

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 4-3-2026

REGULAR MEETING

April 8, 2026, 6PM (Pacific)

Los Olivos Grange Hall

2374 Alamo Pintado 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 address above. The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/85195290804?pwd=rO5nrKISaewJAVMeY3MbZ7mtLlxudn.1>

By Phone:

Meeting ID: 851 9529 0804 Passcode: 473619

One tap: +14086380968,,85195290804#,,,,*473619# US (San Jose)

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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 that is not on the agenda today (Gov. Code - 54954.3). The public may also suggest 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 BRIEF 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 at 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. The public may comment on any of the items prior to any action being taken by the Board.

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Regular Meeting minutes of March 11, 2026.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE APRIL 1, 2026.

No.	Invoice Date	Invoice #	Provider	Amount
1	2/28/2026	20943	Regional Gov't Services – Communications Services	\$ 121.70
2	3/9/2026	104242	Aleshire & Wynder – Legal Services	\$ 964.00
3	3/4/2026	2026-318	Padre – Environmental Services	\$ 480.00
4	3/10/2026	93166	MNS – Engineering Services	\$ 555.00
5***	3/28/2026	202603	GWS – General Management Services	\$ 7,585.38
6***	3/31/2026	67502	Wallace Group – 30% design, 30-year lifecycle costs	\$ 47,738.75

Project	Vendor	To Date (including current invoices)	Total Authorization
Phase 1 - 90% Design / 30-year cost of ownership	Wallace Group	\$ 210,322.05	\$ 403,000.00
Environmental Review	Padre	\$ 14,085.00	\$ 57,383.00
Proposition 218 Communications	RGS	\$ 1,206.80	\$ 28,300.00

*** Note that the Wallace Group invoice and an updated invoice for General Manager Services came in after the agenda for the Finance Subcommittee was published. Therefore, only invoices 1-4, as presented, carry a recommendation from the Finance Subcommittee.

BUSINESS ITEMS:

The public may comment on any business item prior to any action being taken by the Board.

7. DISCUSSION REGARDING JUNE 3, 2026 WORKSHOP

Per direction at the March 11, 2026 Regular Meeting of the Board of Directors, the General Manager has examined Board, staff, Wallace Group, and Grange availability for the months of April, May, and June. Based on his review, June 3, 2026 has preliminarily been identified as the best date for a community workshop related to the 30% design and 30-year life cycle costing efforts (30/30) of the Wallace Group. The Wallace Group documents can be found at: <https://www.losolivoscscd.com/technical-studies-and-reports>

The draft Wallace Group 30/30 documents were reviewed by the Technical Subcommittee on April 1, 2026. Video from that conversation can be found at: <https://youtu.be/OXsEWNZ7ZwU>

General Manager's recommendation: Discuss content, confirm date and timing, and provide direction to staff as appropriate.

8. CONSIDERATION OF THE DRAFT PROPOSED FISCAL YEAR 2026-27 BUDGET AND SETTING OF BUDGET HEARING DATE

The General Manager will present his draft proposed budget for Fiscal Year 2026-27 (FY 2026-27). The District's FY 2026-27 budget will run from July 1, 2026 through June 30, 2027. As part of their deliberations, the Board may set the date and time for the FY 2026-27 Budget Hearing. In keeping with the State law, notice of the Hearing must be posted less than two weeks prior to the Hearing being held. Likely dates for the Budget Hearing include May 20, 2026 or June 10, 2026. The FY 2026-27 Proposed Budget can be found at:

<https://www.losolivoscscd.com/files/89ba80cc5/PROPOSED+Budget+FY+2026-27.pdf>

General Manager's recommendation: Discuss draft budget, provide input to staff, and set a hearing date and direct staff to publish notices as required by State law.

9. CONSIDERATION OF ASSESSMENT ENGINEERING SERVICES CONTRACTS

Per prior direction, the General Manager publicized and received responses to a Request for Proposal (RFP) process for Assessment Engineering services. As part of the RFP, the General Manager reached out to several firms he believed could submit qualified responses. In total, the District received three responses. All three were deemed by the General Manager as meeting requirements and from firms qualified to serve as Assessment Engineer for the District. The responses are attached.

General Manager's recommendation: Discuss Assessment Engineer contract and provide direction to staff as appropriate.

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10. CONSIDERATION OF THE FISCAL YEAR 2024-25 AUDIT

The District contracted with Moss, Levy, Hartzheim (MLH) to conduct an audit of District finances for fiscal year 2024-25, which ran from July 1, 2024 to June 30, 2025. The audit was scheduled for review by the Finance Subcommittee, which met on April 3, 2026. However, the audit was not received in time to complete that review or receive a recommendation from the Finance Subcommittee.

General Manager’s recommendation: Review and approve the FY 2024-25 audit and direct the President and/or General Manager to sign as appropriate, and direct the General Manager to file the finalized report and any related documents with the State of California as appropriate.

INFORMATIONAL ITEMS:

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

11. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair) – met to review the audit and proposed budget

Grants Subcommittee (Vice President Palmer Chair) – did not meet

Project Management Subcommittee (Vice President Palmer Chair) – did not meet, last met April 2025

Technical Subcommittee (Director Fayram Chair) – met to discuss Wallace Group 30/30 submittal

Prop 218 Ad hoc – met

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 the Budget Reports. See the packet for more details.

Notable upcoming meeting items:

May/June – FY 2026-27 Budget Hearing

June – Public Workshop – Wallace Group 30/30

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