

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



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

Posted: 3-3-2025

**March 7, 2025 – 8:30 AM
St. Mark's In The Valley
2901 Nojoqui Avenue, Los Olivos, California 93441
Please observe decorum and instructions from the Subcommittee Chair**

Finance Committee: President Julie Kennedy (Chair) and Director Parks

This meeting will be held both in-person and electronically via Zoom Meetings. In-person the meeting will be held at the above locations.

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

Zoom: <https://us06web.zoom.us/j/84350602040?pwd=2VNVNnaY2fzB7MI6OmlL33oz2sND8RU.1>
By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 843 5060 2040 Passcode: 909261
One tap mobile: +16694449171,,84350602040#,,,,*909261# US

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MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

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

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 Consent Agenda will be read only on the request of a member of the Subcommittee, in which event the matter may be removed from the Consent Agenda and considered as a separate item. Public may comment on any of the items prior to the vote being taken by the Subcommittee.

4. CONSENT AGENDA

A. MINUTES APPROVAL

Approval of the minutes from January 3, 2025.

Note: Although no meeting was held on February 7, 2025 as originally planned, a copy of the "minutes" noting that the meeting did not occur due to a lack of a quorum is attached.

BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item.

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

losolivoscscsd@gmail.com, www.losolivoscscsd.com

5. INVOICE REVIEW AND RECOMMENDATION

The Subcommittee will review and recommend to the full Board of Directors, payment of those unpaid invoices that were received on or before March 3, 2025.

No.	Invoice Date	Invoice #	Provider	Amount
1	2/18/2025	88887	MNS – Engineering and Support Services	\$ 1,822.50
2	9/9/2024	FB55521	Carollo – City of Solvang WWTP Engineering	\$ 1,390.25
3	1/30/2025	2345859	Stantec – 30% Design LOCSD to City of Solvang force main	\$ 13,141.50
4	2/27/2025	2359575	Stantec – 30% Design LOCSD to City of Solvang force main	\$ 24,901.00
5	2/13/2025	93376	A&W – Legal Services	\$ 912.60
6	3/1/2025	20252	GWS – General Manager Services	\$ 5,800.00

Project	Vendor	To Date (inc. above)	Total Authorization
City of Solvang Connection	Stantec – LOCSD to Sunny Field Park force main	\$ 45,239.50	\$ 56,250.00
Groundwater Monitoring	GSI – Bi-annual sampling and testing	\$ 7,414.01	\$ 14,300.00
FY 2023-24 Audit	MLH		\$ 3,250.00

6. FY 2023-24 AUDIT REPORT

MLH has completed the draft audit for Fiscal Year 2023-24 (July 1, 2023-June 30, 2024). The subcommittee will receive and file the final Audit report and related Government Auditing Standards letter.

7. BUDGET REPORTS

The General Manager will review the most recent budget reports (attached) and comment on changes to financial systems.

INFORMATIONAL ITEMS:

All matters listed hereunder are informational only, no action will be taken, and public comment not received.

8. SUBCOMMITTEE MEMBER COMMENTS

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

9. ADJOURNMENT