

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



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

**Posted: 4-4-2023**

**April 7, 2023 – 9:00 AM**

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

**Please observe decorum and instructions from the Committee Chair**

**Finance Committee: Director Julie Kennedy, 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/81937722522?pwd=SWpSU0RYZFliZTBLNGphZG41TGs4dz09>  
 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 losolivoscscsd@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. DIRECTOR COMMENTS**

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

**4. 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.

**5. ADMINISTRATIVE AGENDA**

**A. APPROVAL OF MEETING MINUTES**

Finance Committee Meeting Minutes of March 9, 2023.

**6. BUSINESS ITEMS**

**A. Review and recommend to full Board of Directors' payment of invoices received by April 3, 2023.**

No.	Invoice Date	Invoice #	Provider	Amount
1.	1/31/2023	459	Moss, Levy & Hartzheim – Audit Services	\$ 2,500.00

2.	2/23/2023	GEN110822-44	County of Santa Barbara – Elections Services – Short Term Election	\$ 163.90
3.	2/23/2023	GEN110822-45	County of Santa Barbara – Elections Services – Full Term Election / General Election	\$ 409.74
4.	3/6/2023	74136	Aleshire & Wynder – Legal Services	\$ 3,476.00
5.	3/7/2023	876.001-24	GSI Water Solutions – Groundwater Monitoring	\$ 1,612.48
6.	3/15/2023	82597	MNS Engineering – District Engineer Services	\$ 1,931.25
7.	3/31/2023	20233	Savage – General Manager and District Services	\$ 4,050.00
8.	4/1/2023	326BDB28-0004	Streamline – Website software (annual fee)	\$ 600.00
9.	4/3/2023	151	Regen LLC – Technical Services	\$ 1,250.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Effluent Study	GSI	\$ 15,317.50	\$ 4,182.50
Effluent Study	ConfluenceES	\$ 19,421.20	\$ 1,578.80
Groundwater Monitoring	GSI	\$ 95,900.00	\$ 0.00
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,500.00	\$ 5,275.00
Technical Recommendation	REGEN	\$ 10,470.00	\$ 530.00

**B. Review Budget Reports (See Packet)**

**7. ADJOURNMENT**

**ITEM 5A - MINUTES TO APPROVE**

**MINUTES TO APPROVE**

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE MEETING

Posted: 3-6-2023

**CHANGED TO March 9, 2023 - Noon**

**March 10, 2023 – 9:00 AM**

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

Please observe decorum and instructions from the Committee Chair

Finance Committee: Director Julie Kennedy, Director Lisa Palmer, and General Manager Guy Savage

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By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 844 4625 8300 Passcode: 825604  
One tap mobile: +16699006833,,84446258300#,,,,\*825604# US (San Jose)

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## MEETING AGENDA

### 1. CALL TO ORDER

The meeting was called to order at: 12:01 PM.

### 2. ROLL CALL

Attending: Director Kennedy, Director Palmer, General Manager Savage

Absent: None

### 3. DIRECTOR COMMENTS

Directors will give reports on any meetings that they attended on behalf of the Committee and/or choose to comment on various Committee activities.

No comments.

### 4. 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 can be referred to District staff for discussion and possible action at a future meeting.

No comments.

### 5. ADMINISTRATIVE AGENDA

#### A. APPROVAL OF MEETING MINUTES

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

[losolivoscsd@gmail.com](mailto:losolivoscsd@gmail.com), [www.losolivoscsd.com](http://www.losolivoscsd.com)

Agenda Packet

Page 4 of 26

Finance Committee Meeting Minutes of February 7, 2023.

**Motion to approve the Meeting Minutes of February 7, 2023.**

**Motion by: GM Savage, Second: Director Palmer. Voice vote: (3-0) All in favor.**

## 6. BUSINESS ITEMS

### A. Review and recommend to full Board of Directors' payment of invoices received by March 3, 2023.

No.	Invoice Date	Invoice #	Provider	Amount
1.	1/18/2023	82187	MNS Invoice – Engineering and Support Services	\$ 2,302.50
2.	2/21/2023	82448	MNS Invoice – Engineering and Support Services	\$ 2,716.50
3.	2/9/2023	00876.001-23	GSI – Groundwater Monitoring Well	\$ 4,206.25
4.	2/17/2023	1228	Regen – Engineering Services	\$ 9,220.00
5.	3/1/2023	20232	Savage – General Manager services	\$ 3,847.50

Project	Vendor	To Date (inc. above)	Remaining Authorization
Effluent Study	GSI	\$ 15,317.50	\$ 4,182.50
Effluent Study	ConfluenceES	\$ 19,421.20	\$ 1,578.80
Groundwater Monitoring	GSI	\$ 94,287.52	\$ 1,612.48
Audit	Moss, Levy & Hartzheim, LLP	\$ 0	\$ 7,775.00
Technical Recommendation	REGEN	\$ 9,220.00	\$ 1,680.00

Director Kennedy asks about any outstanding invoices for MNS. GM Savage clarifies that they are being paid as they are received. Director Palmer asks about RF Grant Draft Report Update versus State Recycled Water Feasibility Report on page 14. Discussion about how much budget is left and the differences between the Grants/Finance committee versus the Finance Committee.

**Motion to approve invoices as presented in item 6A.**

**Motion by: Director Kennedy, Second: Director Palmer. Voice vote: (3-0) All in favor.**

### B. Review Budget Reports (See Packet)

Director Kennedy asks about funds on hand and the difference between various items on the Budget Worksheet. GM Savage responds stating that the attached Budget Worksheet is a budget-to-actuals view of the budget, not a daily cash balance. He adds that the cash balance is best seen in the graph, which shows that the District has roughly \$70,000 on hand. GM Savage adds that he attended a recent meeting of the County of Santa Barbara who will be moving from the current FIN system to Workday, a cloud-based ERP/financials system.

### C. Independent Auditor's Report FY 2018-19

GM Savage notes that we are now into the tax season, so the remaining two years are likely going to be delayed.

## 7. ADJOURNMENT

**Motion to adjourn at 12:26 PM.**

**Motion by: GM Savage, Second: Director Palmer. Voice vote: (3-0) All in favor.**

# ITEM 6A - INVOICE PAYMENT

# INVOICE PAYMENT

# Moss, Levy & Hartzheim LLP

2400 Professional Parkway, Suite 205  
Santa Maria, CA 93455  
805.925.2579

LOS OLIVOS COMMUNITY SERVICES DISTRICT  
PO BOX 345  
LOS OLIVOS, CA 93441

Invoice No. 34501  
Date 01/31/2023  
Client No. 459

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2019 Audit to Date

	\$	2,500.00
Current Amount Due	\$	<u>2,500.00</u>



Santa Barbara County  
Office of the County Clerk-Recorder-Assessor

**JOSEPH E. HOLLAND**  
County Clerk-Recorder-Assessor & Registrar of Voters  
105 E. Anapamu Street, Room 204  
P.O. Box 159  
Santa Barbara, CA 93102-0159

Los Olivos Community Services District - Short-Term  
PO Box 345  
Los Olivos, CA 93441

## ELECTION INVOICE

Payment Due Within 30 Days of Invoice Date

### INVOICE FOR MATERIALS AND SERVICES RENDERED BY SANTA BARBARA COUNTY ELECTIONS

<b>Invoice #</b> GEN110822-45	<b>Invoice Date</b> 02/03/23	<b>Fund/Dept/Acct/Prog</b> 0001/062/4970/2002
-------------------------------	------------------------------	-----------------------------------------------

<b>Election</b>	2022 Gubernatorial General Election
<b>Election Date</b>	11/8/2022
<b>Contest / Measure</b>	Los Olivos Community Services District - Short-Term
<b>Voter Registration</b>	509

Allocated Costs	Amount
Pooled Voter Costs	\$ 83.77
Sample Ballot Costs	13.63
Candidate Statement or Measure Printing Costs	-
Division Indirect Costs	66.50
<b>Total Costs</b>	<b>\$ 163.90</b>

<b>Make Checks Payable To:</b>	Santa Barbara County Clerk-Recorder-Assessor	
<b>Remit Payment To:</b>	Attn: Dylan Tekautz P.O. Box 159 Santa Barbara, CA 93102-0159	For Questions Call: (805) 568-2214





Santa Barbara County  
Office of the County Clerk-Recorder-Assessor

**JOSEPH E. HOLLAND**  
County Clerk-Recorder-Assessor & Registrar of Voters  
105 E. Anapamu Street, Room 204  
P.O. Box 159  
Santa Barbara, CA 93102-0159

Los Olivos Community Services District  
PO Box 345  
Los Olivos, CA 93441

## ELECTION INVOICE

Payment Due Within 30 Days of Invoice Date

### INVOICE FOR MATERIALS AND SERVICES RENDERED BY SANTA BARBARA COUNTY ELECTIONS

<b>Invoice #</b> GEN110822-44	<b>Invoice Date</b> 02/03/23	<b>Fund/Dept/Acct/Prog</b> 0001/062/4970/2002
-------------------------------	------------------------------	-----------------------------------------------

<b>Election</b>	2022 Gubernatorial General Election
<b>Election Date</b>	11/8/2022
<b>Contest / Measure</b>	Los Olivos Community Services District
<b>Voter Registration</b>	509

Allocated Costs	Amount
Pooled Voter Costs	\$ 209.42
Sample Ballot Costs	34.07
Candidate Statement or Measure Printing Costs	-
Division Indirect Costs	166.25
<b>Total Costs</b>	<b>\$ 409.74</b>

<b>Make Checks Payable To:</b>	Santa Barbara County Clerk-Recorder-Assessor	
<b>Remit Payment To:</b>	Attn: Dylan Tekautz P.O. Box 159 Santa Barbara, CA 93102-0159	For Questions Call: (805) 568-2214



March 6, 2023

**VIA EMAIL ONLY:** Guy Savage – [GM.LOCSD@gmail.com](mailto:GM.LOCSD@gmail.com)

General Manager  
Los Olivos Community Services District  
P.O. Box 345  
Los Olivos, CA 93441

Re: **March 2023 Billing Statement (for services through 02/28/23);  
Aleshire & Wynder, LLP**

Dear General Manager:

Enclosed, please find the billing statements for the month of March, which include services rendered and costs incurred by Aleshire & Wynder, LLP, through February 28, 2023.

Should you have any questions or require additional information concerning the foregoing, please let me know.

Sincerely,

ALESHIRE & WYNDER, LLP

Haydee Sanchez *for*  
G. Ross Trindle, III

Enclosure

cc: Mary Zepeda – [mzepeda@mnsengineers.com](mailto:mzepeda@mnsengineers.com)

## LOS OLIVOS COMMUNITY SERVICES DISTRICT (01245) MONTHLY BILLING SUMMARY

Billing Period: February 1 thru February 28, 2023

	Total Hours	Hourly Rate	Total Fees	Total Costs	Total Fees & Costs	Writeoff Value	Comments
<b>0001 General</b> (\$220 Blended: Atty / Paralegal / Law Clerk)	15.80	220	3,476.00	0.00	3,476.00	0.00	(Advisory/Transactional Svcs)
<b>TOTALS:</b>	<b>15.80</b>		<b>3,476.00</b>	<b>0.00</b>	<b>3,476.00</b>	<b>0.00</b>	



Los Olivos Community Services District  
Attn: General Manager  
PO Box 345  
Los Olivos, CA 93441

March 6, 2023  
Bill No. 74136

For Legal Services Rendered Through 02/28/23

CLIENT: 01245 - Los Olivos Community Services District  
MATTER: 0001 - General

**PROFESSIONAL SERVICES**

Date	Attorney	Description	Hours	Amount
02/01/23	GRT	(PUBLIC COMMENT) DIRECT FOLLOW UP RE LEGAL RESEARCH ON REMOTE PUBLIC COMMENT REQUIREMENTS	0.30	66.00
	ETM	(PUBLIC COMMENT) CONDUCT INITIAL LEGAL REVIEW AND ANALYSIS OF VIRTUAL MEETING REQUIREMENTS UNDER AB 2449 AND THE PREVIOUSLY CODIFIED BROWN ACT	0.50	110.00
02/04/23	ETM	(PUBLIC COMMENT) RESEARCH AND ANALYSIS REGARDING RELEVANT CASE LAW REQUIRING PUBLIC COMMENT FOR REMOTE MEETINGS FOR ELECTED BODIES	2.60	572.00
	ETM	(PUBLIC COMMENT) DRAFT MEMO REPORTING RESEARCH FINDINGS ON LEGAL REQUIREMENTS OF PUBLIC COMMENTS DURING REMOTE MEETINGS	2.50	550.00
02/06/23	GRT	(AGENDA) DRAFT SUGGESTED REVISIONS TO REGULAR MEETING AGENDA	0.40	88.00
02/14/23	GRT	(REGULAR MEETING) INITIAL TRAVEL TIME FOR REGULAR MEETING [SPLIT WITH IVCSO, SMVWCD]	1.20	264.00
	GRT	(REGULAR MEETING) INITIAL TRAVEL TIME FOR REGULAR MEETING [SPLIT WITH IVCSO, LOCSO]	1.70	374.00

**PROFESSIONAL SERVICES**

Date	Attorney	Description	Hours	Amount
02/15/23	GRT	(REGULAR MEETING) COMPLETE PREPARATION FOR AND ATTEND REGULAR MEETING	3.10	682.00
02/17/23	GRT	(REGULAR MEETING) RETURN TRAVEL TIME FOR REGULAR MEETING [SPLIT WITH IVCS, SMVWCD]	1.30	286.00
	GRT	(REGULAR MEETING) RETURN TRAVEL TIME FOR REGULAR MEETING [SPLIT WITH IVCS, LOCS]	1.70	374.00
02/28/23	GRT	(REMOTE MEETINGS) REVIEW OF ANALYSIS RE PUBLIC COMMENT VIA REMOTE ATTENDANCE	0.50	110.00
<b>Total Professional Services</b>			<b>15.80</b>	<b>\$3,476.00</b>

**PROFESSIONAL SERVICES SUMMARY**

Code	Name	Hours	Rate	Amount
ETM	Ericka T. Murphy	5.60	220.00	1,232.00
GRT	George "Ross" Trindle	10.20	220.00	2,244.00
<b>Total Professional Services</b>		<b>15.80</b>		<b>\$3,476.00</b>

**Receipts Since Last Bill**

Prior Balance On This Matter -6,092.48

Date	Description	Total Applied to this Matter
02/27/23	COUNTY OF SANTA BARBARA	3,628.48
02/28/23	COUNTY OF SANTA BARBARA	2,464.00
Less Total Payments		\$6,092.48
Current Matter Due Amount		\$3,476.00

**CURRENT BILL TOTAL AMOUNT DUE** **\$3,476.00**

Balance Forward: 6,092.48

Payments & Adjustments: -6,092.48

**Total Due:** **\$3,476.00**

# Please return this page with remittance

to  
Aleshire & Wynder, LLP

**Bill Number:** 74136  
**Bill Date:** March 6, 2023  
**Client Code:** 01245  
**Client Name:** Los Olivos Community Services District  
**Matter Code:** 0001  
**Matter Name:** General

Total Professional Services	3,476.00
Total Disbursements	0.00
<b>CURRENT BILL TOTAL AMOUNT DUE</b>	<b><u>\$3,476.00</u></b>
Balance Forward:	6,092.48
Payments & Adjustments:	-6,092.48
<b>Total Due:</b>	<b><u>\$3,476.00</u></b>

Amount enclosed: \_\_\_\_\_

Thank You



650 NE Holladay St., Suite 900  
 Portland, OR 97232  
 P: 503.239.8799  
 accounting@gsiws.com  
 www.gsiws.com

Los Olivos Community Services District  
 PO Box 345  
 Los Olivos, CA 93441

March 07, 2023  
 Invoice No: 00876.001 - 24

Project 00876.001 Groundwater Quality Management Services  
 • Finalize Monitoring well tech memo  
 • Provide summary of monitoring well installation during LOSCD Board meeting  
 • Project management

**Professional Services from February 1, 2023 to February 28, 2023**

Task	.003	Install Monitoring Well	-----		
<b>Labor</b>					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Principal Consultant					
Thompson, Timothy			5.00	265.00	1,325.00
Managing Geologist					
Lapostol, Andres			1.25	135.00	168.75
Administration					
Crowe, Susan			.50	110.00	55.00
	Totals		6.75		1,548.75
	<b>Total Labor</b>				<b>1,548.75</b>
				<b>Total this Task</b>	<b>\$1,548.75</b>

Task	.004	Technical Memorandum and Submittals	-----		
<b>Subconsultants</b>					
Pace Analytical Services, LLC					
2/24/2023	Pace Analytical Services, LLC	Lab Analysis			279.00
	<b>Total Subconsultants</b>		<b>1.1 times</b>	<b>279.00</b>	<b>306.90</b>
				<b>Total this Task</b>	<b>\$306.90</b>

<b>Project Summary</b>	<b>Current Period</b>	<b>Prior Periods</b>	<b>Invoiced to Date</b>	
Total Billings	1,855.65	94,287.52	96,143.17	
Authorized Budget			95,900.00	
<b>Adjustment</b>				<b>-243.17</b>
			<b>Total this Invoice</b>	<b><u><u>\$1,612.48</u></u></b>

<b>Outstanding Invoices</b>			
<b>Number</b>	<b>Date</b>	<b>Balance</b>	
23	2/9/2023	4,206.25	
<b>Total</b>		<b>4,206.25</b>	



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

Main: 805 692 6921

[WWW.MNSENGINEERS.COM](http://WWW.MNSENGINEERS.COM)

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

March 15, 2023

Project No: LOCD.180392.00

Invoice No: 82597

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: \$813.75
2. Engineering Tasks:
  - a. REGEN Report Update Review (draft & final): \$277.50
  - b. GSI Well Report Review and comment: \$92.50
  - c. Assessment Engineer: \$0.00
  - d. General Engineering Tasks (Technical Committee): \$92.50
  - e. Grant Support (New Grant Opportunities Research): \$655.00
3. PRA Request: \$0.00

**Professional Services for the Period: February 1, 2023 to February 28, 2023**

Level 2 TASK01 District Management

**Professional Personnel**

	Hours	Rate	Amount
Administrative Support			
Project Coordinator	7.75	105.00	813.75
Totals	7.75		813.75
<b>Total Labor</b>			<b>813.75</b>
		<b>Level 2 Subtotal</b>	<b>\$813.75</b>

Level 2 TASK02 Engineering Tasks

**Professional Personnel**

	Hours	Rate	Amount
Project Management			
District Engineer	2.50	185.00	462.50



Project	LOCSD.180392.00	District Support Services	Invoice	82597
Project Meeting				
Senior Project Engineer		1.50	180.00	270.00
Fund Development/Grant Applications				
Administrative Analyst		3.50	110.00	385.00
Totals		7.50		1,117.50
<b>Total Labor</b>				<b>1,117.50</b>
			<b>Level 2 Subtotal</b>	<b>\$1,117.50</b>
			<b>Current Invoice Amount</b>	<b>\$1,931.25</b>

**Outstanding Invoices**

Number	Date	Balance
82187	1/18/2023	2,302.50
82448	2/21/2023	2,716.25
<b>Total</b>		<b>5,018.75</b>

# Billing Backup

Wednesday, March 15, 2023

MNS Engineers, Inc.

Invoice 82597 Dated 3/15/2023

8:59:34 AM

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

## Professional Personnel

		Hours	Rate	Amount
Administrative Support				
Project Coordinator				
Zepeda, Mary	2/1/2023	.50	105.00	52.50
FIN E-Notification Follow-up re GSI Vendor Change Form for DP; Update Budget Tracking Log based on Vendor Distributions				
Zepeda, Mary	2/2/2023	.25	105.00	26.25
File A&W Invoice; Update Budget Tracking Log				
Zepeda, Mary	2/10/2023	1.00	105.00	105.00
Assist GS and DP by compiling supporting documentation and submitting FIN New Vendor Form for Regen PLLC				
Zepeda, Mary	2/13/2023	.50	105.00	52.50
Follow-up re FIN Notification related to New Ven Request for Regine; and assist with the submission of the requested supporting documentation				
Zepeda, Mary	2/21/2023	4.50	105.00	472.50
Prepare A&W, ConfluenceES, GSI (5), GWS Invoices for payment via FIN; Follow-Up with DM re GSI Outstanding Invoices; Update Budget Tracking Log; Create and Process Single Payment Claims for A&W, ConfluenceES, GSI (5), GWS Invoices for DP				
Zepeda, Mary	2/23/2023	1.00	105.00	105.00
Attend Workday Information Session - Local Agencies Meeting				
Totals		7.75		813.75
<b>Total Labor</b>				<b>813.75</b>
<b>Level 2 Subtotal</b>				<b>\$813.75</b>

Level 2 TASK02 Engineering Tasks

## Professional Personnel

		Hours	Rate	Amount
Project Management				
District Engineer				
Pike, Douglas	2/6/2023	.50	185.00	92.50
Review Groundwater report From GSI, email Guy				
Pike, Douglas	2/10/2023	1.00	185.00	185.00
Review Draft Regen Study & send comments to Guy				
Pike, Douglas	2/17/2023	.50	185.00	92.50
Tech Committee Meeting				
Pike, Douglas	2/27/2023	.50	185.00	92.50
Regen Report update review				
Project Meeting				
Senior Project Engineer				
Jaquez, Gregory	2/7/2023	.50	180.00	90.00
Discussion with D. Pike of CWSRF funding approach. Meeting coordination with SWRCB. Explore new Grant funding opportunities.				

Project	LOCSD.180392.00	District Support Services			Invoice	82597
Jaquez, Gregory		2/9/2023	1.00	180.00	180.00	
	Research CWSRF and WRF application procedures and requirements for comparison.					
Fund Development/Grant Applications						
Administrative Analyst						
Reineke, Elizabeth		2/10/2023	2.00	110.00	220.00	
	Review of project report for best grant approach					
Reineke, Elizabeth		2/24/2023	1.50	110.00	165.00	
	Grant options review for CWSRF and other programs under the Water Board for septic to sewer					
	Totals		7.50		1,117.50	
	<b>Total Labor</b>					<b>1,117.50</b>
				<b>Level 2 Subtotal</b>		<b>\$1,117.50</b>
				<b>Project Total</b>		<b>\$1,931.25</b>
				<b>Total this Report</b>		<b>\$1,931.25</b>

# 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 # 20233**  
**Invoice Date: 3/31/2023**

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 President.

Date	Description	Units	Rate	Amount
3/31/2023	General Manager Services - LOCSD (3/1/23-3/31/23) See Attached for Details	30	\$ 135.00	\$ 4,050.00
<b>Total</b>				<b>\$ 4,050.00</b>

Thank you for your continued support.



Email: [GM.LOCSD@gmail.com](mailto:GM.LOCSD@gmail.com)

Date	Description	Hours	Rate	Amount
1-Mar	Fayram	0.75	\$ 135.00	\$ 101.25
	Palmer	0.25	\$ 135.00	\$ 33.75
	Emails	0.5	\$ 135.00	\$ 67.50
2-Mar	Regen meeting coordination	0.25	\$ 135.00	\$ 33.75
	Audit coordination	0.75	\$ 135.00	\$ 101.25
	March Update posting	0.5	\$ 135.00	\$ 67.50
	LAFCO extension request letter	0.5	\$ 135.00	\$ 67.50
3-Mar	Regen meeting	1	\$ 135.00	\$ 135.00
	LAFCO extension request letter, March Update	0.5	\$ 135.00	\$ 67.50
5-Mar	Finance Agenda	1.5	\$ 135.00	\$ 202.50
6-Mar	Fayram, Bill Morton - MuniFinance	2.25	\$ 135.00	\$ 303.75
7-Mar	LAFCO coordination	0.5	\$ 135.00	\$ 67.50
9-Mar	Finance meeting	0.5	\$ 135.00	\$ 67.50
	Finance minutes	0.5	\$ 135.00	\$ 67.50
10-Mar	March Regular meeting agenda, posting, etc.	3	\$ 135.00	\$ 405.00
	Regen TM	0.5	\$ 135.00	\$ 67.50
	County EHS grant close-out	0.75	\$ 135.00	\$ 101.25
	EHS/RWQCB/LAFCO	0.75	\$ 135.00	\$ 101.25
	March Regular meeting preparation	1.25	\$ 135.00	\$ 168.75
11-Mar	Agenda posting/EHS grant closure	0.25	\$ 135.00	\$ 33.75
13-Mar	Fayram meeting, well sampling follow ups	1	\$ 135.00	\$ 135.00
	Regen prep for Wednesday	0.5	\$ 135.00	\$ 67.50
14-Mar	Regen prep for Wednesday, emails	0.5	\$ 135.00	\$ 67.50
15-Mar	Regular meeting	1.5	\$ 135.00	\$ 202.50
16-Mar	Regular meeting minutes, post video, presentation	2	\$ 135.00	\$ 270.00
	Regen follow up	0.5	\$ 135.00	\$ 67.50
	LAFCO letter	0.75	\$ 135.00	\$ 101.25
20-Mar	Fayram, Supv Hartmann meetings	1.5	\$ 135.00	\$ 202.50
21-Mar	LAFCO Presentation	0.75	\$ 135.00	\$ 101.25
22-Mar	LAFCO Presentation	1.25	\$ 135.00	\$ 168.75
23-Mar	RWQCB meeting	1	\$ 135.00	\$ 135.00
	EO N-4-23 - Groundwater recharge	1	\$ 135.00	\$ 135.00
	West-side parcels, 1+ acres	0.5	\$ 135.00	\$ 67.50
24-Mar	Pike meeting	1	\$ 135.00	\$ 135.00
	Palmer Form 700, financing	0.25	\$ 135.00	\$ 33.75
	Project Management subcommittee	1.25	\$ 135.00	\$ 168.75
	LAFCO Presentation	2.25	\$ 135.00	\$ 303.75
27-Mar	Fayram	1	\$ 135.00	\$ 135.00
28-Mar	Emails, billing, etc.	0.75	\$ 135.00	\$ 101.25
	Regen "Interview"	1	\$ 135.00	\$ 135.00
29-Mar	Technical Subcommittee	1.25	\$ 135.00	\$ 168.75
30-Mar	Cloacina	0.25	\$ 135.00	\$ 33.75
31-Mar	EHS meeting	1.25	\$ 135.00	\$ 168.75
	Cloacina	0.25	\$ 135.00	\$ 33.75
<b>Totals</b>		<b>40</b>	<b>\$</b>	<b>5,400.00</b>

# Invoice



Invoice number 326BDB28-0004  
Date of issue April 1, 2023  
Date due May 1, 2023

## Streamline

United States  
+1 916-238-1811  
support@getstreamline.com

## Bill to

Douglas Pike - Los Olivos Community Services District  
P.O. Box 345  
Los Olivos, California 93441  
United States  
+1 805-697-1416  
dpike@mnsengineers.com

**\$600.00 due May 1, 2023**

[Pay online](#)

Description	Qty	Unit price	Amount
Streamline Web Member 50k-250k Apr 1, 2023 – Apr 1, 2024	1	\$600.00	\$600.00
Subtotal			\$600.00
Total			\$600.00
<b>Amount due</b>			<b>\$600.00</b>

Need our W-9 for tax purposes? You can download it at [www.getstreamline.com/w9](http://www.getstreamline.com/w9). Streamline will be adjusting prices effective July 1, 2023, in accordance with the Bureau of Labor Statistics (BLS) Producer Price Index (PPI). Information on pricing can be found at: <https://getstreamline.com/pricing>. Questions? Call our customer hotline at (916) 238-1811 to speak to a friendly human!

## Pay with ACH or wire transfer

Bank transfers, also known as ACH payments, can take up to five business days. To pay via ACH, transfer funds using the following bank information.

Bank name WELLS FARGO BANK, N.A.  
Routing number 121000248  
Account number 40630134959785748  
SWIFT code WFBIUS6S

## Pay \$600.00 by check

Make payable to Streamline  
Memo 326BDB28-0004  
PO Box 207561  
Mail to Dallas, TX 75320-7561

Please enclose a printed copy of this Invoice PDF and use USPS. (Courier services may not deliver to PO Boxes.) Once received, checks are processed within 3 business days.



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

# Invoice

**Invoice #:** 151  
**Invoice Date:** 3/23/2023  
**Due Date:** 3/23/2023  
**Case:** 22031 Los Oli...  
**P.O. Number:**

**Bill To:**  
 22031 Los Olivos Community Service Distri  
 ct

Description	Hours/Qty	Rate	Amount
Los Olivos Community Regional and Local Alternatives Technical Memorandum Final Payment	1	1,250.00	1,250.00
<b>Total</b>			<b>\$1,250.00</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$1,250.00</b>

# ITEM 6B – BUDGET REPORTS

## BUDGET REPORTS



**Report : Financial Status (Real-Time)**

Selection Criteria: Fund = 3490

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

Last Updated: 4/4/2023 1:37 AM

As of: 3/31/2023 (75% Elapsed)

**Fund 3490 -- Los Olivos CSD**

Line Item Account	6/30/2023 Fiscal Year Adjusted Budget	3/5/2023 Year-To-Date Actual	6/30/2023 Fiscal Year Variance	6/30/2023 Fiscal Year Pct of Budget
<b>Revenues</b>				
<b>Taxes</b>				
3066 -- Special Tax Assessment	136,475.00	138,629.85	2,154.85	101.58%
Taxes	136,475.00	138,629.85	2,154.85	0.00%
<b>Use of Money and Property</b>				
3380 -- Interest Income	724.00	709.03	-14.97	--
3381 -- Unrealized Gain/Loss Invstmnts	0.00	0.00	0.00	#DIV/0!
Use of Money and Property	0.00	709.03	-14.97	#DIV/0!
<b>Intergovernmental Revenue-Other</b>				
4840 -- Other Governmental Agencies	169,804.00	5,662.50	-164,141.50	3.33%
Intergovernmental Revenue-Other	274,000.00	5,662.50	-268,337.50	2.07%
<b>Revenues</b>	<b>306,279.00</b>	<b>145,001.38</b>	<b>-162,001.62</b>	<b>47.34%</b>
<b>Expenditures</b>				
<b>Services and Supplies</b>				
7090 -- Insurance	2,500.00	2,799.92	299.92	112.00%
7324 -- Audit and Accounting Fees	4,000.00	0.00	-4,000.00	0.00%
7430 -- Memberships	1,200.00	1,287.00	87.00	107.25%
7450 -- Office Expense	2,000.00	0.00	-2,000.00	0.00%
7460 -- Professional & Special Service (Project, Planning & Studies)	189,908.00	197,762.85	7,854.85	104.14%
7508 -- Legal Fees	30,000.00	28,692.41	-1,307.59	95.64%
7510 -- Contractual Services (IGM Contract, Engineer)	49,000.00	58,129.87	9,129.87	118.63%
7530 -- Publications & Legal Notices	1,000.00	0.00	-1,000.00	0.00%
7671 -- Special Projects	175,000.00	0.00	-175,000.00	0.00%
7732 -- Training	1,500.00	0.00	-1,500.00	0.00%
<b>Services and Supplies</b>	<b>456,108.00</b>	<b>288,672.05</b>	<b>167,435.95</b>	<b>63.29%</b>
<b>Expenditures</b>	<b>456,108.00</b>	<b>288,672.05</b>	<b>167,435.95</b>	<b>63.29%</b>

### Los Olivos CSD Cash Balance History

