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



## LOS OLIVOS COMMUNITY SERVICES DISTRICT FINANCE SUBCOMMITTEE MEETING January 5, 2024 – 8:30 AM St Mark's in the Valley Episcopal Church 2901 Nojoqui Ave, Los Olivos CA 93441 Please observe decorum and instructions from the Subcommittee Chair

Posted: 1-2-2024

Finance Committee: Vice President Julie Kennedy (Chair), Director Lisa Palmer, and General Manager Guy Savage

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

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

Zoom:	https://us06web.zoom.us/j/81937	722522?pwd=SWpSU0RYZFljZTBL	NGphZG41TGs4dz09
By Phone:	+1 669 900 6833 US (San Jose)	Meeting ID: 819 3772 2522	Passcode: 914085
One tap mobile:	+14086380968,,81937722522#,,,,*	914085# US (San Jose)	

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

#### **MEETING AGENDA**

#### CALL TO ORDER 1.

#### 2. ROLL CALL

#### **PUBLIC COMMENTS** 3.

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

#### **ADMINISTRATIVE ITEMS:**

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

#### 4. CONSENT AGENDA

#### A. MINUTES APPROVAL

Approval of the minutes from December 11, 2023.

#### BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item.

#### 5. INVOICE REVIEW AND RECOMMENDATION

The Subcommittee will review and recommend to the full Board of Directors' payment of those unpaid invoices that were received on or before December 31, 2023.

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

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

#### 6. BUDGET REPORTS

The General Manager will review the most recent budget reports (attached) and comment on changes to financial systems.

#### **INFORMATIONAL ITEMS:**

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

#### 7. SUBCOMMITTEE MEMBER COMMENTS

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

#### 8. ADJOURNMENT

# **ITEM 4 - MINUTES**

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



# LOS OLIVOS COMMUNITY SERVICES DISTRICT FINANCE SUBCOMMITTEE MEETING December 11, 2023 - 8:30 AM St Mark's in the Valley Episcopal Church 2901 Nojoqui Ave, Los Olivos CA 93441 Please observe decorum and instructions from the Subcommittee Chair

Posted: 12-7-2023

4 of 24

Finance Committee: Vice President Julie Kennedy (Chair), Director Lisa Palmer, and General Manager Guy Savage

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

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

Zoom:	https://us06web.zoom.us/j/81937	722522?pwd=SWpSU0RYZFljZTBL	NGphZG41TGs4dz09
By Phone:	+1 669 900 6833 US (San Jose)	Meeting ID: 819 3772 2522	Passcode: 914085
One tap mobile:	+14086380968,,81937722522#,,,,*	914085# US (San Jose)	

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#### **MEETING AGENDA**

#### 1. CALL TO ORDER

#### Chair Kennedy calls the meeting to order at 8:31 AM.

The meeting start was delayed due to an on-going power outage in the general area of Los Olivos.

#### 2. ROLL CALL

Present: Chair Kennedy, Director Palmer, GM Savage Absent: None

#### 3. PUBLIC COMMENTS

Members of the public may address the Committee on any items of interest within the subject matter and jurisdiction of the Committee 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 3 minutes. Due to the requirements of the Ralph M. Brown Act, the District cannot take action today on any matter not on the agenda, but a matter raised during Public Comments may be referred to District staff for discussion and possible action at a future meeting. Chair Kennedy opens the floor to public comment.

No public commenters.

#### **ADMINISTRATIVE ITEMS:**

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Subcommittee. Matters listed on the Administrative Agenda will be read only on the request of a member of the Subcommittee, in which event the matter may be removed from the Administrative Agenda and considered as a separate item. A single public comment period will be heard for all the matters on the Administrative Agenda.

#### APPROVAL OF MEETING MINUTES 4.

Finance Subcommittee (Committee) Meeting minutes of November 9, 2023.

Chair Kennedy opens the floor to public comment. No comments.

Motion to approve minutes of November 9, 2023. Motion by: Director Palmer, Second: Chair Kennedy Voice vote: 3-0

#### **BUSINESS ITEMS:**

All matters listed hereunder will be acted upon separately and public comment will be held for each item.

#### 5. INVOICE REVIEW AND RECOMMENDATION

The Subcommittee will review and recommend to the full Board of Directors' payment of those unpaid invoices that were received on or before December 1, 2023.

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	Remaining
		(inc. above)	Authorization
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
30% Hybrid Design	REGEN, LLC.	\$ 14,406.59	\$60,593.41

GM Savage provides a brief introduction to the invoices being reviewed. He notes that this month includes the first billing from REGEN, LLC. Director Palmer asks about the A&W legal bills and "conflict" conversations. GM Savage responds it was related to use of REGEN and concerns about their on-going involvement.

#### Chair Kennedy opens the floor to public comment.

Public Comment: None

#### Motion to recommend payment of invoices 1-5, as presented. Motion by: Director Palmer, Second: Chair Kennedy Voice vote: 3-0

Director Kennedy comments that Moss, Levy & Hartzheim has not billed us yet and we are about to reach out to them to engage for a new year.

#### 6. BUDGET REPORTS

The General Manager will review the most recent budget reports (attached) and comment on changes to financial systems.

GM Savage provides a brief introduction to the recent budget reports. As part of his commentary, GM Savage notes that the County has delayed its Workday implementation.

Director Palmer asks about the WRF grant. GM Savage responds that from his emails with the State, he believes all documents have been submitted. He says he will reach out to the CCRWQCB to see if they know anything about the timing of the grant funds.

Director Palmer asks about the groundwater monitoring wells and financing. GM Savage responds that District cash-flows should be fine.

Chair Kennedy opens the floor to public comment.

#### **INFORMATIONAL ITEMS:**

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

#### 7. SUBCOMMITTEE MEMBER COMMENTS

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

Director Palmer: None. GM Savage: None. Chair Kennedy: None.

#### ADJOURNMENT 8.

Motion to adjourn at 8:41 AM. Motion by: Director Palmer, Second: Chair Kennedy Voice vote 3-0

Respectfully submitted:

le

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

Approved:

Chair Julie Kennedy

# **ITEM 5 - INVOICE PAYMENT**



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

- -- -- -

Main: 805 692 6921

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- > 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

TASK01

- 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

**District Management** 

Professional Pers	sonnel					
			Hours	Rate	Amount	
Administrative Sup	port					
Project Coordi	nator		5.75	105.00	603.75	
Project Manageme	nt					
District Engine	er		7.00	185.00	1,295.00	
	Totals		12.75		1,898.75	
	Total Labo	r				1,898.75
Reimbursable Ex	penses					
Pike, Douglas						
3/1/2022	Pike, Dougl	as	SANTA MARIA TIM	1ES	231.00	
3/22/2022	Pike, Dougl	as	SANTA MARIA TIM	1ES	231.00	
	Total Rein	nbursables		1.15 times	462.00	531.30
				Level 2 Su	btotal	\$2,430.05
Level 2		Engineering Tasl	ks			

Project	LOCSD.180392.00	District Support Services	5		Invoice	84819
Professio	nal Personnel					
			Hours	Rate	Amount	
Project Ma	nagement					
Distric	t Engineer		1.00	185.00	185.00	
	Totals		1.00		185.00	
	Total Labor					185.00
				Level 2 Su	ubtotal	\$185.00
			Cur	rent Invoice A	mount	\$2,615.05
Outstand	ing Invoices					
	Number	Date	Balance			
	84600	10/24/2023	1,488.75			
	Total	1	,488.75			

Project LOCSD.180392.00 District Support Services Invoice	84819
Billing Backup Tuesday, Noven	ıber 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 MeetingPike, Douglas10/24/20233.00185.00555.00	
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)	

Project	LOCSD.180392.00	District Support Services		Invoice	84819	
	Connection to Solvan	g's Regional WWTP docum	entation to	Tom		
	Fayram					
	Totals		1.00	185.00		
	Total Labor				185.00	
				Level 2 Subtotal	\$185.00	
				Project Total	\$2,615.05	
			٦	fotal this Report	\$2,615.05	



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 Plan Set Initial Drafting Project Basis of Design Options Rubric Development	24 20 10 4	2	50.00 70.00 50.00 50.00		6,000.00 1,400.00 2,500.00 1,000.00
			Tota	al	\$10,900.00
		-	Pay	ments/Credits	\$0.00
		_	Bala	ance Due	\$10,900.00
		Γ	Job	Total Balance	\$10,900.00



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- > LAND SURVEYING

December 21, 2023 Project No: LOCSD.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	LOCSD.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 Co	oordinator		4.25	105.00	446.25	
Project Manag	jement					
District Er	ngineer		2.00	185.00	370.00	
	Totals		6.25		816.25	
	Total Lab	or				816.25
				Level 2 Su	ubtotal	\$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 Servic	es		Invoice	85048	
Developme	ent Review (Plan/Map Che	cking)					
Senior	Project Engineer		.75	180.00	135.00		
	Totals		2.75		505.00		
	Total Labor					505.00	
				Level 2 Su	btotal	\$505.00	
			Cur	rent Invoice Aı	mount	\$1,321.25	
Outstand	ing Invoices						
	Number	Date	Balance				
	84819	11/21/2023	2,615.05				
	Total		2,615.05				

Project LOCSD.180392.00	District Support Servi	ces		Invoice	85048
Billing Backup				Thursday, Decen	nber 21, 2023
MNS Engineers, Inc.	Invoic	e 85048 Dated	12/21/2023		10:02:33 AM
Project LOCSD.180392	.00 District Support	t 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	
	Ipdate Budget Tracking			262 50	
Zepeda, Mary	11/21/2023	2.50	105.00	262.50	
FIN; Update Budget	, MNS and SDRMA Invo Tracking Log	pices for payr	nent via		
Zepeda, Mary	11/22/2023	1.50	105.00	157.50	
Create and Process	Single Payment Claims s for DP; Update Budge				
Project Management					
District Engineer					
Pike, Douglas	11/14/2023	2.00	185.00	370.00	
Field Meeting with C Technical Committe	Guy re: Potential Testin e Meeting	g well locatio	ins,		
Totals		6.25		816.25	
Total Labor					816.25
			Level 2 S	ubtotal	\$816.25
Level 2 TASK02	Engineering Tasks				
Professional Personnel			Data	<b>A A</b>	
Ducient Management		Hours	Rate	Amount	
Project Management District Engineer					
Pike, Douglas	11/15/2023	.50	185.00	92.50	
	AS to Tristian Bounds,			92.30	
update, Grant Invoid		,			
Pike, Douglas	11/17/2023	1.00	185.00	185.00	
	r Reimbursement unde er Board.	r the WRF G	rant and		
Pike, Douglas	11/20/2023	.50	185.00	92.50	
GSI Meeting re: nev Development Review (Plan/Map Che	•				
Senior Project Engineer	5,				
	11/15/2023	.75	180.00	135.00	
Mak, Gabriella					
Mak, Gabriella Revised exhibit					
•		2.75		505.00	
Revised exhibit		2.75		505.00	505.00
Revised exhibit Totals		2.75	Level 2 S		505.00 \$505.00
Totals		2.75			

# 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.

Smy ll Sy-

Email: <u>GM.LOCSD@gmail.com</u> Page **1** of **1** 

	Description	House	Grant	Dote		Amount		Amount Grant
1 Dec	Description	Hours	Reimbursable	Rate		Amount 173.31	ć	Reimbursable
1-Dec	c Administrative items, meeting setup, Board training reminders, SDRMA	1.25	\$	138.65		242.63		
4 Doc	State of the District presentation development	1.75 2.5	\$	138.65 138.65	\$ ¢	346.61	-	
4-Det	c State of the District presentation development	2.5			ې \$	138.65		
	Website updates, finances, meeting scheduling WRF Grant	0.25	\$		\$ \$	34.66		
	ADU research	0.23	\$		ې \$	69.32		
	Finance Subcommittee agenda and post	0.75	\$	138.65		103.98	-	
		0.75	\$	138.65	ې \$	34.66		
E Doc	Technical Subcommittee agenda	0.23	\$	138.65	· ·	415.94		
	c City of Solvang meeting	1	\$	138.65	ې \$	138.65		
0-Dec	November Regular meeting minutes	0.5	\$	138.65	<u> </u>	69.32		
7 Doc		0.5	\$		ې \$	69.32		
7-Dec	Brevo technical support	0.25	\$	138.65	· ·	34.66		
	NV5 discussion				\$ \$	69.32		
	Technical Subcommittee agenda and post	0.5	\$		<u> </u>			
	City of Solvang letter - tech committee / related research	2	\$	138.65		277.29		
	Regular agenda, resolution	0.75	\$	138.65	\$	103.98	\$	
	Finance Subcommittee agenda and post	0.25	\$	138.65		34.66		
	Grants subcommittee work - WFX resolution, State grant contacts and	1.25	\$	138.65	\$	173.31		
	Bylaws	2	\$	138.65	\$	277.29	\$	
	Drilling coordination, GSI discussion, emails to CCRWQCB		0.5 \$	138.65	\$	-	\$	69
8-Dec	Bylaws	1.75	\$	138.65		242.63		
	State of the District video mailing	0.25	\$		\$	34.66		
	Regular agenda	0.25	\$	138.65		34.66		
	c Regular agenda - finalize attachments, and post on web and at PO	0.75	\$	138.65	\$	103.98		
11-Dec	c Finance Subcommittee	0.5	\$	138.65		69.32		
	Technical Subcommittee	1.25	\$	138.65	\$	173.31		
12-Dec	c Finance and Technical video and post	0.5	\$		\$	69.32		
	Finance and Technical Subcommittee minutes	0.5	\$	138.65	\$	69.32		
13-Dec	c Regular Meeting		\$	138.65	\$	-	\$	
	Prior Finance and Technical meeting minutes - scan and post	0.25	\$	138.65	\$	34.66	\$	
14-Dec	c Regular Meeting minutes	0.5	\$	138.65	\$	69.32	\$	
	Agendas for Project Management and Grants Subcommittees, and post	1	\$	138.65	\$	138.65	\$	
	Website updates, constituent responds	0.75	\$	138.65	\$	103.98	\$	
	CCRWQCB well udpate memo		0.75 \$	138.65	\$	-	\$	103
	Effluent sewer follow up - 25' setback	0.25	\$	138.65	\$	34.66	\$	
18-Dec	Meeting with Fayram	0.5	\$	138.65	\$	69.32	\$	
	Encroachment permits, resident visits and Q/A		4.5 \$	138.65	\$	-	\$	623
	PM and Grants packets and post	1.25	\$	138.65	\$	173.31	\$	
	Grants meeting work	0.5	\$	138.65	\$	69.32	\$	
	Website updates, regular meeting schedule	0.25	\$	138.65	\$	34.66	\$	
19-Dec	Drilling coordination		0.25 \$	138.65	\$	-	\$	3
20-Dec	BC2 contract, prevailing wage documents		1.75 \$	138.65	\$	-	\$	242
	Website updates	0.25	\$	138.65	\$	34.66	\$	
	Meeting scheduling, MBR visit coordination	0.25	\$	138.65	\$	34.66	\$	
22-Dec	c Grants meeting	1		138.65	-	138.65		
	PM meeting	1.25	\$	138.65		173.31		
23-Dec	c Grants meeting work, St. Mark's room request for January subcommitt	0.5	\$	138.65		69.32		
	c Grant proposal development, Carbajal office outreach	1.25	\$	138.65		173.31		
	c Grants and PM minutes, video and post	1.75	\$	138.65		242.63		
	c Grants and PM agendas for January meetings	0.5	\$	138.65		69.32		
20 000	BC2 contract	0.5	0.25 \$	138.65		-	\$	3
	SDRMA renewal questionairre follow up	0.25	0.23 \$ \$	138.65		- 34.66		5
20-00	· · · ·	2.5		138.65		346.61	· ·	
23-060	c Avila Beach MBR visit (inc. travel time) Grants - Carbajal office follow up	0.25		138.65		346.61		
		0.25	\$	138.65		34.00	\$ \$	
			\$	138.65		-	ې \$	
			\$			-	\$ \$	
	Totals			138.65		- 5,684.45		1,109
	Totals	41	8		\$	E COA AE	\$	1 100



### 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.

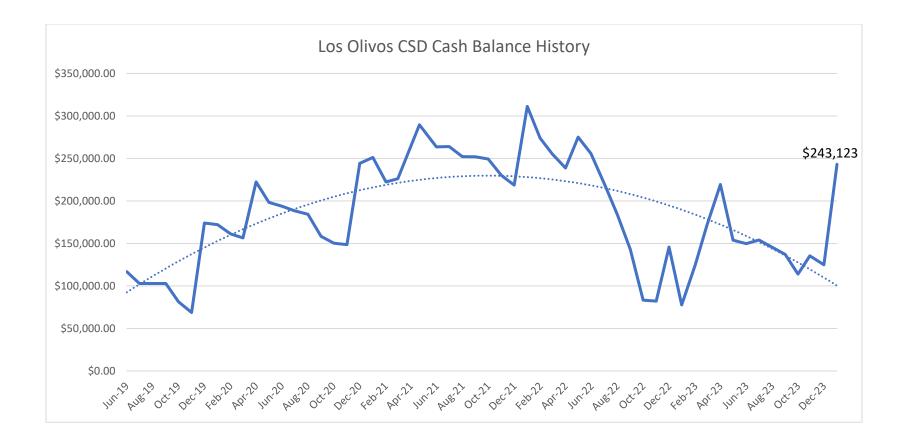
2. As many hours as necessary to work on the groundwater monitoring wells. Keep in mind that my time (up to a total of \$2,700) will be reimbursed through the grant.

Guy

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

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# **ITEM 6 – BUDGET REPORTS**



#### 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**

#### 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**

#### 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	



#### 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	

