

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

Posted: 7-8-2023

July 12, 2023, 6PM (PDT)

**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/82515801920?pwd=VHFQd1VDZUVucFZXZEVEEdVhzVjlkQT09>

By Phone:

Meeting ID: 825 1580 1920 Passcode: 378600

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

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 losolivoscscd@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

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. 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 District 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.

5. PUBLIC HEARING: CONSIDERATION OF THE PROPOSED FISCAL YEAR 2023-24 BUDGET

In keeping with Board Direction, the General Manager has developed a proposed budget for Board's consideration. The proposed budget for Fiscal Year 2023-24 (FY 2023-24) can be found online at:

<https://www.losolivoscscd.com/fy-2023-24-proposed-budget>

The Board will:

- Receive the report of the General Manager
- Open Public Hearing to receive Public Comment
- Close the Public Hearing
- Deliberate on the General Manager's Proposed Budget Recommendation
- Adopt a Budget for Fiscal Year 2023-24

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

losolivoscscd@gmail.com, www.losolivoscscd.com

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 Administrative Agenda will be read only on the request of a member of the Board, in which event the matter may be removed from the Administrative Agenda and considered as a separate item.

6. APPROVALS

A. APPROVAL OF MEETING MINUTES

Regular Meeting Minutes of June 14, 2023.

B. APPROVAL PAYMENT OF INVOICES RECEIVED BY JULY 1, 2023.

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

No.	Invoice Date	Invoice #	Provider	Amount
1.	6/21/2023	83478	MNS – Engineering Services	\$ 1,277.50
2.	7/1/2023	20236	Savage – General Manager and District Services	\$ 4,050.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,500.00	\$ 8,055.00

BUSINESS ITEMS:

7. CONSIDERATION OF RESOLUTION 23-01 - COMMITTEES

Per direction given at the June 14, 2023 regular meeting of the LOCS D Board of Directors, staff has prepared the attached resolution, Resolution 23-01, which rescinds and replaces Resolutions 18-04 and 18-05, and declares all existing committees of the LOCS D to be standing committees as defined by the Brown Act.

8. CONSIDERATION OF RESOLUTION 23-02 – SELECTION OF BOARD OFFICERS

Per direction given at the June 14, 2023 regular meeting of the LOCS D Board of Directors, staff has prepared the attached resolution, Resolution 23-02, regarding the selection of Board Officers. The resolution effectively establishes the District’s annual organizational meeting. The annual organizational meeting is the regular meeting at which the Board of Directors selects its Board Officers (President and Vice President); and appoints membership to committees. Operationally, the annual organizational meeting will generally be the first meeting of the calendar year. However, in those years that immediately follow a general election of new Board members, the organizational meeting will be the first meeting of a newly elected and seated Board of Directors.

9. CONSIDERATION OF THE SELECTION OF A DATE FOR THE AUGUST 2023 REGULAR MEETING

As was noted at the June 14, 2023 regular meeting of the Board, it does not appear the Board will have a quorum for its regular meeting on August 9, 2023. Per Board direction, GM Savage queried Board members individually for potential dates to reschedule the meeting. Based on feedback, all Board members are available August 16 and the week of August 21 (21-25) to attend a regular meeting of the Board.

As part of its actions on this item, the Board will consider cancelling the August 9, 2023 meeting and selecting a new date for an August 2023 meeting of the Board of Directors.

10. DISCUSSION OF DISTRICT BYLAWS VERSUS RULES

At the June 14, 2023 regular meeting of the Board, there was discussion about District Rules versus Bylaws. The LOCS D currently uses Rules; consequently, no Bylaws have been developed and adopted to date. During the June 14 meeting, no specific direction was provided to staff regarding the development or drafting of Bylaws. Should the Board wish to pursue the development of Bylaws, the General Manager recommends that:

1. Staff develop a draft set of Bylaws for consideration,
2. The draft Bylaws be delegated to a committee for further discussion and refinement, and development of a recommended set of Bylaws,
3. The full Board of Directors discuss and potentially adopt the committee’s recommended Bylaws.

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and public comment not received.

11. REPORTS

A. SUBCOMMITTEE REPORTS

Note: Due to actions taken at the June 14, 2023 regular meeting of the Board of Directors for the LOCSD, no subcommittees met during the period between June 14, 2023 and July 7, 2023.

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 packet for more details.

12. 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.

13. ADJOURNMENT