



POSTED 2-7-2020

Tom Fayram, President
Lisa Palmer, Vice President
Julie Kennedy, Secretary
Mike Arme, Director
Brian O'Neill, Director

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Meeting, February 12, 2020, 6:00 p.m.
Los Olivos School, Room 602
2540 Alamo Pintado Avenue, Los Olivos, CA 93441

REGULAR MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MEETING MINUTES

- a. Minutes of 1-15-2020 Regular Meeting

5. DIRECTOR COMMENTS

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

6. PUBLIC COMMENTS

Members of the public may address the Board on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Government Code - 54954.3).

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.

7. INTERIM GENERAL MANAGER REPORT

Interim General Manager Report on current assignments and general District business. See Attached.

8. BUSINESS ITEMS

A. Report on behalf of the board our District status to LAFCO on Dec 12, 2019.

1. Report on Project Funding From the County EHS Department, including Senator Hannah-Beth Jackson set-aside funds for Los Olivos water quality improvement support. Discuss all correspondence and communications with EHS. Three projects proposed for funding at this time are: Loading Study, Groundwater Monitoring Plan, Preliminary Environmental Report.
2. Authorize Ad Hoc Technical Committee and IGM to continue effort to secure funds, obtain consultant proposals Direct other steps moving forward.

B. Benefit Assessment Process. Preliminary Report from Lynn Takaichi (Water Consultancy on Engineer's Report Outline

1. Review Following minimum milestones (Board Actions), schedule and take action as required to complete milestones:
 - a. Order Engineer's Report: NTP issued 12-30-2019
 - b. Receive Draft Engineer's Report: 3-30-2020
 - c. Draft Report Review/Directors By: 4-10-2020
 - d. Draft Report Presented at Reg. Meeting, discuss & receive Public Comment: 4-15-2020

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 946-0431
losolivoscscd@gmail.com, www.losolivoscscd.com

- e. Revise Engineer's Report & distribute to Board by: 4-29-2020
- f. Board Consider & Approve Revised Engineer's Report: 5-13-2020
- g. Consider & Approve Resolution of Intent: 5-13-2020
- h. Mail Notice of Public Hearing & Assessment Ballot: 5-15-2020
- i. Public Hearing after 45 days: Can Be done at Special or Regular Meeting 7-15-2020

C. Remnant County Parcel Aquisition.

1. Update, discussion and action/assignments.

D. Project Work Plan and Financial Plan Progress and Planning:

1. Review Project Plan, Project progress, discussion direct action.
2. Possible items of discussion/action (below):
 - All preliminary project tasks, and future project tasks including Environmental and planning tasks, funding tasks, project siting, phasing, analysis and design tasks. Proposition 218 related items.
 - **Review and potential action regarding Mattei's Project Update and Cooperation with the District.**
 - **RWQCB Support.**
 - **EHS Support**
 - Project Funding
 - **Open Consultant Contract discussion, comments direct action (Engineer's Report – Water Consultancy, Grant Writing Services – Wallace Group, Local LAMP – Paul Jenzen)**
 - Reports from Ad hoc Technical Committee – Report and Potential Action.
 - Report from Individual Board Members Regarding Project Assignments and Actions– Report and Potential Action.

E. Budget Update Report from the Finance Committee.

F. Finance Committee Business Summary and Report. Approved for recommendation for payment:

1. 1-9-2020 Aleshire & Wynder Invoice 54835 (Dec. 15-Dec. 31 Services) \$3843.72
2. 1-9-2020 Aleshire & Wynder Invoice 54836 (Dec. 15-Dec. 31 Supplemental bill for Services) \$106.00
3. 1-20-2020 MNS (December Services) \$5,234.30

9. Next Regular Meeting:

Wednesday, March 11, 2020, 6:00 p.m.
Los Olivos School, Room 602
2540 Alamo Pintado Avenue, Los Olivos, CA 93441

10. ADJOURNMENT

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 805.946.0431 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.

Tom Fayram, President
Lisa Palmer, Vice President
Julie Kennedy, Secretary
Mike Arme, Director
Brian O'Neill, Director



2-12-2019 IGM Notes

Informational Items

1. General Items
 - a. LAFCO Special Election
 - i. Term: 3/1/2020 – 3/1/2024
 - ii. The nomination period will end on 3/27/2020. The legislative body of the district shall authorize the presiding officer to sign the nomination form.
 - iii. Vote by District President or designee for one Regular and one Alternate LAFCO Special District member. The voting period would be up to 45 days.
 - b. IGM Pike met with Administrator Neil McCormick and Finance Director Rick Wood on Monday, January 27th from CSDA Finance Corp staff. CSDA can fund misc. expenses that may not fall within State Revolving Fund loan/grant programs. 4% interest is still the standard for SRF loans and other sourced infrastructure loans.
 - c. Advanced Onsite Wastewater Treatment Training in Santa Barbara - 02/27/2020. Opportunity sent by Jason Johnston, EHS
2. Items To be discussed elsewhere in Agenda:
 - a. Ad Hoc Technical Committee report on discussions with County ROW Agent.
 - i. Exhibits
 - ii. Cloacina Information
 - b. Ad Hoc Technical Committee report on Update meeting with Howard Kolb, RWQCB
 - c. Mattei's Tavern Update
 - d. Benefit Assessment Update
 - e. The Benefit Assessment Engineers Report Update
 - f. County EHS funding Update
 - g. Local LAMP Update

LAFCO

Santa Barbara Local Agency Formation Commission

105 East Anapamu Street ♦ Santa Barbara CA 93101

805/568-3391 ♦ FAX 805/568-2249

www.sblafco.org ♦ lafco@sblafco.org

February 10, 2020

TO: Presiding Officers of Independent Special Districts

Subject: Nominations for one Regular and one Alternate Special District Member to Santa Barbara LAFCO

CALL FOR NOMINATIONS FOR LAFCO REGULAR AND ALTERNATE SPECIAL DISTRICT MEMBER

The terms of Regular Special District member Craig Geyer, and Alternate Special District member Cynthia Allen, will expire on March 1, 2020. Both Commissioner Geyer and Alternate Commission Allen are interested in being re-elected. Government Code Section 56332(c) states that: *“At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed.”*

Nomination forms are attached to this notice.

- 1) **Nominations for the one LAFCO Regular and one Alternate Special District Member.** The terms of office of the Regular Special District Member and the Alternate Special District Member end on March 1, 2020. The terms of office shall be four years and until the appointment and qualification of his or her successor. The new terms of office shall end on March 1, 2024.
- 2) **Voting Requirements:** The Special District Selection Committee, comprised of the presiding officers, or designee, of the 38 independent special districts in Santa Barbara County, needs to elect one Regular and one Alternate LAFCO Special District member.
- 3) **Nomination Period and Voting Period: The nomination period will end on March 27, 2020.** Following the nomination period, unless there is only one nominee, ballots containing the names of qualified nominees, will be mailed to each eligible special district. Mailed ballots will also include voting instructions to each eligible district. The voting period would be up to 45 days. This will be followed by the tabulation of votes and the election of the top vote getters to the vacant seats.

Local Agency Formation Commission
February 10, 2020
Page two

Nomination Process: The Presiding Officer of each Independent Special District is authorized to nominate a Regular Special District Member and Alternate Special District Member. The legislative body of the district shall authorize the presiding officer to sign the nomination form. Please fill out both forms as there are nominations for a Regular Special District Member and Alternate Special District Member.

Call for Nominations for one LAFCO Regular Special District Member and one Alternate Special District Member:

Nominations for one Regular Special District Member and one the Alternate Special District Member should be submitted to the LAFCO Executive Officer, at the following address, faxed, or emailed **no later than 5:00 pm, Friday, March 27, 2020.** Nomination forms are attached to this notice.

Santa Barbara Local Agency Formation Commission
105 East Anapamu Street, Santa Barbara CA 93101
FAX 805/568-2249
Email Address: lafco@sblafco.org

Please contact the LAFCO office if you have any questions.

Sincerely,



PAUL HOOD
Executive Officer

**SANTA BARBARA
LOCAL AGENCY FORMATION COMMISSION**

<p style="text-align: center;">NOMINATION FOR <u>REGULAR</u> SPECIAL DISTRICT MEMBER</p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 Or FAX to 568-2249</p>	<p>LAFCO STAFF USE</p> <p>Date Received: _____</p>
<p>Please print in ink or type</p>	
<p>POSITION SOUGHT: Special District Member</p>	
<p>NAME OF NOMINEE:</p> <p>_____</p>	<p>NAME OF DISTRICT:</p> <p>_____</p> <p>_____</p>
<p>MAILING ADDRESS:</p> <p>_____</p> <p>_____</p>	<p>TELEPHONE:</p> <p>Home: _____</p> <p>Bus: _____</p> <p>Cell: _____</p> <p>Fax: _____</p>
<p>ADDITIONAL INFORMATION: On this form <u>or</u> an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for Special District Member: This information will be distributed to all independent special districts.</p>	
<p>SIGNATURE OF NOMINATOR/NAME OF SPECIAL DISTRICT:</p> 	

**SANTA BARBARA
LOCAL AGENCY FORMATION COMMISSION**

<p>NOMINATION FOR <u>ALTERNATE</u> SPECIAL DISTRICT MEMBER</p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 Or FAX to 568-2249</p>	<p>LAFCO STAFF USE</p> <p>Date Received: _____</p>
<p>Please print in ink or type</p>	
<p>POSITION SOUGHT: Alternate Special District Member</p>	
<p>NAME OF NOMINEE:</p> <p>_____</p>	<p>NAME OF DISTRICT:</p> <p>_____</p> <p>_____</p>
<p>MAILING ADDRESS:</p> <p>_____</p> <p>_____</p>	<p>TELEPHONE:</p> <p>Home: _____</p> <p>Bus: _____</p> <p>Cell: _____</p> <p>Fax: _____</p>
<p>ADDITIONAL INFORMATION: On this form <u>or</u> an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Alternate Special District Member: This information will be distributed to all independent special districts.</p>	
<p>SIGNATURE OF NOMINATOR/NAME OF SPECIAL DISTRICT:</p> 	

From: [Johnston, Jason](#)
Subject: Advanced Onsite Wastewater Treatment Training in Santa Barbara - 02/27/2020
Date: Wednesday, February 05, 2020 10:11:10 AM
Attachments: [Regulator Training.pdf](#)

Good morning,

BioSolutions, Incorporated of Agoura Hills, CA the local Orenco Systems distributor will be presenting a training on Thursday February 27 from 9AM to 4 PM at Santa Barbara County Public Health Department's auditorium (300 San Antonio Road, Santa Barbara, CA 93110). The outline of the course is attached and REHS CEUs will be available; while the training is designed towards regulators and will be covering onsite wastewater basics and supplemental treatment, EHS is inviting local engineers and designers who may be interested in attending. Please feel free to share this email/announcement with others in your organization or who may be interested. If you plan to attend, please respond to this email or contact me by phone no later than next Friday February 14, 2020 so that we can ensure enough training materials are available.

For ease of parking EHS recommends parking at our office located at 225 Camino del Remedio, Santa Barbara, CA 93110, and walking up the stairs to the auditorium. Please allow at least 5 minutes to walk up from our office.

Thank you,

Jason Johnston

Supervising Environmental Health Specialist
Environmental Health Services
Santa Barbara County Public Health Department
805-346-7348

jason.johnston@sbcphd.org
www.countyofsb.org/phd/ehs

Confidentiality Notice: This e-mail communication and any attachments may contain confidential and privileged information for the use of the designated recipient(s) named above. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and delete the original message and destroy all copies. *Please consider the environment before printing this email.*

Regulator Training

Advanced Wastewater Treatment

CEU's 6 Contact Hours = 0.6 CEU's

9:00 AM – 4:00 PM

Section 1 - Fundamentals of Wastewater

Section 2 - Watertight Tanks

Section 3 - Pumping Systems

Section 4 - Residential Design

Section 5 - Telemetry

Lunch 1 hour

Section 6 - Commercial Systems

Section 7 - Basic Understanding of Drip Dispersal

Section 8 – SSD Design Concept – Part 1 – simple

Section 9 - SSD Design Concept – Part 2 - advanced

Tom Fayram, President
Lisa Palmer, Vice President
Julie Kennedy, Secretary
Mike Arme, Director
Brian O'Neill, Director



April 19, 2019

Local Agency Formation Commission

c/o Paul Hood, Executive Officer
County of Santa Barbara
105 East Anapamu Street, Rm 407
Santa Barbara, CA 93101

RE: Los Olivos Community Services District Project Progress

Dear Commissioners and Mr. Hood:

LAFCO officially issued a Certificate of Completion in the formation of the Los Olivos Community Services District on April 5, 2018, following the successful County certified vote on January 30, 2018. The District was created to be the governance structure for Los Olivos to address wastewater treatment requirements in the town. LAFCO approved an extension of the assessment deadline another year at its regular meeting in December 2018.

The requirement to enact an assessment to fund a wastewater collection, treatment, and disposal system or systems to serve the community within one year of the effective formation date, was extended an additional year at LAFCO's regular meeting on December 6, 2018. At that meeting, the District reported that the Board has worked diligently to set up the District and its administrative functions, including; hiring legal counsel, calculating and submitting assessments to the County for FY 2018-19, securing insurance, approving agreements with the County Auditor for use of FIN for the District finances, hiring an Interim General Manager, and completing a "Dry Period Funding" agreement with the County Treasurer's Office.

Additional Administration Task highlights accomplished since the last report to LAFCO include:

- Formation of a Standing Financial Subcommittee.
- Refinement of the District's County Assessors roles and exclusion of exempt parcels.
- Adoption of essential District policies.
- Working with District citizens on a variety of septic questions and issues.
- Training and Form 700 Compliance.

Additionally the District Board has made progress toward the technical solution by accomplishing the following steps:

- Several meetings have been held by an ad-hoc Technical Committee.

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 946-0431
losolivoscscd@gmail.com, www.losolivoscscd.com

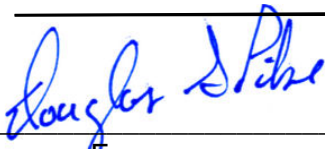
- The District has mapped out draft preliminary technical Options and a strategy for moving forward (Powerpoint presentation attached).
- The District has development of a Three-Month Plan as well as a Three-Year Plan and MS Project Schedule. (Attached).
- The District has revamped the District Website in preparation for public workshops (See www.LosOlivosCSD.com). Public workshops dates are pending, but shall be in the near future.

The Three-Month Plan indicates the tasks to be performed over the near term to be:

- Obtain initial Regulatory Agency input to support the decision-making process. Discuss Local LAMP, funding, environmental scope. This is in progress with initial meetings having been recently held with the RWQCB and County EHS.
- Compile Option cost estimates, draft more complete Financial Plan for various options. Identify potential Funding sources. This is in-work.
- Complete Alternatives Study, Prepare Public Presentation, Confirm Public Outreach Plan and Public Workshops, complete Public Workshop(s).
- Board Define Project, direct details of Project Description, Board Approval of Project Selection & Description.
- Confirm the first steps of the Proposition 218 process and confirm the schedule for the required steps..

Thank you for your continued support of the Los Olivos CSD and our efforts to resolve ground water quality issues through developing an appropriate technical solution for our sewerage needs. If you have any questions, please contact me at (805) 448-7033 or tom.fayram.locsd@gmail.com or Douglas Pike, Interim General Manager, at (805) 331-3553 or dpike@mnsengineers.com.

Sincerely,
Los Olivos CSD



*Interim General
Manager for*

Thomas Fayram
Board of Directors, President

Los Olivos Community Services District



Engineer's Report Benefit Assessment District No. 1

2020/2021 ANNUAL LEVY REPORT

Prepared under the provisions of the Municipal Improvement Act of 1913

Intent Meeting: April 15, 2020

Public Hearing: June 10, 2020

ENGINEER'S REPORT AFFIDAVIT

Establishment of Annual Assessments for Benefit Assessment District No. 1

Los Olivos Community Services District Santa Barbara County, State of California

This Report describes the District including the improvements, budgets, parcels and assessments to be levied for Fiscal Year 2020/2021 as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Santa Barbara County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District.

Pursuant to the provisions of the State Constitution, Part 7.5 of the "Special Assessment Investigation, Limitation and Majority Protest Act of 1931", being Division 4 of the Streets and Highway Code of the State of California, and the Municipal Improvement Act of 1913" being Division 12 of said code, and the Resolution of Intention, adopted by the Board of Directors of the Los Olivos Community Services District (Los Olivos CSD), in connection with the proceedings for Benefit Assessment District No.1 (District), the undersigned respectfully submits the enclosed Report as directed by the Board of Directors.

Dated this 15th day of April 2020.

Water Consultancy
Assessment Engineer
On Behalf of the Los Olivos Community Services District

By:
Lynn Takaichi
R.C.E. #24082

TABLE OF CONTENTS

- I. INTRODUCTION..... 1
 - Background Information..... 1
- II. DESCRIPTION OF THE DISTRICT..... 2
- III. PART A – THE PLANS AND SPECIFICATIONS..... 5
 - General Description of the Improvements 5
 - Improvements and Services Permitted Pursuant to the 1913 Act..... 5
- IV. PART B – THE ZONE BUDGETS..... 7
 - TABLE OF ESTIMATE OF COST 7
- V. PART C – ASSESSMENT DISTRICT DIAGRAM.....8
- VI. PART D - THE METHOD OF APPORTIONMENT.....12
- VII. PART E – ASSESSOR’S PARCEL LIST.....16

I. INTRODUCTION

BACKGROUND INFORMATION

The Los Olivos Community Services District (Los Olivos CSD) was formed by voters in 2018 to provide a funding mechanism for the development, building and operation of facilities necessary to collect and treat wastewater in the unincorporated community of Los Olivos. The Los Olivos Wastewater Reclamation Program (Program) is comprised of four distinct components, each being interdependent and implemented concurrently:

1. Development of Residential Onsite Wastewater Treatment System (OWTS) Requirements
2. Financial Outreach and Assistance for Program Development, Construction and Operation
3. Implementation of a Local Groundwater Monitoring Program; and
4. Phased Collection and Treatment

To implement the Program, Los Olivos CSD has established implementation phases. Due to the large number of very small lots in the Los Olivos Commercial Core, areas of high OWTS density and history of system failures, the Commercial Core (Zoning C-2) was designated as Phase 1. Future phases of adjacent areas will be based on the results of groundwater monitoring.

The purpose of this report is to establish the assessment for each parcel for the 2020/2021 fiscal year. To apportion the estimated costs, 2 zones have been established. Zone 1 will consist of the properties that will be served by the Phase 1 project and Zone 2 will consist of the properties that benefit from the related activities of Los Olivos CSD, as well as any capacity in the Phase 1 facilities reserved for future connections. The parcels in the District are specified in the voter-approved formation ballot (Measure P2018). The benefit assessment shall be levied upon each parcel within the boundaries of each zone and the assessment levied upon each parcel shall be based solely on the benefit received from the respective zone. All of the parcels to be assessed are the listed in Appendix "A".

As required by the Municipal Improvement Act of 1913, this Engineer's Report describes the improvements to be developed, operated, maintained and serviced by the Los Olivos CSD, provides an estimated budget for the facilities and related activities, and lists the proposed assessments to be levied upon each assessable lot or parcel within the District.

The Board of Directors of Los Olivos CSD will hold a Public Hearing on June 10, 2020 to provide an opportunity for any interested person to be heard. At the conclusion of the Public Hearing, the Board of Directors may adopt a resolution confirming the levy of assessments. Following the adoption of this resolution, the final assessor's roll will be prepared and filed with the Santa Barbara County Assessor Division to be included on the FY 2020/2021 tax roll.

II. DESCRIPTION OF THE DISTRICT

This Engineer's Report has been prepared pursuant to the provisions of the 1913 Act "Municipal Improvement Act of 1913", being Division 12 of the Streets and Highway Code of the State of California for the Los Olivos Community Services District, County of Santa Barbara, in connection with the proceedings for:

Los Olivos Community Services District BENEFIT ASSESSMENT DISTRICT No. 1

Hereinafter referred to as the "District", submitted herewith the "Report" consisting of five (5) parts as follows:

PART A: PLANS AND SPECIFICATIONS

This part describes the improvements in the District. Plans and specifications for the improvements have not yet been completed. A project description of the improvements was adopted by Los Olivos CSD on August 14, 2019 and are as set forth on the lists thereof and are on file in the office of the Los Olivos CSD and are incorporated herein by reference.

PART B: ESTIMATE OF COST AND ZONE BUDGETS

This part contains an estimate of the cost of the proposed improvements, including incidental and related costs and expenses in connection therewith, as set forth on the lists thereof, attached hereto, and are on file in the office of the Los Olivos CSD.

Estimate of the costs to develop and construct the wastewater facilities, including incidental costs, as well as the estimate of costs of related activities within the District and its Zones are presented. This budget includes an estimate of anticipated direct capital costs and incidental expenses including, but not limited to administration expenses and the collection of appropriate fund balances to establish an initial maximum assessment to be approved by the property owners of record. The special benefit assessments are based on the overall costs minus any costs that are considered general benefit. The proposed assessments for the first fiscal year (2020/2021), and each subsequent year shall be based on the estimated net annual cost of developing the wastewater facilities, including related activities, servicing the District and Zone improvements for that fiscal year as well as funds to be collected to prudently operate Los Olivos CSD. The proposed maximum assessment (Rate per Equivalent Benefit Unit) identified in the budget of this Report establishes the initial maximum assessment for the District and each Zone in fiscal year 2020/2021 and shall be adjusted annually by the Assessment Range Formula described in the method of apportionment.

PART C: ASSESSMENT DISTRICT DIAGRAM

This part incorporates, by reference, a Diagram of the Assessment District showing the exterior boundaries of the District, the boundaries of any zones within the District, and the lines and dimensions of each lot or parcel of land within the District. This Diagram has been prepared by the Engineer of Work and is on file in the office of the Los Olivos CSD. The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Assessor of the County of Santa Barbara for the year when this Report was

prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

PART D: METHOD OF APPORTIONMENT OF ASSESSMENT

This part describes the method of apportionment of assessments, based upon parcel classification of land within the Assessment District, in proportion to the estimated benefits to be received as established at the time of formation.

PART E: PROPERTY OWNER LIST & ASSESSMENT ROLL

This part contains a list of the Santa Barbara County Assessor's parcel numbers, and the net amount to be assessed upon benefited lands within the Assessment District for FY 2020/2021. The list is keyed to the records of the Assessor of the County of Santa Barbara, which are incorporated herein by reference.

The Board of Directors of Los Olivos CSD will hold a Public Hearing on June 10, 2020 to provide an opportunity for any interested person to be heard. At the conclusion of the Public Hearing, the Board of Directors may adopt a resolution confirming the levy of assessments as originally proposed or as modified. Following the adoption of this resolution, the final Assessor's roll will be prepared and filed with the County Clerk Recorder-Assessor's office to be included on the FY 2020/2021 tax roll.

Payment of the assessment for each parcel will be made in the same manner and at the same time as payments are made for property taxes. All funds collected through the assessment must be placed in a special fund and can only be used for the purposes stated within this Report.

III. PART A – THE PLANS AND SPECIFICATIONS

Plans and specifications for the improvements have not yet been completed. A project description of the improvements was adopted by Los Olivos CSD on August 14, 2019 and are as set forth on the lists thereof and are on file in the office of the Los Olivos CSD and are incorporated herein by reference. When completed, the plans and specifications for the improvements will be on file in the office of Los Olivos CSD.

General Description of the Improvements

The purpose of this District is to provide a funding mechanism for the development, building and operation of facilities necessary to collect and treat wastewater in the unincorporated community of Los Olivos. The Los Olivos Wastewater Reclamation Program (Program) is comprised of four distinct components, each being interdependent and implemented concurrently:

1. Development of Residential Onsite Wastewater Treatment System (OWTS) Requirements
2. Financial Outreach and Assistance for Program Development, Construction and Operation
3. Implementation of a Local Groundwater Monitoring Program; and
4. Phased Collection and Treatment

Detailed maps and descriptions of the location and extent of the specific improvements will be maintained by the Los Olivos CSD are on file in the office of Los Olivos CSD and by reference are made part of this Report. Those portions of the District improvements that may be identified as general benefit or will be funded in whole or in part by other revenue sources as part of the approved development agreements, will not be included as part of the District assessments. The net annual cost to provide and maintain the improvements determined to be of special benefit shall be allocated to each property in proportion to the special benefits received.

Improvements and Services Permitted Pursuant to the Municipal Improvement Act of 1913

As applicable or may be applicable to this District, the 1913 Act defines improvements to mean one or any combination of the following:

- Streets, drainage, sewer and water.
- Electrical lines, conduits and street lights
- Seismic and fire safety.
- Stations and transportation facilities
- Park improvements.

- Land acquisition
- The acquisition of any existing improvement otherwise authorized pursuant to this section.
- Services are limited to what was funded by assessment

Incidental expenses associated with the improvements including, but not limited to:

- The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
- The costs of printing, advertising, and the publishing, posting, and mailing of notices;
- Compensation payable to the County for collection of assessments;
- Compensation of any engineer or attorney employed to render services;

IV. PART B - ESTIMATE OF COSTS AND ZONE BUDGETS

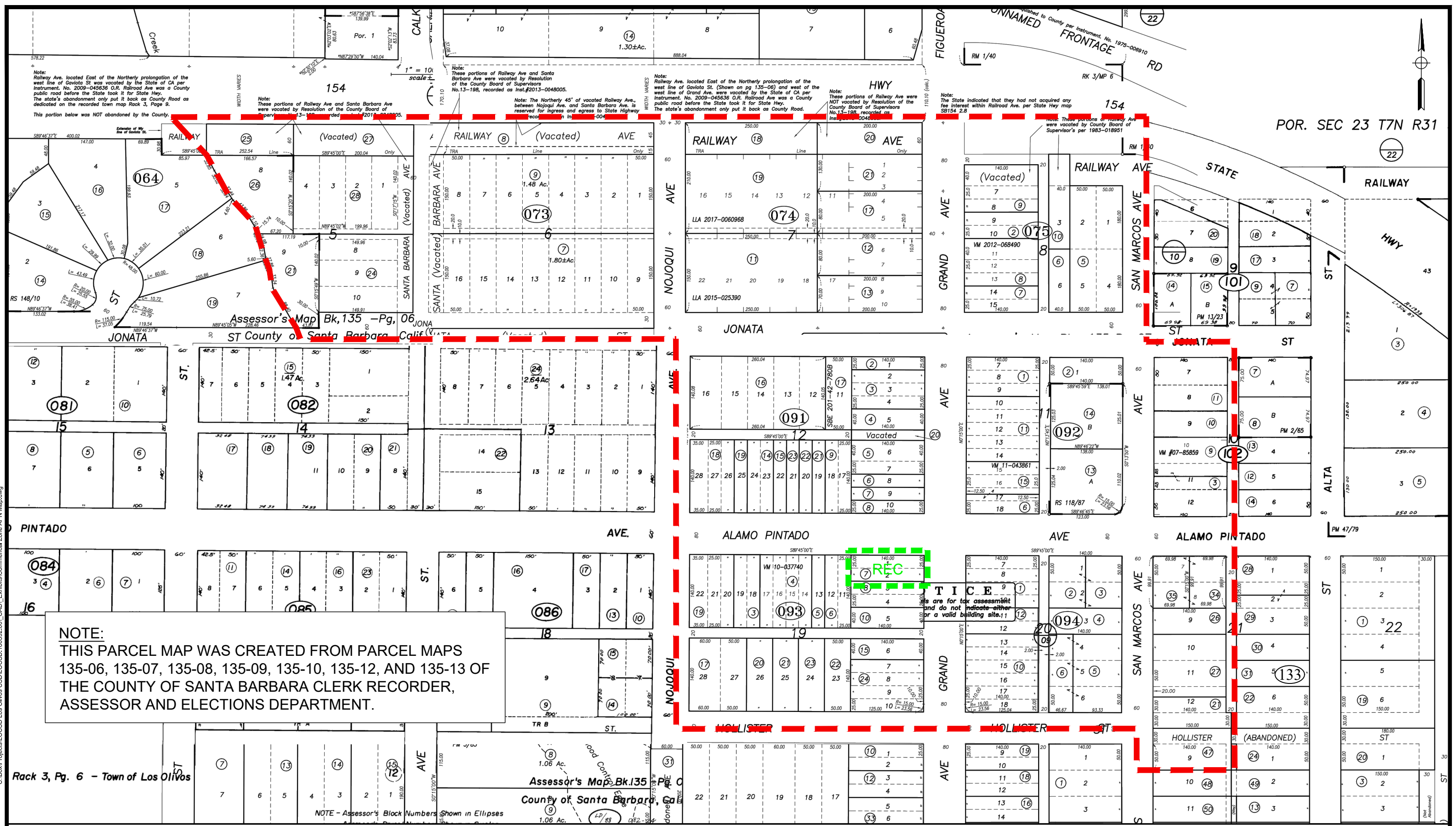
**TABLE OF ESTIMATE OF COST
Fiscal Year 2020/2021**

V. PART C – ASSESSMENT DISTRICT DIAGRAM

The following Zone Diagrams are based on the Santa Barbara County Assessor's Maps and the Santa Barbara County Assessor's information and identify all the parcels of land within the proposed District and its Zones, as the same existed at the time this Report was prepared. The combination of these maps and the Assessment Rolls contained in this Report constitute the District and Zone Assessment Diagrams. The maximum assessment rate, assessment range formula and the proposed assessment amount for each of the existing parcels within the District as described herein, shall be presented to the property owners of record for approval or protest in accordance with the provisions of the California Constitution.

An **Assessment District Diagram** was prepared for the District in the format required by the Municipal Improvement Act of 1913 and is on file at the Los Olivos CSD office and is, by reference, made part of this Report. The Assessment Diagram is available for inspection at the office during normal business hours.

C:\Box\Projects\LOCSD Los Olivos GSD\LOCSD.180392.001_CAD_Exhibits\Commercial Zone APN Map.dwg
Mon 10.Feb.20 04:02:31 PM



NOTE:
THIS PARCEL MAP WAS CREATED FROM PARCEL MAPS
135-06, 135-07, 135-08, 135-09, 135-10, 135-12, AND 135-13 OF
THE COUNTY OF SANTA BARBARA CLERK RECORDER,
ASSESSOR AND ELECTIONS DEPARTMENT.

Rack 3, Pg. 6 - Town of Los Olivos

Assessor's Map Bk. 135 Pg. 06
County of Santa Barbara, California



201 Industrial Way
Buellton, CA 93427
Phone: 805-688-5200
www.mnsengineers.com

LOS OLIVOS PARCEL MAP COMMERCIAL ZONE

VI. PART D – THE METHOD OF APPORTIONMENT

A. General

The method of apportionment described in this Report for allocation of special benefit assessments utilizes commonly accepted engineering practices and have been established pursuant to the 1913 Act and the provisions of the California Constitution. The formulas used for calculating assessments reflects the composition of parcels within the District and the improvements and services provided, to fairly apportion the costs based on the special benefits to each parcel.

B. Proposition 218 Benefit Analyses

In conjunction with the provisions of the 1913 Act, the California Constitution Article XIID addresses several key criteria for the levy of assessments, notably:

Article XIID Section 2d defines District as follows:

“District means an area determined by an agency to contain all parcels which will receive a special benefit from a proposed public improvement or property-related service”;

Article XIID Section 2i defines Special Benefit as follows:

“Special benefit” means a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large. General enhancement of property value does not constitute “special benefit.”

Article XIID Section 4a defines proportional special benefit assessments as follows:

“An agency which proposes to levy an assessment shall identify all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed. The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of the capital cost of a public improvement, the maintenance and operation expenses of a public improvement, or the cost of the property related service being provided. No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel.”

This District was formed to develop and construct wastewater facilities to collect and treat wastewater from the unincorporated community of Los Olivos. These improvements will directly benefit the parcels to be assessed within the District. The assessments and method of apportionment is based on the premise that the assessments will be used to develop and construct wastewater collection and treatment facilities, including related activities and incidental expenses, and the assessment revenues generated by District will be used solely for such purposes.

The costs of the proposed improvements have been identified and allocated to properties within the District based on special benefit. The improvements to be provided by this District and for which properties will be assessed have been identified as an essential component and local amenity that provides a direct reflection and extension of the properties within the District which the property owners and residents have expressed a high level of support.

The method of apportionment (method of assessment) set forth in the Report is based on the premise that each assessed property receives special benefits from the wastewater facilities within the District, and the assessment obligation for each parcel reflects that parcel's proportional special benefits as compared to other properties that receive special benefits.

To identify and determine the proportional special benefit to each parcel within the District, it is necessary to consider the entire scope of the improvements provided as well as the properties that benefit from those improvements. The improvements and the associated costs described in this Report, have been carefully reviewed and have been identified and allocated based on a benefit rationale and calculations that proportionally allocate the net cost of only those improvements determined to be of special benefit to properties within the District. The various public improvements and the associated costs have been identified as either "general benefit" (not assessed) or "special benefit".

Each of the Program components, and the associated costs and assessments, have been carefully reviewed, identified, and allocated based on special benefit pursuant to the provisions of the California Constitution and 1913 Act. The facilities and related program components for which properties will be assessed have been identified as necessary, required and/or desired for the orderly development of the properties within the District to their full potential, consistent with the development plans as approved by the Santa Barbara Department of Planning and Development. As such, these improvements would be necessary and required of individual property owners for the development of such properties and the ongoing operation, servicing and maintenance of these improvements would be the financial obligation of those properties. Therefore, the wastewater facilities are a distinct and special benefit to the properties within the District territory. Any improvement or portion thereof that is considered to be of general benefit shall be funded by other revenue sources and not included as part of the special benefit assessments allocated to properties within the District.

Special Benefit

The method of apportionment (method of assessment) established herein is based on the premise that each assessed parcel within the District receives special benefits from the improvements and the desirability and security of those properties is enhanced by the presence of wastewater collection and treatment facilities in close proximity to those properties.

The special benefits associated with the Program are specifically:

- The Program provides viable wastewater treatment and reclamation to the residents and property owners within Los Olivos CSD that meets public health needs and regulatory requirements of the Regional Water Quality Control Board (RWQCB).
- The Program will address issues related to guidance from the Santa Barbara County Environmental Health Services (County EHS) regarding dwelling expansion, system

failure, need for installation of an advanced treatment system (ATS), existing system maintenance, and other related issues.

- The Program will allow Los Olivos CSD to seek out grants and low interest loans, competitive procurement of select vendors, and consortium-based pricing from service providers.
- The Program will provide a groundwater monitoring network which will allow phased implementation of wastewater facilities based on the data collected.
- For property owners within the Commercial Core which include a large number of small to very small lots, areas of high OWTS density, and a history of system failures, the Program will provide wastewater facilities in Phase 1 of the implementation.
- For properties adjacent to the Commercial Core, the Program will implement future extensions based on the information collected.

All of the preceding special benefits contribute to the desirability of each of the assessed parcels within the District territory and thereby provide a special enhancement of the properties.

Furthermore, it has been determined that the lack of funding to properly develop and construct the wastewater facilities would have a negative impact on the properties within the District.

General Benefit

In reviewing the Program components, the proximity of those improvements to both properties within the District and those outside the District areas as well as the reasons for installing and constructing such improvements, it is evident that the improvements are solely the result of properties within the District area and providing the facilities will directly affect the properties within the District. Although the development and construction of the wastewater facilities are necessary for the properties within the District and may not be required nor necessarily desired by any properties or developments outside the District boundary, any public access or use of the wastewater facilities by others is incidental. Therefore, it has been determined that the wastewater facilities provide no measurable general benefit to properties outside the District territory or to the public at large, but clearly provide distinct and special benefits to properties within the District.

C. Assessment Methodology (to be determined)

The method of apportionment for the District calculates the receipt of special benefit from the respective improvements based on the actual or proposed land use of the parcels within the District. The special benefit received by each lot or parcel is equated to the overall land use of parcels within the District based on the parcel's actual land use or proposed development.

All costs associated with the improvements shall be fairly distributed among the parcels based upon the special benefit received by each parcel. Additionally, in compliance with the California Constitution Article XIID Section 4, each parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred to that parcel. The benefit formula used to determine the assessment obligation is therefore based upon both the improvements that benefit the parcels within the District as well as the proposed land use of each property as compared to other parcels that benefit from those specific improvements.

To identify and determine the special benefit to be received by each parcel and their proportionate share of the improvement costs it is necessary to consider the entire scope of the

planned improvements as well as individual property development within the District. Upon review of the proposed improvements it has been determined that each parcel within the District receives special benefit from all the improvements to be funded by annual assessments for its own development. Based on the planned property development, four zones of benefit are appropriate for the allocation of the assessments and proportional benefit.

Equivalent Benefit Units

VII. PART E – ASSESSOR’S PARCEL LIST

Parcel identification for each lot or parcel within the District is based on available parcel maps and property data from the Santa Barbara County Assessor’s Office at the time the Engineer’s Report was prepared. A listing of the proposed lots and parcels to be assessed within the District along with the assessment amounts is provided herein.

Non-assessable lots or parcels may include but are not limited to public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas that do not generate wastewater, rights-of-way, common areas; landlocked parcels, small parcels vacated by the County, bifurcated lots, and any other property that cannot be developed or has little or no value. These types of parcels are considered to receive little or no benefit from the wastewater facilities and are therefore exempted from assessment.

If any parcel submitted for collection is identified by the County Clerk-Recorder-Assessor to be an invalid parcel number for the fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Clerk-Recorder-Assessor. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate described in this Report as approved by the Board of Directors. Therefore, if a single parcel is subdivided to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.

The following is a list of the parcels and proposed assessment amounts for each of the parcels within the District as determined by the assessment rates and method of apportionment described herein:

From: [Brian O'Neill](#)
To: cachdjian@countyofsb.org; [Freebourn, Susan](#)
Cc: [Doug Pike](#)
Subject: Los Olivos CSD - 2 Feb Meeting follow up
Date: Sunday, February 09, 2020 8:58:53 AM
Attachments: [image003.png](#)
[General Services - Unofficial.pdf](#)
[00 18C117 Mattei's ARCH 2019-05-31 HLAC.pdf](#)
[00 18C117 Mattei's FULL 2019-07-01 HLAC.pdf](#)

Carlo/Susan,

Can't thank you enough for spending as much time with me as you two did Friday.

My hope was that our time together would result in establishing a pleasant working arrangement moving forward. I really feel we made that happen and again enjoyed spending time with you.

Carlo you had asked for a few things including:

- the "unofficial" slide deck I used to guide our discussion
- The graphics from Mattie's Tavern's used for the Historic Commission submittal
- The parcel information surrounding the desired ROW parcel and indicating the vacated (?) parcel to the North.

I believe we were successful in our discussion to identify and eliminate any impacts between the proposed Rails to Trails path thru Los Olivos and the subject property. I completely understand that you will need to validate this with the appropriate folks, but I am confident your results will mirror our discussion.

As far as the ROW is concerned, we discussed the potential of transitioning this property to the District along with touching on the process to make that happen. We also discussed the needs of the General Services/Real Property Division to be the lead entity in this process as we work the tangential efforts through Planning and ultimately to the BOS for final approval.

As requested, I would also appreciate if you could put me in touch with your recommended best contact in the Planning Department to initiate similar proactive communications.

Hopefully, we can continue our discussions to include your Division's required scope, level of effort and rates to support us in this effort.

I look forward to your response and ask that in your anticipated scope you could also prove a summary "Roadmap" of the anticipated process you envision needs to occur to bring this to fruition.

Please reach out to me or Doug Pike, the Districts GM – cc'd here, if you have any questions or need additional information. Happy to help and thanks again.

B

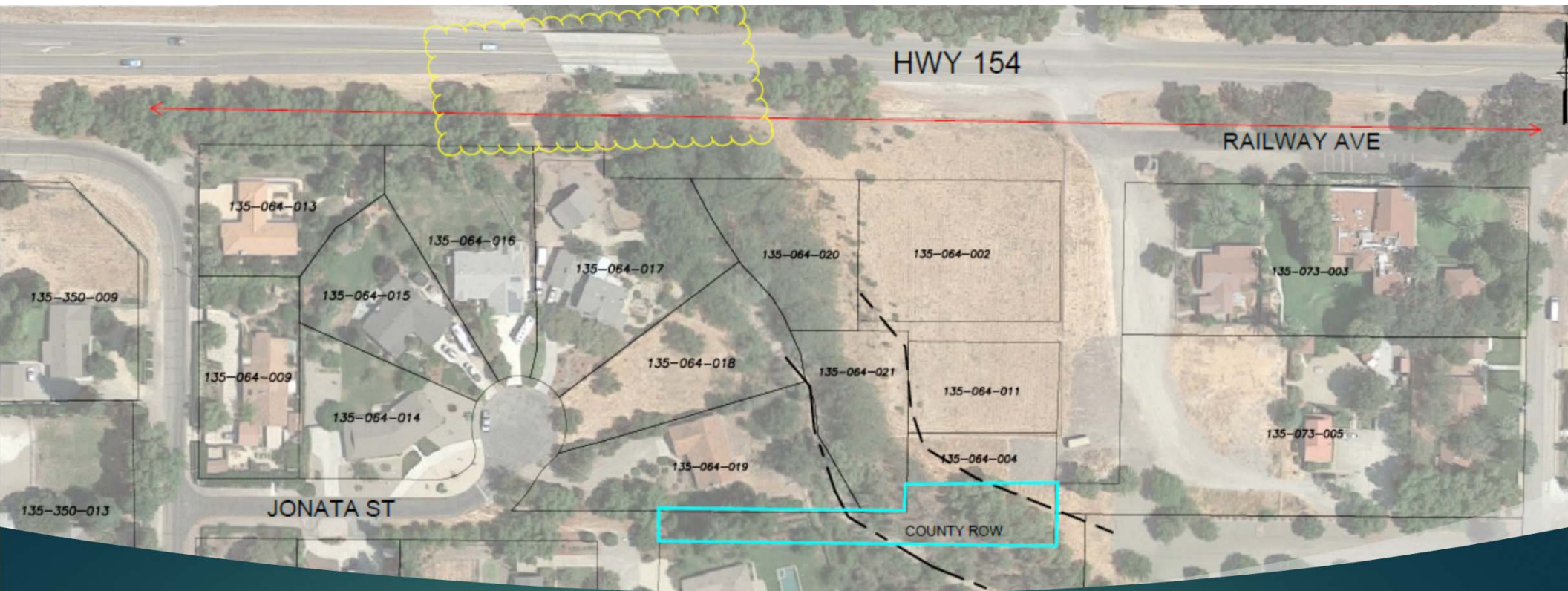
Brian O'Neill
Contracts Manager

Beacon West Energy Group
1145 Eugenia Place, Suite 101
Carpinteria, CA 93013

D: 805-395-9651
C: 805-455-0612
O: 805.324.7973

Brian.oneill@beacon-west.com





County ROW relative to LA-LO Trial

7 February 2020 - Unofficial for Discussion Purposes Only

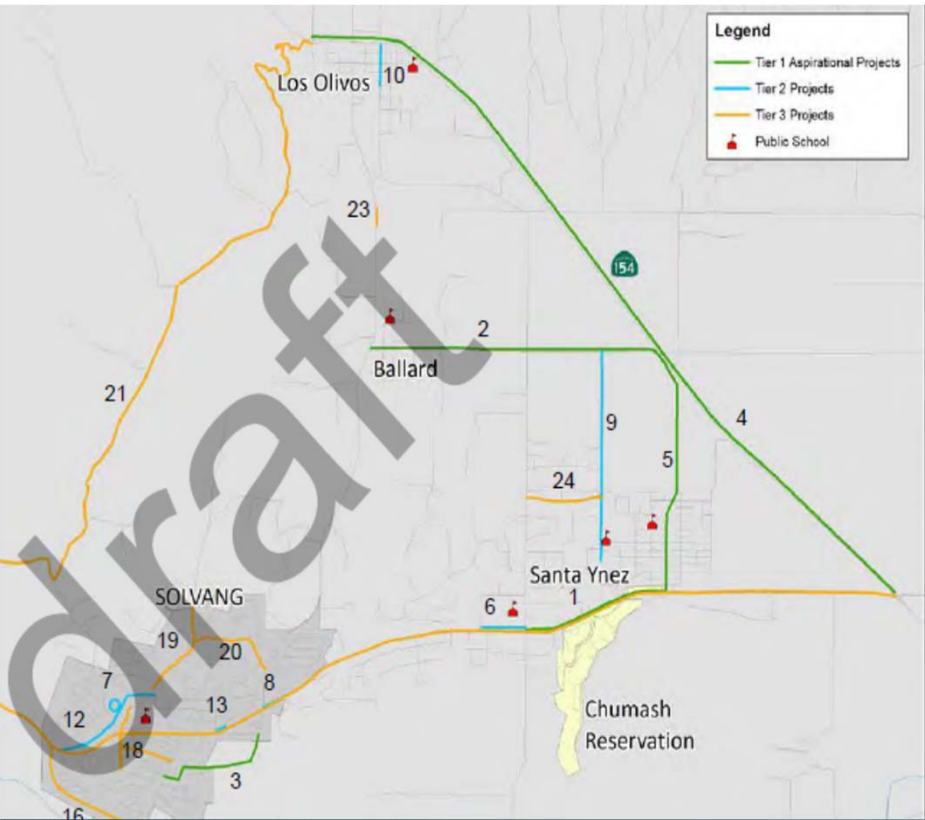


Table 4: Santa Barbara County Projects and Responsibilities

Project Description	Category	Priority	Class	Previously Planned	Cost
Local Projects					
Pine St - Calzada - Santa Ynez Rd bike lanes	Tier 3/School		II	Yes	\$\$
Highway 154 path from Foxen Cyn to Armour Ranch Rd	Tier 3		I	Yes	\$\$\$
→ Multimodal Trail from Los Olivos to Los Alamos	Tier 1	Yes	I	New	\$\$\$\$
Edison Street bike lanes	Tier 3		II	Yes	\$\$
Existing Class I extension to Refugio Road	Tier 2	Yes	I	New	\$\$\$
Calzada Avenue bike lanes	Tier 2	Yes	II/III	New	\$\$
Ballard Canyon Road sharrows/signage	Tier 3		III	New	\$
Ballard Cyn Rd near Croft Lane clear vegetation, add keep right signs, blind corner	Tier 3/Safety		III	New	\$
Samantha Drive signage/sharrows	Tier 3/School		III	New	\$
Connect interrupted bike lanes on Alamo Pintado Rd approx. 1 mile south of Los Olivos	Tier 3		II	New	\$\$
Cuesta sharrows/signage from Sagunto to Willow	Tier 3/School		III	New	\$
Alamo Pintado Avenue signage/sharrows between Gaviota St and Hwy 154	Tier 3/School		III	New	\$
Quail Valley Road intersection improvements	Safety		n/a	New	\$
Multijurisdictional Projects					
Santa Ynez River Trail - Buellton to Solvang	Tier 1	Yes	I	Yes	\$\$\$\$
Formalize Hwy 246 shoulders as bike lanes - Ballard Cyn Rd to Hwy 154	Tier 3		II	New	\$\$\$
Aspirational Projects					
Baseline Avenue bike lanes	Tier 1		II	Yes	\$\$
→ Grand Avenue in Los Olivos bike lanes or signage	Tier 2		II	New	\$\$
Jonata Park Road Path	Tier 3		III	New	\$

7 February 2020 - Unofficial for Discussion Purposes Only

Railroad Alignment

ROAD MAP AHEAD

- ▶ Summary:
 - ▶ Zero impacts to planned trails thru Los Olivos
 - ▶ Critical Project timeline
 - ▶ Project Supported by County
- ▶ Things to Do:
 - ▶ Define relationship with General Services Department
 - ▶ Scope of services & potential fees
 - ▶ Identify Easements, if any
 - ▶ Implement transition of Parcel

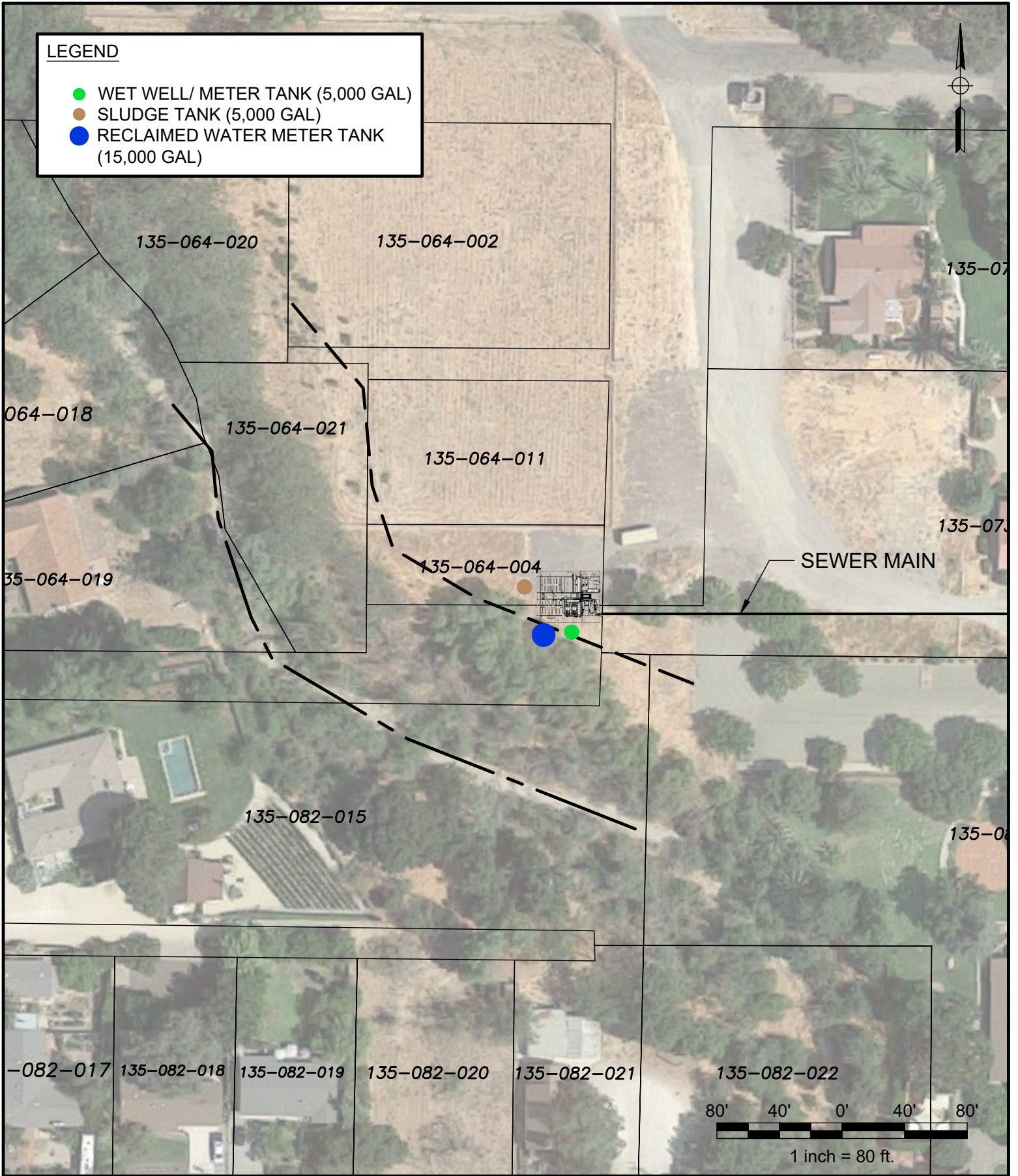
Questions:



7 February 2020 -
Unofficial for
Discussion
Purposes Only

LEGEND

- WET WELL/ METER TANK (5,000 GAL)
- SLUDGE TANK (5,000 GAL)
- RECLAIMED WATER METER TANK (15,000 GAL)



"EXHIBIT C"

**LOS OLIVOS PARCEL MAP
FOR USE IN DEVELOPMENT OF
WASTEWATER TREATMENT PLANT**



201 Industrial Way
Buellton, CA 93427
Phone: 805-688-5200
www.mnsengineers.com

The Inn at Mattei's Tavern joins resort company; 2021 reopening planned

SANTA MARIA TIMES Lisa André Jan 28, 2020 Updated Feb 4, 2020



An architectural rendering shows updates to be made to Mattei's Tavern in Los Olivos. A reopening is planned for 2021. Courtesy of The Inn at Mattei's Tavern



A field next to Mattei's Tavern is part of a plan to develop the historic stagecoach stop in Los Olivos. Len Wood Staff ; A water tank that once served the engines of the narrow-gauge Pacific Coast Railway at Mattei's Tavern is scheduled to be preserved in a plan to develop a bungalow-style boutique hotel at the 133-year-old Los Olivos landmark. Daniel Dreifuss, Staff

A project to develop an upscale cottage-style boutique hotel around Mattei's Tavern in Los Olivos is still alive, with the current owners seeking modifications to the development plan.

[Mattei's Tavern](#), the Santa Ynez Valley's [historic stagecoach stop](#) dating back to 1886, will join the California-based resort company [Auberge Resorts Collection](#), the company has announced.

Mattei's will be part of a group of nearly 20 luxury hotels, residences and clubs across three continents managed by Auberge Resorts, and a reopening is planned for 2021.

Renamed "The Inn at Mattei's Tavern," the newly refreshed property will feature 67 luxury guestroom and cottage-style accommodations on its 6.5-acre lot in downtown Los Olivos.

"Auberge has deep roots in California Wine Country that, along with their reputation as the leader in luxury boutique hospitality, make them the perfect partner to manage The Inn at Mattei's Tavern," said Brian Strange, local owner and managing partner of The Inn at Mattei's Tavern. "The Inn has been welcoming guests for generations, and we are excited to introduce a new Auberge guest experience."

Inn at Mattei's Tavern project moving forward, more modifications sought

- [Mike Hodgson](#)

According to Dan Friedkin, owner and chairman of Auberge Resorts Collection, a new culinary program will be offered at Mattei's, celebrating the seasonal flavors of Los Olivos, from a coffee bar porch to an open-air restaurant with "a county fair energy."

Co-developed by Santa Barbara-based architecture firm [DMHA](#) and [AvroKO](#) of Santa Francisco, The Inn will include an outdoor pool with a poolside bar, cabanas and fire pits, a signature spa, and modern indoor-outdoor event spaces designed for weddings and other special gatherings.

"We are delighted to welcome The Inn at Mattei's Tavern to the Auberge family," said Friedkin. "The Inn is an incredible heritage property located in one of the most pristine and desirable regions of California's Central Coast."

To learn more, visit aubergeresorts.com/matteistavern/

History, future of Mattei's Tavern focus of fundraiser for Sheriff's Benevolent Posse

- [Mike Hodgson](#)

From: [Doug Pike](#)
To: [Brian O'Neill \(brian@onefineserv.com\)](mailto:brian@onefineserv.com)
Subject: 1-23-2020 RWQCB Meeting Notes (DRAFT)
Date: Friday, January 24, 2020 11:37:00 AM

Attending: Doug Pike, IGM, Howard Kolb, RWQCB, Director Brian O'Neill, LOCSA Tech. Committee.

Project Progress Update

1. Contracts Awarded to support Phase 1 Project:
 - SRF Funding Application - Wallace Group (Water Recycling Funding Program)
 - Draft Assessment Engineer's Report - Lynn Takaichi
 - Local District LAMP - Paul Jenzen

2. County EHS Coordination
 - Funding request submitted for:
 - a. WW Load Study
 - b. Geotechnical investigation and Groundwater Quality Monitoring Plan Preparation
 - c. Preliminary Environmental & Preliminary Design

3. Meetings with Mattei's Development Team

Discussed:

1. We discussed the Load study that we hope to complete soon as well as obtain a draft Assessment Engineer's report.
2. Funding Support. Mr. Kolb indicated that Katie McNeill, Grant Coordinator at the District 3 RWQCB, is generally available daily until 3 pm.
3. Goals of Local LAMP. Mr. Kolb asked about the goals of this document, indicating they regarded the County LAMP as the standard and threshold for compliance. Goals of the local LAMP will address some of the nuances associated with being in a "Special Problems Area", as well as address the phased approach to improving Ground water quality. It will also provide the residents within the District more clear direction when addressing questions regarding existing septic system repairs and the threshold for advanced septic in context of the phased approach.
4. Plant Siting. Shared discussions with Mattei's development team and the advantages of our preferred location.
5. Mr. Kolb asked when the District was going to submit Waste Discharge Requirements (WDR's) draft. Director O'Neill indicated the hope was by the end of the calendar year (2020).

Doug Pike, PE

Interim General Manager

Los Olivos CSD

PO BOX 345, LOS OLIVOS CA 93441

(805) 500-4098

MNS Engineers, Inc.

201 Industrial Way, Ste A / Buellton, CA 93427

Direct (805) 697-1416 / Cell (805) 331-3553 (preferred)

dpik@mnsengineers.com

From: [Johnston, Jason](#)
To: [Doug Pike](#)
Cc: [Fay, Lawrence](#); "brian@onefineserv.com"
Subject: RE: Funding Request from Los Olivos CSD
Date: Tuesday, February 04, 2020 3:55:19 PM

Good afternoon Doug,

Conceptually, EHS agrees with the request. In order to develop the contract and Board Letter, we will need a detailed proposal including scope of work, costs, timelines, etc.

We have also been in discussion with the Regional Board as we would like to see this project move forward, and the following are comments from them in regards to your Request For Funding Assistance to EHS. Please consider these comments when developing the detailed proposal.

It would be good to determine groundwater gradient. This might be achieved using existing wells or there may need to be purpose built wells. It would be good to determine water quality up gradient of the high-density OWTS zone and water quality within the high-density zone of the business core. It may be possible to position wells in a manner that the Los Olivos CSD could monitor geochemical evolution along the groundwater flow path. Other recommendations are as follows:

1. develop a hydrogeological conceptual model that is specific to the town of Los Olivos and specific to groundwater quality related to OWTS impacts. This would involve compiling existing hydrogeological reports for the area, well logs, and down well geophysics in order to have a higher resolution understanding of the stratigraphy, aquifer zones, and aquitards in the Los Olivos area. The conceptual model will inform decisions regarding the number of purpose-built wells, the location of these wells, and any other data gaps.
2. To determine baseline groundwater quality, the district should attempt to determine quality at various vertical horizons in the aquifer and most importantly near the top of the water table. The shallow groundwater zones will reflect most recent land use practices and will respond most quickly to changes in management activities. Make an attempt to identify if vertical hydraulic gradients occur that may be drawing contaminated shallow groundwater into deeper zones.
3. Acquiring data specific to this project from only a single well will likely be inadequate for characterizing baseline conditions in groundwater quality. Probably a more cost-effective approach for determining baseline water quality would be to utilize existing wells that have known construction information and collect chemical data from those wells. If they think they need to perform aquifer testing (to determine conductivity, transmissivity, storativity) then they might be better off conducting the pump testing in an existing supply well and spending money to install one or more nearby monitoring wells. Parameters derived from aquifer tests at a single well (without proximal monitoring wells) only provide very near-field parameters and may not provide information on storativity.

Thank you,
Jason Johnston
805-346-7348

www.countyofsb.org/phd/ehs

Confidentiality Notice: This e-mail communication and any attachments may contain confidential and privileged information for the use of the designated recipient(s) named above. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and delete the original message and destroy all copies. *Please consider the environment before printing this email.*

From: Doug Pike [<mailto:dpike@mnsengineers.com>]
Sent: Friday, January 17, 2020 11:52 AM
To: Fay, Lawrence
Cc: Brian O'Neill (brian@onefineserv.com)
Subject: Funding Request from Los Olivos CSD

Caution: This email originated from a source outside of the County of Santa Barbara. Do not click links or open attachments unless you verify the sender and know the content is safe.

Hi Larry,

Happy New Year! The District is looking forward to advancing our project as quickly as possible this year and greatly appreciate the on-going support of County EHS. Attached is a formal request from the District Board for funding assistance as we discussed in our last meeting.

Please call with any questions or if you need any additional info to act on this request.

Many Thanks,

Doug Pike, PE
Los Olivos CSD
Interim General Manager
(805) 331-3553

Report : Financial Status

Selection Criteria: Fund = 3490

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

Last Updated: 2/4/2020 4:57:50 AM

As of: 2/4/2020 (60% Elapsed) Accounting Period: OPEN

Fund 3490 -- Los Olivos CSD

Line Item Account	6/30/2020 Fiscal Year Adjusted Budget	2/4/2020 Year-To-Date Actual	6/30/2020 Fiscal Year Variance	6/30/2020 Fiscal Year Pct of Budget
Revenues				
Taxes				
3066 -- Special Tax Assessment	184,386.00	113,362.25	-71,023.75	61.48 %
Taxes	184,386.00	113,362.25	-71,023.75	61.48 %
Use of Money and Property				
3380 -- Interest Income	0.00	930.43	930.43	--
3381 -- Unrealized Gain/Loss Invstmnts	-57.00	-56.64	0.36	99.37 %
Use of Money and Property	-57.00	873.79	930.79	-1,532.96 %
Revenues	184,329.00	114,236.04	-70,092.96	61.97 %
Expenditures				
Services and Supplies				
7090 -- Insurance	1,850.00	2,209.66	-359.66	119.44 % From FY 2018-19
7324 -- Audit and Accounting Fees	10,000.00	500.00	9,500.00	5.00 %
7430 -- Memberships	3,000.00	1,024.00	1,976.00	34.13 %
7450 -- Office Expense	2,000.00	230.24	1,769.76	11.51 %
7460 -- Professional & Special Service	65,000.00	37,535.71	27,464.29	57.75 % \$14,907 From FY 2018-19
7508 -- Legal Fees	26,500.00	14,621.27	11,878.73	55.17 %
7510 -- Contractual Services	72,000.00	0.00	57,092.25	20.71 %
7530 -- Publications & Legal Notices	1,000.00	39.48	960.52	3.95 %
7732 -- Training	5,000.00	0.00	5,000.00	0.00 %
Services and Supplies	186,350.00	56,160.36	115,281.89	30.14 %
Other Charges				
7894 -- Communication Services	1,500.00	0.00	1,500.00	0.00 %
Other Charges	1,500.00	0.00	1,500.00	0.00 %
Expenditures	187,850.00	56,160.36	116,781.89	29.90 %
Changes to Fund Balances				
Decrease to Restricted				
9797 -- Unrealized Gains	128.00	127.31	-0.69	99.46 %
Decrease to Restricted	128.00	127.31	-0.69	99.46 %
Decrease to Residual Fund Balance				
9601 -- Residual Fund Balance-Inc/Dec	3,464.00	0.00	-3,464.00	0.00 %
Decrease to Residual Fund Balance	3,464.00	0.00	-3,464.00	0.00 %
Increase to Restricted				
9797 -- Unrealized Gains	71.00	70.67	0.33	99.54 %
Increase to Restricted	71.00	70.67	0.33	99.54 %
Changes to Fund Balances	3,521.00	56.64	-3,464.36	1.61 %
Los Olivos CSD	0.00	69,827.32	69,827.32	--
Net Financial Impact	0.00	69,827.32	69,827.32	--

Cash Balance

Fund	Beginning Balance	Month-To-Date Treasury Credits (+)	Month-To-Date Treasury Debits (-)	Ending Balance
3490 -- Los Olivos CSD				
6/1/2019 - 6/30/2019 (FY 2018-19)	112,073.98	189,600.16	184,868.00	116,806.14
7/1/2019 - 7/31/2019 (FY 2019-20)	116,806.14	568.10	14,530.44	102,843.80
8/1/2019 - 8/31/2019 (FY 2019-20)	102,843.80	0.00	0.00	102,843.80
9/1/2019 - 9/30/2019 (FY 2019-20)	102,843.80	0.00	0.00	102,843.80
10/1/2019 - 10/31/2019 (FY 2019-20)	102,843.80	502.03	21,826.18	81,519.65
11/1/2019 - 11/30/2019 (FY 2019-20)	81,519.65	0.00	12,726.68	68,792.97
12/1/2019 - 12/31/2019 (FY 2019-20)	68,792.97	118,021.75	12,772.97	174,041.75
1/1/2020 - 1/31/2020 (FY 2019-20)	174,041.75	428.40	1,799.03	172,671.12
2/1/2020 - 2/4/2020 (FY 2019-20)	172,671.12	0.00	11,695.00	160,976.12



POSTED 2-3-2020

Tom Fayram, President
Lisa Palmer, Vice President
Julie Kennedy, Secretary
Mike Arme, Director
Brian O'Neill, Director

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Finance Committee Meeting, February 7, 2020, 11:00 a.m.
2680 San Marcos Ave., Los Olivos, CA 93441

FINANCE COMMITTEE MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL (Some will attend via phone)

3. APPROVAL OF MEETING MINUTES

Approve minutes from the January 6, 2020 Finance Committee Meeting.

4. 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.

5. 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 (Government Code - 54954.3). 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.

6. INTERIM GENERAL MANAGER REPORT

Interim General Manager Report on current assignments and general Committee business.

7. BUSINESS ITEMS

A. Review and recommend to full Board of Directors payment of invoices to the District.

1. 1-9-2020 Aleshire & Wynder Invoice 54835 (Dec. 15-Dec. 31 Services) \$3843.72
2. 1-9-2020 Aleshire & Wynder Invoice 54836 (Dec. 15-Dec. 31 Supplemental bill for Services) \$106.00
3. 1-20-2020 MNS (December Services) \$5,234.30

B. Review Budget

8. Next Meeting:

Friday, March 6, 2020 11:00 a.m., MNS Engineers, 201 Industrial Way, Ste A, Buellton, CA 93427

9. ADJOURNMENT

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 805.946.0431 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.



POSTED 1-3-2020

Tom Fayram, President
Lisa Palmer, Vice President
Julie Kennedy, Secretary
Mike Arme, Director
Brian O'Neill, Director

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Finance Committee Meeting, January 6, 2020, 11:00 a.m.
201 Industrial Way, Ste A, Buellton, CA 93427

FINANCE COMMITTEE MEETING AGENDA

1. CALL TO ORDER – Meeting called to order at 11:03am

2. ROLL CALL (Some will attend via phone)

Directors Palmer & Kennedy present along with IGM Pike

3. APPROVAL OF MEETING MINUTES

Approve minutes from the December 6, 2019 Finance Committee Meeting.

Action: Approve Minutes of December 6, 2019 Finance Committee

Motion: Director Palmer Second: Director Kennedy

Vote: 3-0

4. 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 Director Comments

5. 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 (Government Code - 54954.3). 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 Public Comments

6. INTERIM GENERAL MANAGER REPORT

Interim General Manager Report on current assignments and general Committee business.

7. BUSINESS ITEMS

A. Review and recommend to full Board of Directors payment of invoices to the District.

1. January 2020 Aleshire & Wynder (Dec 15-31 Services) \$ (Pending – will bring to meeting if received)

No Action – item will be brought back to committee in February

2. 12-20-2019 MNS (November Billings) \$4,500.00

Action: Approve MNS 12-20-19 Invoice for Payment

Motion: Director Kennedy Second: Director Palmer

Vote: 3-0

B. Review Budget: See draft budget report spreadsheet

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 946-0431

losolivoscscd@gmail.com, www.losolivoscscd.com

8. Next Meeting:

Friday, January 9, 2019, 9:00 a.m., MNS Engineers, 201 Industrial Way, Ste A, Buellton, CA 93427

9. ADJOURNMENT

Action: Adjourn Meeting at 11:30am

Motion: Director Palmer Second: Director Kennedy

Vote: 3-0

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 805.946.0431 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.

APPROVED

Tom Fayram, President

ATTEST

Julie Kennedy, Secretary



**ALESHIRE &
WYNDER** LLP
ATTORNEYS AT LAW

ORANGE COUNTY | LOS ANGELES | RIVERSIDE | CENTRAL VALLEY

Eileen Lee
eelee@awattorneys.com

18881 Von Karman Avenue,
Suite 1700
Irvine, CA 92612
P (949) 223.1170
F (949) 223.1180

AWATTORNEYS.COM

January 9, 2020

VIA EMAIL ONLY to dpike@mnsengineers.com

Mr. Doug Pike, Interim General Manager
Los Olivos Community Services District
P.O. Box 345
Los Olivos, CA 93441

Re: **January 2020 Billing Statements (for services through 12/31/19);
Aleshire & Wynder, LLP**

Dear Doug:

Enclosed please find Aleshire & Wynder's billing statements for the month of January. Please note: For year-end purposes, last month's December bills covered a shortened service period (11/1/19 – 11/14/19). The enclosed January Bills include the remaining billed services from November 15, 2019, through December 31, 2019.

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

Sincerely,

ALESHIRE & WYNDER, LLP

Eileen Lee *for*
G. Ross Trindle, III

Enclosures

LOS OLIVOS COMMUNITY SERVICES DISTRICT (01245) MONTHLY BILLING SUMMARY

Billing Period: November 15 thru December 31, 2019

	Total Hours	Hourly Rate	Total Fees	Total Costs	Total Fees & Costs	Writeoff Value	Comments
0001 General (\$190 Blended: Atty / Paralegal / Law Clerk)	18.60	190	3,534.00	309.72	3,843.72	0.00	(Advisory/Transactional Svcs)
0011 Reimbursable (\$265 Partner & Of Counsel / \$215 Associate)	0.40	265	106.00	0.00	106.00	0.00	(Reimbursable Svcs)
TOTALS:	19.00		3,640.00	309.72	3,949.72	0.00	



**ALESHIRE &
WYNDER** LLP
ATTORNEYS AT LAW

Orange County
18881 Von Karman Ave., Suite 1700
Irvine, CA 92612
P 949.223.1170 • F 949.223.1180
awattorneys.com

Federal Tax ID: 55-0814676

Los Olivos Community Services District
Attn: Mr. Doug Pike, Interim General Manager
2540 Alamo Pintado Avenue
Los Olivos, CA 93441

January 9, 2020
Bill No. 54835

For Legal Services Rendered Through 12/31/19

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

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
11/18/19	WGA	(COUNTY GENERAL PLAN) ANALYZE BACKGROUND MATERIALS TO DETERMINE WHETHER DISTRICT MUST COMPLY WITH COUNTY ZONING CODE; DRAFT COVER EMAIL RE SAME	1.10	209.00
	GRT	(COUNTY GENERAL PLAN) REVIEW OF PRELIMINARY RESEARCH AND ANALYSIS RE REQUIREMENT OF WASTEWATER SOLUTION/PROJECT WITH COUNTY GENERAL PLAN AND ORDINANCES; CONDUCT FOLLOW UP LEGAL RESEARCH RE SAME; DRAFT TRANSMITTAL TO IGM AND BOARD RE ANALYSIS; UPDATE FILE	0.70	133.00
11/19/19	GRT	(PROPOSITION 218) REVIEW OF EMAIL INQUIRY FROM PRESIDENT FAYRAM RE PROPOSITION 218 PROCESS AND STRUCTURING OF PHASES FOR BENEFIT ASSESSMENT ENGINEERING REPORT; COMMENCE DRAFTING DETAILED RESPONSE AND GUIDANCE FOR PROPOSITION 218 PROCESS	0.70	133.00
	GRT	(PROPOSITION 218) COMPLETE DRAFTING DETAILED RESPONSE AND GUIDANCE FOR PROPOSITION 218 PROCESS	0.20	38.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
11/20/19	WGA	(PAUL JENZEN AGREEMENT) ANALYZE PROPOSALS SUBMITTED TO DISTRICT; DRAFT AGREEMENT FOR LOCAL AGENCY MANAGEMENT PLAN DRAFTING	0.80	152.00
	WGA	(SRF LOAN APPLICATION AGREEMENT) ANALYZE PROPOSALS SENT TO DISTRICT; DRAFT AGREEMENT FOR SRF LOAN APPLICATION GRANT WRITING	0.60	114.00
	WGA	(ASSESSMENT ENGINEERING SERVICES AGREEMENT) ANALYZE PROPOSALS SENT TO DISTRICT; DRAFT AGREEMENT FOR ASSESSMENT ENGINEERING SERVICES	0.40	76.00
12/02/19	GRT	(PROFESSIONAL SERVICES AGREEMENTS) DRAFT BRIEF FOLLOW UP EMAIL INQUIRY TO IGM RE SELECTION AND RECOMMENDATIONS BY TECHNICAL COMMITTEE RE GRANT WRITING CONTRACT AGREEMENT AND BENEFIT ENGINEERING AGREEMENT	0.10	19.00
12/03/19	GRT	(PSA - GRANT WRITING) RECEIPT AND REVIEW OF TRANSMITTAL FROM IGM RE TECHNICAL COMMITTEE RECOMMENDATION FOR PROFESSIONAL SERVICES AGREEMENT AWARD; DIRECT FOLLOW UP RE DRAFTING OF AGREEMENT; DRAFT ACKNOWLEDGEMENT TO IGM RE SAME	0.20	38.00
	GRT	(PSA - LAMP) RECEIPT AND REVIEW OF TRANSMITTAL FROM IGM RE TECHNICAL COMMITTEE RECOMMENDATION FOR PROFESSIONAL SERVICES AGREEMENT AWARD; DIRECT FOLLOW UP RE DRAFTING OF AGREEMENT; DRAFT ACKNOWLEDGEMENT TO IGM RE SAME	0.20	38.00
	GRT	(PSA - BENEFIT ENGINEER) RECEIPT AND REVIEW OF TRANSMITTAL FROM IGM RE TECHNICAL COMMITTEE RECOMMENDATION FOR PROFESSIONAL SERVICES AGREEMENT AWARD; DIRECT FOLLOW UP RE DRAFTING OF AGREEMENT; DRAFT ACKNOWLEDGEMENT TO IGM RE SAME	0.20	38.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
	GRT	(BOARD AGENDA) BRIEF EMAIL EXCHANGE WITH PRESIDENT FAYRAM, VICE PRESIDENT PALMER, AND IGM RE AGENDA ITEM FOR DISCUSSION AND AUTHORIZATION FOR BOARD PRESIDENT TO SPEAK ON BEHALF OF DISTRICT TO LAFCO RE DISTRICT'S CURRENT PROGRESS	0.20	38.00
12/04/19	WGA	(ASSESSMENT ENGINEERING SERVICE AGREEMENT) CONTINUE DRAFTING AGREEMENT FOR ENGINEERING SERVICES, BASED ON PROPOSAL PROVIDED BY STAFF; REVIEW AND REVISE SAME	1.40	266.00
	WGA	(SRF GRANT WRITING SERVICES AGREEMENT) CONTINUE DRAFTING AGREEMENT FOR GRANT WRITING SERVICES, BASED ON PROPOSAL PROVIDED BY CITY STAFF; REVIEW AND REVISE SAME	1.10	209.00
	WGA	(PAUL JENZEN AGREEMENT) CONTINUE DRAFTING AGREEMENT FOR LAMP DRAFTING SERVICES BASED ON PROPOSAL PROVIDED BY CITY STAFF; REVIEW AND REVISE SAME	1.00	190.00
12/05/19	WGA	(PAUL JENZEN AGREEMENT) DRAFT STAFF REPORT IN SUPPORT OF CONTRACT FOR LAMP DRAFTING SERVICES; REVIEW AND REVISE SAME	1.20	228.00
	GRT	(REGULAR MEETING AGENDA) BRIEF EMAIL EXCHANGE RE AGENDA ITEM FOR RESPONSE TO PRIOR PUBLIC COMMENT AND ABILITY OF DIRECTORS TO US AGENDA ITEMS AND DIRECT COMMENTS TO PROVIDE MORE SUBSTANTIVE RESPONSES OUTSIDE OF PUBLIC COMMENT PERIOD	0.20	38.00
	GRT	(AGREEMENT - LAMP) COMPLETE REVIEW AND REVISIONS TO PROFESSIONAL SERVICES AGREEMENT RE DRAFTING OF LOCAL DISTRICT LAMP	0.30	57.00
	GRT	(AGREEMENT - GRANT SERVICES) COMPLETE REVIEW AND REVISIONS TO PROFESSIONAL SERVICES AGREEMENT RE GRANT WRITING SERVICES	0.30	57.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
	GRT	(AGREEMENT - BENEFIT ENGINEERING) COMPLETE REVIEW AND REVISIONS TO PROFESSIONAL SERVICES AGREEMENT RE GRANT WRITING SERVICES	0.30	57.00
	GRT	(REGULAR MEETING AGENDA) DRAFT STAFF REPORT FOR PSA RE LAMP DRAFTING; DRAFT TRANSMITTAL TO IGM RE ALL PROFESSIONAL SERVICES AGREEMENTS, STAFF REPORT FOR LAMP DRAFTING, AND NOTES RE ALL TO FINALIZE AND INCLUDE WITH AGENDA PACKETS	0.40	76.00
12/10/19	GRT	(REGULAR BOARD MEETING) INITIAL TRAVEL TIME FOR REGULAR MEETING [SPLIT WITH IVCSO]	1.90	361.00
12/11/19	GRT	(REGULAR BOARD MEETING) COMPLETE PREPARATION FOR AND ATTEND REGULAR BOARD MEETING	3.30	627.00
12/12/19	GRT	(REGULAR BOARD MEETING) RETURN FROM REGULAR BOARD MEETING (SPLIT WITH IVCSO)	1.80	342.00
Total Professional Services			18.60	\$3,534.00

PROFESSIONAL SERVICES SUMMARY

Code	Name	Hours	Rate	Amount
WGA	William G. Ash	7.60	190.00	1,444.00
GRT	George "Ross" Trindle	11.00	190.00	2,090.00
Total Professional Services		18.60		\$3,534.00

DISBURSEMENTS

Date	Description	Amount
12/10/19	MILEAGE TO/FROM 14O5500-(TO 970 EMBARCADERO DEL MAR, BOARD MTNG, SPLIT W/ 01233.0001, 11/12/19);Check#31117 - G. Ross Trindle, III	46.98
12/10/19	MILEAGE TO/FROM 14O5500-(IVCSO TO LOCSD, BOARD MTNG [1st HALF OF TRIP], 11/12/19);Check#31117 - G. Ross Trindle, III	21.29

Client: 01245 - Los Olivos Community Services District
 Matter: 0001 - General

January 9, 2020
 Page 5

DISBURSEMENTS

Date	Description	Amount
12/10/19	MEALS / ENTERTAINMENT 14O5500-(FIRESTONE WALKER, DINNER, BUELLTON, 11/13/19);Check#31117 - G. Ross Trindle, III	20.24
12/10/19	MILEAGE TO/FROM 14O5500-(LOCSD TO IVCSO, BOARD MTNG, [2nd HALF OF TRIP], 11/14/19);Check#31117 - G. Ross Trindle, III	21.29
12/10/19	MILEAGE TO/FROM 14O5500-(IVCSO TO RIV OFFICE, [2nd HALF OF TRIP], SPLIT W/ 01233.0001, 11/14/19);Check#31117 - G. Ross Trindle, III	46.98
12/10/19	TRAVEL EXPENSE 14O5500-(HOTEL, BUELLTON, [SPLIT W/ 01233.0001], 11/13/19);Check#31117 - G. Ross Trindle, III	152.94
Total Disbursements		\$309.72

Receipts Since Last Bill

Prior Balance On This Matter -8,113.47

Date	Description	Total Applied to this Matter
12/05/19	SANTA BARBARA COUNTY (EFT)	8,113.47
Less Total Payments		\$8,113.47
Current Matter Due Amount		\$5,643.25

CURRENT BILL TOTAL AMOUNT DUE

\$3,843.72

Balance Forward:

9,913.00

Payments & Adjustments:

-8,113.47

Total Due:

\$5,643.25



HAMPTON INN & SUITES BUELLTON/SANTA YNEZ VALLEY
 600 MCMURRAY RD
 BUELLTON, CA 93427
 United States of America
 TELEPHONE 805-686-1555 • FAX 805-686-0898
 Reservations
 www.hilton.com or 1 800 HILTONS

TRINDLE, G

Room No: 330/NKRU
 Arrival Date: 11/12/2019 2:13:00 PM
 Departure Date: 11/14/2019 12:31:00 PM
 Adult/Child: 1/0
 Cashier ID: ROGU
 Room Rate: 134.09
 AL:
 HH # 629895263 DIAMOND
 VAT #
 Folio No/Che 84292 A

Confirmation Number: 80268004

HAMPTON INN & SUITES BUELLTON/SANTA YNEZ VALLEY 11/14/2019
 12:31:00 PM

DATE	REF NO	DESCRIPTION	CHARGES
11/12/2019	203583	GUEST ROOM	\$134.09
11/12/2019	203583	OCCUPANCY TAX	\$16.09
11/12/2019	203583	TBID	\$2.50
11/12/2019	203583	CA TOURISM ASSESMENT	\$0.26
11/13/2019	203725	GUEST ROOM	\$134.09
11/13/2019	203725	OCCUPANCY TAX	\$16.09
11/13/2019	203725	TBID	\$2.50
11/13/2019	203725	CA TOURISM ASSESMENT	\$0.26
11/14/2019	203802	AX *1000	(\$305.88)
BALANCE			\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 5,700 hotels and resorts in 113 countries, please visit Honors.com

CREDIT CARD DETAIL

APPR CODE	209442	MERCHANT ID	3343897716
CARD NUMBER	AX *1000	EXP DATE	12/22
TRANSACTION ID	203802	TRANS TYPE	Sale

01245-0001 - \$152.94

Please return this page with remittance

to
Aleshire & Wynder, LLP

Bill Number: 54835
Bill Date: January 9, 2020
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0001
Matter Name: General

Total Professional Services	3,534.00
Total Disbursements	309.72
CURRENT BILL TOTAL AMOUNT DUE	<u>\$3,843.72</u>
Balance Forward:	9,913.00
Payments & Adjustments:	-8,113.47
Total Due:	<u><u>\$5,643.25</u></u>

Amount enclosed: _____

Thank You



**ALESHIRE &
WYNDER LLP**
ATTORNEYS AT LAW

Orange County
18881 Von Karman Ave., Suite 1700
Irvine, CA 92612
P 949.223.1170 • F 949.223.1180
awattorneys.com

Federal Tax ID: 55-0814676

Los Olivos Community Services District
Attn: Mr. Doug Pike, Interim General Manager
2540 Alamo Pintado Avenue
Los Olivos, CA 93441

January 9, 2020
Bill No. 54836

For Legal Services Rendered Through 12/31/19

CLIENT: 01245 - Los Olivos Community Services District
MATTER: 0011 - Reimbursable

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
11/20/19	GRT	(PROFESSIONAL SERVICES AGREEMENTS) DRAFT EMAIL INQUIRY TO IGM RE SELECTION AND RECOMMENDATIONS BY TECHNICAL COMMITTEE RE GRANT WRITING CONTRACT AGREEMENT AND BENEFIT ENGINEERING AGREEMENT	0.40	106.00
Total Professional Services			<u>0.40</u>	<u>\$106.00</u>

PROFESSIONAL SERVICES SUMMARY

Code	Name	Hours	Rate	Amount
GRT	George "Ross" Trindle	0.40	265.00	106.00
Total Professional Services		<u>0.40</u>		<u>\$106.00</u>

CURRENT BILL TOTAL AMOUNT DUE

	<u>\$106.00</u>
Balance Forward:	0.00
Payments & Adjustments:	-0.00
Total Due:	<u><u>\$106.00</u></u>

Please return this page with remittance

to
Aleshire & Wynder, LLP

Bill Number: 54836
Bill Date: January 9, 2020
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0011
Matter Name: Reimbursable

Total Professional Services	106.00
Total Disbursements	0.00
CURRENT BILL TOTAL AMOUNT DUE	<u>\$106.00</u>
Balance Forward:	0.00
Payments & Adjustments:	-0.00
Total Due:	<u>\$106.00</u>

Amount enclosed: _____

Thank You



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

ENGINEERING
PLANNING
SURVEYING
CONSTRUCTION MANAGEMENT

January 20, 2020
Project No: LOCS.D.180392.00
Invoice No: 74351

Los Olivos Community Services District
P.O. Box 553
Los Olivos, CA 93441

Principal Jeffrey Edwards
Project Manager Douglas Pike
Project LOCS.D.180392.00 General Manager Services

Professional Services for the Period: December 01, 2019 to December 31, 2019

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount	
Project Management				
Project Coordinator	1.50	105.00	157.50	
District Manager	20.00	200.00	4,000.00	
Totals	21.50		4,157.50	
Total Labor				4,157.50

Reimbursable Expenses

Lombardi, Emma				
10/22/2019	Lombardi, Emma	AMAZON MARKEPLACE NA - PA	66.78	
	Total Reimbursables	1.15 times	66.78	76.80
		Level 2 Subtotal		\$4,234.30

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount	
General Consulting/Requested				
Assistant Engineer	8.00	125.00	1,000.00	
Totals	8.00		1,000.00	
Total Labor				1,000.00
		Level 2 Subtotal		\$1,000.00

Current Invoice Amount \$5,234.30

Outstanding Invoices

Number	Date	Balance
73947	11/29/2019	7,195.00
74206	12/20/2019	4,500.00
Total		11,695.00

Billing Backup

Monday, February 03, 2020

MNS Engineers, Inc.

Invoice 74351 Dated 1/20/2020

7:15:19 PM

Project	LOCS.D.180392.00	General Manager Services
Level 2	TASK01	District Management

Professional Personnel

			Hours	Rate	Amount
Project Management					
Project Coordinator					
Zepeda, Mary	12/11/2019		1.50	105.00	157.50
Prepare Binders for Regular Meeting (12/11/19)					
District Manager					
Pike, Douglas	12/2/2019		1.00	200.00	200.00
FIN Reports and invoices (1)					
Pike, Douglas	12/3/2019		2.00	200.00	400.00
Finance Comm. Mtg. Agenda (1)					
Communications to Wallace Group, Water Consultancy and Paul Jenzen (1)					
Pike, Douglas	12/4/2019		1.00	200.00	200.00
Assemble proposals and agreements for consultant award and contract					
Pike, Douglas	12/6/2019		2.00	200.00	400.00
Finance Committee Meeting (1)					
Regular Meeting Agenda (1)					
Pike, Douglas	12/9/2019		4.00	200.00	800.00
Board Packet Prep (2 hrs)					
Larry Fay and Jason Johnston Mtg Prep and Mtg (2 hr)					
Pike, Douglas	12/11/2019		5.50	200.00	1,100.00
County EHS Meeting Minutes (.5 hr)					
Los Olivos CSD ROW (1)					
Board Meeting and Prep (4)					
Pike, Douglas	12/17/2019		1.00	200.00	200.00
Consultance insurance language review communications with SDRMA (.5)					
Larry Fay Draft \$ request letter (.5)					
Pike, Douglas	12/20/2019		1.50	200.00	300.00
Contracts to Consultants, FIN communications					
Pike, Douglas	12/23/2019		1.50	200.00	300.00
Contracts to Consultants, ROW communications.					
Pike, Douglas	12/31/2019		.50	200.00	100.00

Proposed Meeting Calendar (.5)

Fully executed agreement Return to Water Consultancy (.5)

Totals	21.50	4,157.50	
Total Labor			4,157.50

Level 2 Subtotal	\$4,234.30
-------------------------	-------------------

Level 2 TASK02 Engineering Tasks

Professional Personnel

		Hours	Rate	Amount
General Consulting/Requested				
Assistant Engineer				
Madrigal, Josh	12/3/2019	3.00	125.00	375.00
Started exhibit for WWTP route planning				
Madrigal, Josh	12/5/2019	2.00	125.00	250.00
Continued WWTP exhibit planning and research.				
Madrigal, Josh	12/6/2019	2.00	125.00	250.00
Continued WWTP exhibit				
Madrigal, Josh	12/9/2019	1.00	125.00	125.00
Emailed Santa Ynez River Water Conservation District about water atlas needs and finished and created pdf of exhibit to show them				
Totals		8.00		1,000.00
Total Labor				1,000.00

Level 2 Subtotal	\$1,000.00
-------------------------	-------------------

Project Total	\$5,234.30
----------------------	-------------------

Total this Report	\$5,234.30
--------------------------	-------------------



Final Details for Order #114-7386866-7073037

Order Placed: October 22, 2019
PO number : LOCSD.180392.00
Amazon.com order number: 114-7386866-7073037
Seller's order number: 2081827
Order Total: \$66.78

Shipped on October 23, 2019	
Items Ordered	Price
2 of: Avery 12-Tab Binder Dividers, Easy Print & Apply Clear Label Strip, Index Maker, White Tabs, 5 Sets (11437) Sold by: OfficeWorld Store (seller profile) Condition: New	\$30.99
Shipping Address: KENT YANKEE MNS ENGINEERS INC 201 INDUSTRIAL WAY STE A BUELLTON, CA 93427-9570 United States	Item(s) Subtotal: \$61.98 Shipping & Handling: \$0.00 ----- Total before tax: \$61.98 Sales Tax: \$4.80 -----
Shipping Speed: Two-Day Shipping	Total for This Shipment: \$66.78 -----

Payment Information	
Payment Method: American Express Last digits: 2005	Item(s) Subtotal: \$61.98 Shipping & Handling: \$0.00 -----
Billing Address: MNS Engineers, Inc. - Emma Lombardi 201 N CALLE CESAR CHAVEZ STE 300 SANTA BARBARA, CA 93103-3256 United States	Total before tax: \$61.98 Estimated tax to be collected: \$4.80 ----- Grand Total: \$66.78

To view the status of your order, return to [Order Summary](#).