

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
FINANCE SUBCOMMITTEE MEETING**

Posted: 9-28-2024

October 4, 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

Finance Committee: President Julie Kennedy (Chair), Vice President 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 above locations.

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

Zoom: <https://us06web.zoom.us/j/81937722522?pwd=SWpSU0RYZFljZTBkNGphZG41TGs4dz09>
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

The Chair called the meeting to order at: 8:31 AM

2. ROLL CALL

Present: Chair Kennedy, Vice President Palmer, GM Savage

Absent: None

3. PUBLIC COMMENTS

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.

Chair Kennedy opened the floor for public comment.

No requests to speak.

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 September 6, 2024.

The Chair opened the floor for public comment.

No requests to speak.

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

losolivoscsd@gmail.com, www.losolivoscsd.com

Motion to approve the minutes from September 6, 2024.

Motion by: VP Palmer, Second: GM Savage

Voice vote: 2-0, Chair Kennedy abstaining

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 September 28, 2024.

No.	Invoice Date	Invoice #	Provider	Amount
1	9/12/2024	89707	A&W – Legal Services	\$ 1,938.00
2	8/31/2024	9919	WSC – City of Solvang Connection Engineering	\$ 8,409.75
3	9/3/2024	24040	REGEN – Collection Workshop	\$ 2,500.00
4	9/26/2024	20249	Savage – General Manager Services	\$ 6,020.00

Project	Vendor	To Date (inc. above)	Total Authorization
City of Solvang Connection	WSC – Treatment Infrastructure (pumps, pipes)	\$ 8,409.75	\$ 18,787.00
City of Solvang Connection	Carollo – Treatment Plant Impacts	\$ 0.00	\$ 40,240.00

The Chair opened the floor for public comment.

No requests to speak.

GM Savage introduces the item. VP Palmer asks about REGEN travel costs. She suggests we change the future contracts to make it clearer what is allowed. Subcommittee briefly discusses approaches to tighten this area up.

Motion to recommend approval to the Board, the invoices, as presented.

Motion by: VP Palmer, Second: President Kennedy

Voice vote: 3-0

6. CONSIDERATION OF A CONTRACT FOR YEAR ENDING JUNE 30, 2024 (FY 2023-24) AUDIT SERVICES FROM MOSS, LEVY, & HARTZHEIM, IN THE AMOUNT NOT TO EXCEED \$3,500 (THREE THOUSAND AND FIVE HUNDRED DOLLARS)

The Subcommittee will consider making a recommendation to the full Board of Directors regarding the proposal submitted by Moss, Levy & Hartzheim to perform audit services for the fiscal year ended June 30, 2024 (LOCSO fiscal year 2024-24).

GM Savage introduces the item, noting that this will be the last time MLH can perform an audit for the District.

The Chair opened the floor for public comment.

No requests to speak.

Motion to recommend to the full Board a contract with MLH for the Fiscal Year 2023-24 audit.

Motion by: VP Palmer, Second: President Kennedy

Voice vote: 3-0

7. BUDGET REPORTS

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

The Chair opened the floor for public comment.

No requests to speak.

GM Savage walks through the budget reports attached to the agenda, mostly touching on the funding available.

INFORMATIONAL ITEMS:

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

8. 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.

President Kennedy – Nothing

Vice President Palmer – Asks about the \$4,000,000 WRDA grant. She wonders aloud if it should be a Grants Subcommittee discussed item or another group before it is adopted.

GM Savage – Nothing

9. ADJOURNMENT

Motion to adjourn at: 8:40 AM.

Motion by: Director Palmer, Second: Chair Kennedy

Voice vote: 3-0

Respectfully submitted:



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

Approved:

President Julie Kennedy