

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 8-20-2023

REGULAR MEETING

August 24, 2023, 6PM (PDT)

The Los Olivos Grange Hall

2374 Alamo Pintado Ave, Los Olivos CA 93441

Please observe decorum and instructions from the President

This meeting will be held both in-person and electronically via Zoom meetings. In-person the meeting will be held at the following location:

The Los Olivos Grange Hall - 2374 Alamo Pintado Ave, Los Olivos, CA 93441

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

On Zoom:

<https://us06web.zoom.us/j/82515801920?pwd=VHFQd1VDZUVucFZXZEVEEdVhzVjhhOT09>

By Phone:

Meeting ID: 825 1580 1920 Passcode: 378600

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

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MEETING AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENT**

Members of the public may address the Board of Directors on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to a maximum of 3 minutes. Due to the requirements of the Ralph M. Brown Act, the District cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

INFORMATIONAL ITEM:

Per public request, a brief report from the General Manager that conveys District status and updates is being added at the beginning of the agenda. This status report may touch on key items in the project plan or schedule. The General Manager will leave other detailed reporting, including budgetary reporting until the end of the meeting.

This item is informational only, no action will be taken, and public comment not received.

- 5. GENERAL MANAGER'S DISTRICT STATUS REPORT**

ADMINISTRATIVE ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Board. Matters listed on the Administrative Agenda will be read only on the request of a member of the Board, in which event the matter may be removed from the Administrative Agenda and considered as a separate item.

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6. APPROVALS

A. APPROVAL OF MEETING MINUTES

Regular Meeting Minutes of July 12, 2023.

B. APPROVAL PAYMENT OF INVOICES RECEIVED BY JULY 26, 2023.

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

No.	Invoice Date	Invoice #	Provider	Amount
1	5/15/2023	2081049	Stantec – Mapping Services	\$ 1,303.50
2	5/31/2023	36702	Moss, Levy & Hartzheim, LLP – Audit Services	\$ 280.00
3	6/5/2023	71662	Aleshire & Wynder – Legal Services (May)	\$ 1,716.00
4	6/8/2023	2088936	Stantec – Mapping Services	\$ 712.50
5	7/13/2023	77497	Aleshire & Wynder – Legal Services (June)	\$ 3,388.00
6	7/26/2023	20237	Savage – General Manager and District Services	\$ 6,393.74

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 7,775.00

BUSINESS ITEMS:

7. CONSIDERATION OF A HYBRID WASTEWATER COLLECTION AND TREATMENT APPROACH FOR THE LOCSD – INCLUDING A REEXAMINATION OF IMPLEMENTATION ZONES

The Technical Subcommittee of the Board of Directors will present a hybrid approach they developed regarding the collection and treatment of wastewater. The hybrid approach includes the use of gravity-fed collection; Septic Tank Effluent Pump (STEP) collection and treatment; and advanced on-site collection, treatment and disposal. The approach used depends on the location of the parcel. The approach also includes a fresh look at implementation zones. The Technical Subcommittee developed approach was developed following the consideration and discussion of: (1) collection, treatment, and disposal options previously discussed or researched (2) secondary and tertiary treatment options and locations, (3) input from the public including the January public workshop, (4) input from individuals who have commented at the Board on specific approaches they believe would be best, (5) an examination of lot sizes, and (5) the work previously completed by consultants to the LOCSD (particularly work done by REGEN and Stantec, but including others such as AECOM, Confluence ES, and GSI).

8. DISCUSSION RELATED TO THE ENGAGEMENT OF WATER FINANCE EXCHANGE FOR EITHER RECEIPT OF FUNDS OR STAFF AUGMENTATION

Water Finance Exchange (WaterFX or WFX) will present two options to the Board of Directors for consideration. The presentation will describe WFX’s approach to (1) providing “seed” funds for early technical study and (2) a staff augmentation approach. Direction to staff is being sought on which, if any, of the approaches should be pursued. Discussion may include how best to use seed funding from WFX, including additional examination of collection and treatment approaches.

9. CONSIDERATION OF RESOLUTION 23-03 – APPROPRIATIONS LIMIT FOR FY 2023-24 (GANN LIMIT)

Consideration of a resolution that states the appropriations limit, also known as the Gann limit, for the fiscal year ending June 30, 2024. The Gann Initiative, also known as Article XIII B of the Constitution of the State of California, mandates the calculation and adoption of an annual appropriations limit on various units of government, including the Los Olivos Community Services District, by adjusting the prior year’s appropriation limit for changes in inflation and population. The current LOCSD fiscal year (FY 2023-24) runs from July 1, 2023 to June 30, 2024.

10. CONSIDERATION OF RESOLUTION 23-04 – AUTHORIZING LEVY OF PROPERTY TAX ASSESSMENT AND CPI INCREASE

Consideration a resolution that authorizes a tax levy with consumer price index (CPI) increase and provides for collection via direct charge by the Santa Barbara County Auditor-Controller via placement on the secured tax bill of all parcels within the District, excluding exempt or partially exempt parcels pursuant to past action by the Board of Directors. Resolution 23-04 is an update to prior resolutions and District formation documents and will increase tax

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levies by three and two-tenths percent (3.2%) over the prior amount. Most parcels will experience an annual amount of \$645.93 on their property tax bill.

11. CONSIDERATION OF RESOLUTION 23-05 – ROSENBERG’S RULES OF ORDER

At the July 12, 2023, your Board directed staff to prepare a Resolution that could be used to adopt Rosenberg’s Rules of Order, as a procedural approach for running LOCSD meetings. Resolution 23-05 adopts Rosenberg’s Rules of Order. A good summary of Rosenberg’s Rules of Order can be found on the League of California Cities website, at: <https://www.calcities.org/resource/rosenberg's-rules-of-order-simple-rules-of-parliamentary-procedure-for-the-21st-century>

12. CONSIDERATION OF POLICY TO SUPPLEMENT ROSENBERG’S RULES OF ORDER

As part of the discussion at the July 12, 2023 Regular Board meeting, the Board asked the Project Management Subcommittee (PM) to review Rosenberg’s Rules of Order, with a special focus on areas where additional policy should be considered by the Board of Directors. The PM recommends that the Board consider adoption of policy, by the end of the current fiscal year (June 30, 2024), in the following areas:

- Agenda items
- General conduct
- Board behavior – being a good Board member
- Ethics, Conduct, Values, and Norms for Board members and staff
- Authority of individual Board members
- Attendance policy for Board members
- Electronic records and retention policy
- Public information
- Public comment (limits, bad conduct)
- Procurement

If the Board chooses to follow the recommendation of the PM, the GM further recommends that staff be given direction to create an initial draft of policy and then work with the PM to complete the develop a set of policies that can be brought back to the full Board of Directors for deliberation and final action.

13. REPLACEMENT OF A RESIGNING DIRECTOR

Vice President Brad Ross has indicated he will be resigning from the Board of Directors for the Los Olivos Community Services District in September. Pursuant to Elections Code section 1780(c), the Board will deliberate and vote on whether to fill the pending vacant office by appointment or by election.

INFORMATIONAL ITEMS:

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

14. REPORTS

A. SUBCOMMITTEE REPORTS

B. GENERAL MANAGER AND DISTRICT ENGINEER COMMENTS

The GM and DE will give reports on any meetings that they attended on behalf of the District, report on various District-related activities and/or provide status on projects. The GM may also review Budget Reports. See the packet for more details.

15. DIRECTORS COMMENTS

Directors will give reports on any meetings that they attended on behalf of the Board and/or choose to comment on various District-related activities. Directors may also request future agenda topics at this time.

16. ADJOURNMENT