from liability for their discretionary actions is not applicable with respect to actions that exceed the scope of a Director's authority; for example, disclosing information that is either confidential and/or discussed during closed session or directing District staff in the performance of their job duties.

2.2 Authority of the Board

The Board of Directors is the unit of authority within the District. Apart from her/his normal function as a part of this unit, individual Directors may not commit the District to any policy, act or expenditure. It is important to remember that the Board's role is to establish the policies for the District. The role of a Director is expressly stated in the California Community Services District Law ("CSD Law"), Government Code Section 61000, et sec, as follows:

The board of directors shall establish policies for the operation of the district. The board of directors shall provide for the implementation of those policies which is the responsibility of the District's general manager.
[Section 61040(a)]

Thus, while the role of the Board is to establish policy for the District, the General Manager is responsible for implementing that policy. If a Director receives information that there may be a problem at the District or there may have been some wrongdoing, the Director needs to discuss the issue with the President and the General Manager. When appropriate, the General Manager will schedule the issue for discussion by the full Board.

It is fully recognized that as of the initial writing of these Bylaws, the LOCSD does not have any full-time staff. Consequently, it is both anticipated and expected that Directors will be more involved in day-to-day operations and activities of the District than typically allowed. While such involvement is typically seen as exceeding the scope of authority granted by their office, until the LOCSD has permanent staff it is expected that Directors will operate in this capacity.

2.3 Budget Responsibilities

The Board has approval authority over the annual Budget for all funds. The Board shall exercise that authority with the following constraints:

The Budget shall be balanced, maintaining sufficient reserves and building up depleted reserves. The minimum budget reserve for a given fiscal year shall be set by Resolution or at the time of budget adoption.

A Budget summary shall report, in casual reader friendly form, the amount of money and the percentage of the budget represented by expenditure categories/budget categories.

The Budget shall pre-fund all future liabilities at the time they accrue.

The Budget shall pay down all existing unfunded liabilities that were not approved by the electorate (excludes voter approved Bonds, etc.). These liabilities shall be zeroed out within a reasonable timeframe based on the District's financial health.

Reserves shall not be tapped except for qualifying circumstances. Reserves depleted shall be replenished to the required level within three years.

2.4 Representation

The Board of Directors as a whole should not represent any factional segment of the community, but rather represent and act for District constituents as a whole.

2.5 Duty of Loyalty

An individual Director should be cognizant of the fact that information obtained as a result of discussing a significant event or issue with District staff and others, is information which a Director's duty of loyalty to the District requires be shared with the General Manager and the full Board during a properly agendized meeting. Each individual Director should give the Board the opportunity to evaluate all the circumstances available regarding a significant event or issue that the Board, as a whole, can reach consensus and take action to respond to said significant event or issue in the best interest of the District. Individual Board members owe a duty of loyalty to the District, its residents, and their fellow Board members in conducting the business affairs of the District.

3. BOARD STRUCTURE

3.1 Officers

The Board shall annually select a President and Vice President for each calendar year. The General Manager shall perform the duties of District Secretary and/or District Clerk of the Board regarding preparation of agendas and minutes and filing of official documents. The General Manager shall exercise discretion in performing duties and may delegate duties as appropriate.

3.1.1 President

The President shall perform the duties of President at all meetings of the Board of Directors and shall carry out the resolution and orders of the Board of Directors and perform such other duties as the Board of Directors prescribes, including presiding over meetings of the Board of Directors, setting special meetings as necessary, and the appointment of Directors to serve on committees or subcommittees of the Board.

3.1.2 Vice President

When the President resigns, is absent, or disabled, the Vice President shall perform the President's duties. Should both the President and Vice President be absent, or disabled, the remaining Directors shall elect one of their members to perform the duties of the President for said item.

3.2 Annual Organizational Meeting

The Board of Directors shall hold an annual organizational meeting at its first regular meeting of the year. At this meeting, the Board will elect a President and Vice President from among its members to serve during the coming calendar year. Additionally, Standing Committee and Subcommittee assignments will be reviewed for possible changes.

3.3 Attendance at Meetings

Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for absence. A vacancy shall occur if any member ceases to discharge the duty of their office for the period of three (3) consecutive months pursuant to Government Code 1770(g), except as authorized by the Board of Directors.

3.4 District Performance

The Board of Directors, as the unit of authority within the District, is ultimately responsible for the District's overall performance.

3.4.1 Performance Standards

The Board of Directors is responsible for setting performance standards for delivery of District services, while at the same time complying with all applicable laws including California Community Services District Law (Government Code Section 61000, et seq.), regulations, operating permit requirements, and the public's expectation for openness, and fair and equitable application of authority.

3.4.2 AB 1234 (2005) Ethics Training

Pursuant to Assembly Bill 1234 (2005), Directors shall take ethics training every two years, with a requirement that they take their first training no later than a year after they start their first day of service with the District. If a Director becomes non-compliant with this requirement, the Director cannot serve on any Board committee or subcommittee until compliant. Directors shall provide proof of AB 1234 Ethics Training to the General Manager.

3.4.3 AB 1661 (2016) Sexual Harassment Prevention Training

Pursuant to Assembly Bill 1661 (2016), Directors shall take sexual harassment prevention training every two years, with a requirement that they take their first training no later than six months after they start their first day of service with the District. If a Director becomes non-compliant with this requirement, the Director cannot serve on any Board committee or subcommittee until compliant. Directors shall provide proof of AB 1661 Sexual Harassment Prevention Training to the General Manager.

4. BOARD MEMBER CODE OF ETHICS, VALUES, NORMS, AND BOARD CONDUCT

4.1 Responsibility

The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to the General Manager who can then delegate to other staff or contracts as appropriate.

4.2 Professionalism and Courtesy

Directors shall at all times conduct themselves with professionalism and courtesy to each other, to staff, and to members of the audience present at Board meetings.

The District is committed to providing excellence in legislative leadership that results in the provision of the highest quality of services to its constituents. To assist in governing the behavior between and among members of the Board of Directors, the following rules shall be observed:

1. The dignity, style, values, and opinions of each Director shall be respected.
2. Responsiveness and attentive listening in communication is encouraged.
3. The needs of the District's constituents shall be the priority of the Board of Directors.
4. Directors should commit themselves to emphasizing the positive, avoiding hidden agendas, gossip, infighting, and other negative forms of interaction.

5. Directors should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocs based on personalities rather than issues should be avoided.
6. Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, Directors should commit to supporting said action and not to create barriers to the implementation of said action.
7. The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.
8. When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible District personnel.
9. Directors should develop a working relationship with the General Manager wherein current issues, concerns and District projects can be discussed comfortably and openly.
10. Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.
11. Directors are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.

5. MEETINGS OF THE BOARD OF DIRECTORS

The LOCSB will use Rosenberg's Rules of Order for all Board of Directors and standing committee and subcommittee meetings.

5.1 Preparation

Directors shall thoroughly prepare themselves to discuss agenda items at meetings of the Board of Directors. Information or clarification may be requested from the General Manager but contact among Board members concerning District affairs (directly or indirectly), outside of the meeting context, is to be avoided as such activity may be in violation of the State of California's open meeting laws.

5.2 Exchanging Information

Information that is exchanged before meetings shall be distributed through the General Manager, and all Directors will receive all information being distributed.

5.3 Courteous Conduct

Directors shall at all times conduct themselves with courtesy and respect for each other, to staff and to members of the audience present at Board meetings. Just as is expected of all employees, Directors need to at all times conduct themselves ethically, with scrupulous regard for the highest standards of conduct and personal integrity. Directors need to conduct business in accordance with the letter, spirit, and intent of all relevant laws, and refrain from any illegal, dishonest, or unethical conduct.

5.4 Item Discussion

Directors shall defer to the President for conduct of meetings of the Board but shall be free to question and discuss items on the agenda during the meeting. All comments should be brief and confined to the matter being discussed by the Board.

5.5 Brief Comments into Minutes

Directors may request for inclusion into minutes brief comments pertinent to an agenda item only at the meeting at which the item is discussed (including, if desired, a position on abstention or dissenting vote).

5.6 Conflict of Interest

Directors shall recuse themselves and/or abstain from participating in consideration on any item involving a legally prohibited conflict of interest and shall declare the nature of the conflict to the Board and public prior to the Board's initiation of discussion on the item. Immediately after declaring such a conflict of interest, the Director shall leave the meeting room until the item in question has been heard and concluded, or tabled until a future meeting.

5.7 Prohibition Against Disclosure of Information Obtained in Closed Session

All documents prepared for and distributed in closed session, and all discussions among Board members and with authorized staff during closed sessions remain confidential pursuant to the terms of the Brown Act. [Cal. Gov. Code 54963, et al.] Likewise, what occurs in a closed session is confidential, and Board members who have participated in such a closed session may not disclose the content of any of the matters discussed. As part of their oath, all Board members have an obligation to protect the confidentiality of information received during a closed session.

5.8 Receiving and Communicating Information

Directors should practice the following procedures when seeking or communicating information:

5.8.1 Clarification

In seeking clarification on informational items, Directors may ask the General Manager to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative and policy decision-making. Director requests for information from staff should be made through the General Manager.

5.8.2 Complaints

If a Director receives a complaint from a resident of property owner, the complaint should be referred directly to the General Manager. If the complaint is directed at the General Manager or one of the Directors, then the complaint shall be referred to the Board President for appropriate action.

5.8.3 Policy

In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the General Manager. As needed, the General Manager will engage Legal Counsel.

5.8.4 Staff Notes

Staff notes or other general information that is exchanged before the meetings shall be distributed through the General Manager and all Directors will receive all information being distributed.

5.9 Safety

Emergency situations should be dealt with immediately by seeking appropriate assistance from the appropriate emergency responder, up to and including fire or sheriff. In handling items related to safety, concerns for safety or hazards should be reported to the General Manager or to the District office, as appropriate.

5.10 Guidelines for Receiving Public Comments at Board Meetings

The Board and staff welcome information on issues and matters within the District's geographical and subject matter jurisdiction. Comments and submittals should be:

- Concise, nondisruptive, and respectful.
- Factual to the best of the speaker's knowledge.
- Related to District business.
- Specific to enable the Board to be fully informed and take the appropriate action.

5.11 Agenda Item Discussions Procedure

The President will:

- a) Announce the Agenda Item.
- b) Upon request from the President, staff may provide a report and any associated recommended actions to be considered by the Board of Directors.
- c) Directors may provide preliminary comments and ask questions of staff.
- d) Members of the public will be recognized by the President and asked to present their comments on action items. All public comment shall be directed to the Board of Directors, not the audience in attendance, staff, or other presenters.
- e) The President may close the item, if it involves a formal public hearing, or may close public comments, and bring the issue back to the Board of Directors for final discussion and possible action.

5.12 Speaker Request and Attendance Cards

Persons wishing to speak on any Agenda Item are asked to complete a Speaker Request Card (Public Comment / Speaker Request Slip) and give it to the Board Secretary or Clerk of the Board prior to the meeting.

- a) A completed attendance card is voluntary. However, the Board would appreciate Speaker Request Cards from all people wishing to speak in order to produce accurate Minutes of the meeting and to provide follow-up responses as necessary.
- b) When an Agenda Item is of interest to a member of the public, the President will call upon those that have submitted a Speaker Request Card. Others may be called upon to speak at the discretion of the President, including those participating by electronic means.
- c) Should the Board of Directors choose to allow remote attendance and public comment, those wishing to speak shall use the tools directed by the President. Tools may include the use of the "Raised Hand" in Zoom or Microsoft Teams applications. Remote attendees are asked to:
 - i. Unmute their microphone only when they are called to provide public comment.
 - ii. State their name for the record.
 - iii. Speak clearly and at a volume that will allow others to hear them.
 - iv. Mute their microphone when their allotted time or commentary is completed.

5.13 Written Public Comment

- a) All interested parties may speak at a Board Meeting. Individuals providing written commentary may be requested to orally summarize their written submittals.
- b) Written comments should be submitted to the General Manager no less than twenty-four (24) hours prior to the start of an upcoming Board Meeting to allow the Board and staff sufficient time to distribute, read, and prepare responses to the comments prior to possible Board action on an Agenda Item. As a general rule, written comments will be included in the minutes. Written comments received after the deadline may not be provided to Directors prior to the upcoming meeting nor included in the minutes.

5.14 Oral Public Comment

- a) All comments will be addressed to the Board.
- b) Oral comments will typically be limited to three (3) minutes or less and must be relevant to the Agenda Item, or in the case of general public comment, relevant to subject matter jurisdiction of the District.
- c) If significant public comment is anticipated, the President may limit the total time allocated for public comment on any item as they deem appropriate.
- d) At the sole discretion of the President, public comment may be limited on any single item.
- e) A timer may be used and speakers are expected to honor the time limits.
- f) Oral comments should not be argumentative in nature or tone.
- g) One person will have the floor at any one time, though the Board President retains the power to control the meeting at all times.
- h) Cross-talking is discouraged by those attending the Board Meeting.
- i) After obtaining permission from the President, Directors may ask a question(s) of the speaker for clarification or to expand upon a point made, which shall not impact the speaker's allotted time.

5.15 Director Response to Correspondence

Board members may respond individually to correspondence addressed to the whole Board but must make it explicitly clear in all correspondence that they are speaking for themselves only and are not representing the whole of the Board.

5.16 Public Address to Board Members (General Public Comment)

A portion of each agenda for each regular or regular adjourned meeting shall provide an opportunity for members of the public to directly address the Board members on items of interest to the public that are within the subject matter jurisdiction of the Board of Directors, but which are not agendaized for action by the Board. The public may request future Board agenda items during this portion of the agenda. The public is asked to follow all guidelines for public comment in addressing the Board.

5.17 Director Comments

Each Board Meeting agenda shall include a time allocated for Director Comments. This affords an opportunity for each Director to present information within the District's subject matter jurisdiction to the Board that they have acquired, which would be of interest to the entire Board.

5.17.1 Excluded Content

The following are not appropriate for inclusion in Director Comments:

- a) Confidential information.

- b) Subjects appropriate for Closed Session, and comments revealing the content of Closed Sessions.
- c) Charges or complaints against a District Employee.
- d) Personal or slanderous remarks.
- e) Requests for Board of Director action, excluding requests to add an item to a future agenda.

5.18 Request for Agenda Items from Directors Outside of Board Meetings

In addition to requesting future agenda items during the Director's Comment period, any Director may call or email the General Manager, or in the absence of a General Manager the Board President, and request that any item be placed on the draft agenda no later than 4:00 o'clock p.m. ten (10) calendar days prior the next scheduled Board meeting.

5.18.1 Written Request

Any agenda request must be in writing or any other form of written electronic correspondence, and include supporting documents and information, if applicable. All materials relating to the request must be delivered by the deadline.

5.18.2 Agenda Request Acceptance

The Board President shall be the sole judge of whether an agenda item request is or is not a "matter directly related to District business." This decision may be appealed to the full Board of Directors at the next regularly scheduled meeting

5.19 Discussion During Staff or Director Comments

Since Director and Staff Comments are not agendized for action or deliberation, no public input or Board discussion of comments will be allowed nor will any action be taken.

6. BOARD MEETING CONDUCT

The President shall conduct meetings of the Board of Directors in an orderly and respectful manner, as prescribed within these Bylaws in a manner that is consistent with the policies of the District.

6.1 Rosenberg's Rules of Order

The LOCSD uses Rosenberg's Rules of Order for all Board of Director and standing committee and subcommittee meetings.

6.2 Conduct Objective

The conduct of meetings shall, to the fullest possible extent, enable Directors to consider problems to be solved, weigh evidence related thereto, and make well informed decisions intended to solve the problems; and to receive, consider and take any needed action with respect to District operations.

6.3 Quorum and Majority

Action can only be taken by the vote of the majority of the Board of Directors. Three (3) Directors represent a quorum for the conduct of business. Actions taken at a meeting where only a minimum quorum is present, therefore, require all three (3) votes to be effective. The Board of Directors shall act only by ordinance, resolution, or motion.

6.4 Abstentions

When a Director abstains in a vote, the Director shall be considered to be absent. The abstention will be recorded as an abstention, which has the same effect as a "NO" vote. Thus, if only three (3) Directors are present and one (1) abstains, then no action can be taken on the item because a "Majority of the Board" did not vote "YES."

6.5 Staff Direction

The Board may give directions to the General Manager that are not formal action and do not exceed the scope of their authority. Such directions include the Board's directives and instructions to the General Manager (or their acting counterparts). The President shall determine by consensus a Board directive and shall state it for clarification. Should any two Directors challenge the statement of the President, a voice vote may be requested. A formal motion may be made to place a disputed directive on a future agenda for Board consideration, or to take some other action (such as to refer the matter to the General Manager for review and recommendation, etc.).

6.6 Respect for Schedule

All Board meetings shall commence at the time stated on the agenda and shall be guided by the desire to complete the Board's business within a reasonable period of time either by intent or by time allotted.

6.6.1 Recess

Schedule notwithstanding, the President may declare a short recess, or recesses, during any meeting.

6.7 Meeting Table

Only Directors, the District's legal counsel, the District's General Manager, and authorized staff members shall be seated at the meeting table. At the permission or direction of the President, others who are presenting during a Board meeting may also be temporarily seated at the meeting table.

6.8 Public Input

Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies within the jurisdiction of the Board of Directors, shall be as follows:

6.8.1 Time Limits

The President, unless a majority of the Board objects, may allot a maximum amount of time for each speaker and a maximum amount of time to each subject matter. If no such time limit was or is specified prior to the commencement of a speaker's presentation or the discussion of an agenda item, the President may intervene at any time to impose a reasonable time limit for concluding the presentation or discussion. The standard allotment shall be three (3) minutes per speaker per item.

6.8.2 Actions Taken

No action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by section on Board Agenda Actions or by §54954.2 of the Government Code.

6.8.3 Disruptive Conduct

No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the President, of that person's privilege of address to the Board and immediate ejection from the meeting.

6.9 Decorum

The President shall take whatever actions are necessary and appropriate to preserve order and decorum during board meetings, including public hearings. The President may call a recess. In some circumstances where a person becomes disruptive, the President may eject any person or persons refusing to abide by a lawful request from the President, or otherwise disrupting the meeting or hearing.

6.9.1 Willful Disruption, Disturbances or Interruptions

Willful disruption, disturbances, or interruptions (hereafter disruption) of any of the meetings of the Board of Directors shall not be permitted. If the President finds that there is in fact willful disruption of any meeting of the Board, the President may order the room cleared and subsequently conduct the Board's business without the audience present.

6.9.2 Use of Law Enforcement at Meetings

The Board, by majority opinion, may direct the use of law enforcement to ensure the safety and well-being of all present at Board meetings. Use of law enforcement at Board of Director meetings will be considered appropriate by majority opinion of the Board members if repeated orders by the President to clear the room are not adhered to or if, in the opinion of the Board, one or more individuals attending the meeting are physical threatened or abused.

6.9.3 Continuation of Business

In the event that the room has been cleared for willful disruption, only matters appearing on the agenda may be considered in such a session.

6.9.4 Re-admittance

After clearing the room, the President should and may permit those persons who, in their sole opinion, were not responsible for the willful disruption to re-enter the meeting room before any further business is conducted.

6.9.5 Media

Duly accredited representatives of the news media, whom the President finds not to have participated in the disruption, shall be admitted to the remainder of the meeting.

7. RELATIONSHIP MANAGEMENT

Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

7.1 Team Effort

The smooth operation of the District is a team effort. All individuals should try to work together in the collaborative process, assisting each other in conducting the affairs of the District. The Board of Directors functions collectively, not as individuals. Unless the Board, by formal action, delegates responsibility to one or more individual Board members, no Director has the legal

capacity or authority to act on behalf of the District. It is extremely important that all individual Directors respect this method of functioning as a Director, and in no way act or attempt to act unilaterally on behalf of the Board of Directors or the District.

7.3 Direct Access to Staff During Working Hours

Direct access to staff by Directors is only authorized after an appointment is made through the General Manager, in advance, with a staff member at an appropriate time as determined by the General Manager. The General Manager may also be present at such appointment if he/she so desires. When approached by District personnel concerning specific District policy, Directors should direct inquiries to the General Manager, as any other action would be considered outside the scope of a Director's responsibility and authority. The chain of command should be followed.

7.4 Monitoring Progress

Directors are responsible for monitoring the District's progress in meeting performance standards and attaining its goals and objectives, while pursuing its mission, and are responsible for issuing clear direction to the General Manager for all necessary course corrections required to meet such goals and objectives.

8. PROCUREMENT OF GOODS AND SERVICES

8.1 Procurement Authority

Procurement Authority shall be exercised and performed by the Board of Directors through the approval of warrants (invoices) presented to the Board. This authority includes both the authority to approve procurements and the authority to commit the District to procurements. The Board of Directors may delegate certain authorities to the District's President, Vice President, management and/or staff. These delegated authorities shall be exercised and performed in accordance with applicable federal, state, and local laws and the policies contained herein.

8.2 Procurement of Goods, Professional Services and Non-Professional Services

The District will maintain a Resolution describing processes and authorized amounts for normal purchases. As of January 10, 2024, Resolution 19-06 (adopted October 9, 2019) will serve as the Resolution of record.

8.2.1 Amendments / Change Orders / Revisions

Material changes to a contract document require written authorization. Approval and execution are subject to the thresholds established above and based on the final value of the contract document after the change is incorporated.

8.2.2 Leasing of Goods

Leasing of goods is subject to the same requirements established for the procurement of goods.

8.2.3 Public Works

The procurement of goods and services for the construction of public works shall be governed by California Public Contract Code sections 20640 et seq. The District may use established lists of qualified vendors and contractors developed by the County of Santa Barbara in-lieu of requests for proposal and/or request for quote processes where applicable.

8.3 Emergency Purchases and Services

In the event of an emergency, the General Manager may make immediate purchases of goods and services pursuant to California Public Contract Code section 20640 et seq. Emergency purchases include any purchase required to prevent imminent danger or to prevent or mitigate the loss or impairment of life, health, property, or essential public services. Every effort shall be made to obtain advance approvals or to obtain approvals as soon as possible following the purchase. Such purchases will be subject to subsequent consideration and ratification by the Board of Directors.

8.4 Procurement of Goods and Services

When expenditures are made for the procurement of goods and services, staff will use its best efforts to conform to an informal solicitation process and shall not exceed \$2,500 (two thousand five hundred dollars). Any expenditure for these types of purchases will be brought to the Board of Directors at the next regularly scheduled Board meeting for consideration and ratification.

DRAFT

ITEM 14B – GENERAL MANAGER REPORTS

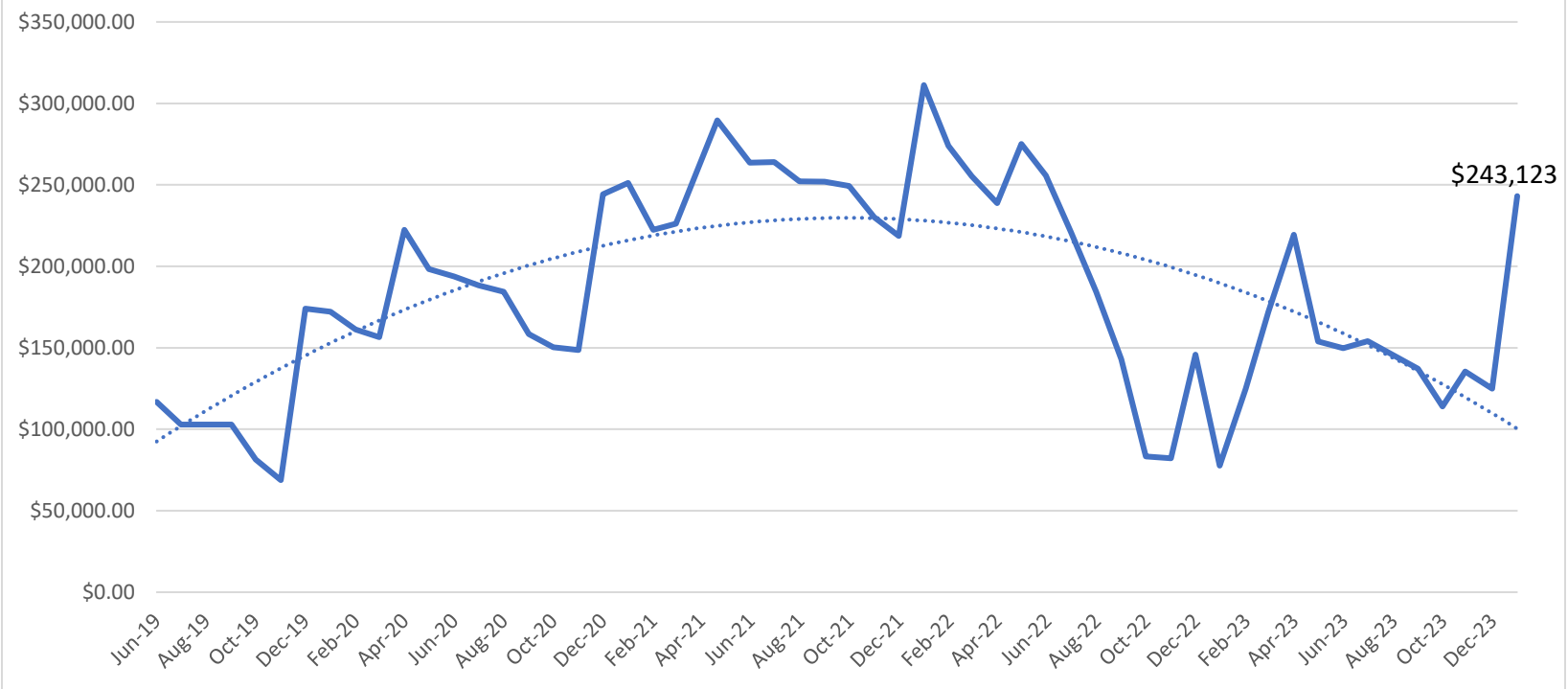
GENERAL MANAGER REPORTS

Summary Project Status Report

Audit (Moss, Levy & Hartzheim)	Budget:		Schedule:	
Waiting for bills from M, L & H – work complete Performed initial outreach to MLH for 2023 Audit effort				
REGEN – 30% Hybrid Collection Engineering Design	Budget:		Schedule:	
Check-in meetings with REGEN continue, planning on February regular meeting for 15% deliverable				
Groundwater Monitoring Wells	Budget:		Schedule:	
<ul style="list-style-type: none"> • Working on BC2 contracts (mailed in December). • Encroachment permits submitted to County in December. • Initial outreach to three parcels closest to wells completed – spoke with two residents, left information for third. • Continue to provide monthly status reports to CCRWQCB. 				

Other:

Los Olivos CSD Cash Balance History



Cash Balances

As of: 12/31/2023
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund	12/1/2023 Beginning Balance	Month-To-Date Cash Receipts (+)	Month-To-Date Treasury Credits (+)	Month-To-Date Warrants and Wire Transfers (-)	Month-To-Date Treasury Debits (-)	12/31/2023 Ending Balance
3490 -- Los Olivos CSD	124,853.91	0.00	139,994.32	0.00	21,725.44	243,122.79
Total Report	124,853.91	0.00	139,994.32	0.00	21,725.44	243,122.79

Financial Status

As of: 12/31/2023 (50% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Revenues				
Taxes				
3066 -- Special Tax Assessment	227,650.00	139,987.82	-87,662.18	61.49 %
Taxes	227,650.00	139,987.82	-87,662.18	61.49 %
Use of Money and Property				
3380 -- Interest Income	744.00	759.59	15.59	102.10 %
Use of Money and Property	744.00	759.59	15.59	102.10 %
Intergovernmental Revenue-Other				
4840 -- Other Governmental Agencies	0.00	30,000.00	30,000.00	--
Intergovernmental Revenue-Other	0.00	30,000.00	30,000.00	--
Revenues	228,394.00	170,747.41	-57,646.59	74.76 %
Expenditures				
Services and Supplies				
7090 -- Insurance	2,934.00	2,932.81	1.19	99.96 %
7324 -- Audit and Accounting Fees	2,500.00	425.50	2,074.50	17.02 %
7430 -- Memberships	1,300.00	1,244.00	56.00	95.69 %
7460 -- Professional & Special Service	78,886.00	16,422.59	62,463.41	20.82 %
7508 -- Legal Fees	45,529.00	15,040.76	30,488.24	33.04 %
7510 -- Contractual Services	98,643.00	45,779.07	52,863.93	46.41 %
7530 -- Publications & Legal Notices	1,750.00	0.00	1,750.00	0.00 %
7671 -- Special Projects	0.00	573.64	-573.64	--
Services and Supplies	231,542.00	82,418.37	149,123.63	35.60 %
Expenditures	231,542.00	82,418.37	149,123.63	35.60 %

Financial Status

As of: 12/31/2023 (50% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Changes to Fund Balances				
Decrease to Residual Fund Balance				
9601 -- Residual Fund Balance-Inc/Dec	3,148.00	0.00	-3,148.00	0.00 %
Decrease to Residual Fund Balance	3,148.00	0.00	-3,148.00	0.00 %
Changes to Fund Balances	3,148.00	0.00	-3,148.00	0.00 %
Los Olivos CSD	0.00	88,329.04	88,329.04	--
Net Financial Impact	0.00	88,329.04	88,329.04	--

General Ledger Trial Balance

As of: 12/31/2023
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 12/31/2023
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	154,050.07	175,565.94	86,493.22	243,122.79
0240 -- Interest Receivable	743.68	759.59	1,503.27	0.00
Total Assets	154,793.75	176,325.53	87,996.49	243,122.79
Total Assets & Other Debits	154,793.75	176,325.53	87,996.49	243,122.79
Liabilities, Equity & Other Credits				
Liabilities				
1010 -- Warrants Payable	0.00	2,296.00	2,296.00	0.00
1015 -- EFT Payable	0.00	79,403.23	79,403.23	0.00
1210 -- Accounts Payable	0.00	81,699.23	81,699.23	0.00
1730 -- Unidentified Deposits	0.00	30,000.00	30,000.00	0.00
Total Liabilities	0.00	193,398.46	193,398.46	0.00
Equity				
2200 -- Fund Balance-Residual	-154,793.75	0.00	0.00	-154,793.75
2410 -- Est Revenues/Oth Fin Src	0.00	231,542.00	0.00	231,542.00
2510 -- Appropriations/Oth Fin Use	0.00	0.00	231,542.00	-231,542.00
2710 -- Revenues/Other Fin Sources	0.00	4,074.85	174,822.26	-170,747.41
2810 -- Expenditures/Other Fin Uses	0.00	82,418.37	0.00	82,418.37
Total Equity	-154,793.75	318,035.22	406,364.26	-243,122.79
Total Liabilities, Equity & Other Credits	-154,793.75	511,433.68	599,762.72	-243,122.79
Total Los Olivos CSD	0.00	687,759.21	687,759.21	0.00