

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE MEETING

Posted: 1-2-2023

January 5, 2023 – 5:00 PM

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

Please observe decorum and instructions from the Committee Chair

Finance Committee: President Tom Fayram, Director Lisa Palmer, and General Manager Guy Savage

This meeting will be held both in-person and electronically via Zoom Meetings. In-person the meeting will be held at the following locations:
St Mark's in the Valley Episcopal Church, 2901 Nojoqui Ave, Los Olivos CA 93441

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

Zoom: <https://us06web.zoom.us/j/84446258300?pwd=dkxCZXZvREJTSWxDTKlwVDVmQllrZz09>

By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 844 4625 8300 Passcode: 825604

One tap mobile: +16699006833,,84446258300#,,,,*825604# US (San Jose)

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MEETING AGENDA

1. CALL TO ORDER

President Fayram calls the meeting to order at 5:09

2. ROLL CALL

Present: President Fayram, Director Palmer, General Manager Savage

Absent: None

3. DIRECTOR COMMENTS

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

None.

4. PUBLIC COMMENTS

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

None. No public in attendance, Zoom meeting closed.

5. ADMINISTRATIVE AGENDA

A. APPROVAL OF MEETING MINUTES

Finance Committee Meeting Minutes of December 6, 2022.

Motion to approve Finance Committee Meeting Minutes of December 6, 2022.

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

losolivoscscsd@gmail.com, www.losolivoscscsd.com

Motion By: Director Palmer, Second: President Fayram

AYES: Director Palmer, President Fayram, GM Savage

NOES: None

ABSTAIN: None

6. BUSINESS ITEMS

A. Review and recommend to full Board of Directors' payment of invoices received by January 1, 2023.

No.	Invoice Date	Invoice #	Provider	Amount
1.	9/9/2022	81166	MNS – Engineering and Support Services	\$ 3,485.00
2.	12/10/2022	876.003-6	GSI Water Solutions Inc – Effluent Disposal Study	\$ 3,987.50
3.	12/12/2022	1064	Confluence Engineering – Effluent Disposal Study	\$ 5,150.00
4.	12/12/2022	00876.001-21	GSI Water Solutions Inc – Groundwater Management	\$ 16,766.27
5.	12/20/2022	81982	MNS – Engineering and Support Services	\$ 5,875.00
6.	12/20/2022	306531	NV5 – Assessment Engineering Services – FINAL	\$ 1,186.84
7.	12/31/2022	221231	Savage – General Manager services	\$ 4,050.00

Director Palmer asks about the delayed MNS invoice. GM Savage responds that MNS noted it had not been filed previously. Director Palmer requests that in the future invoices be put in context of where each contract is from a total contract-amount-to-invoices-received perspective. GM Savage agrees to be clearer on the agenda about this; and points out that he does check the amounts independently. He offers invoice #6 as an example where he noted in the agenda that this is the “final” invoice related to NV5’s assessment efforts.

Motion to approve invoices as presented.

Motion By: Director Palmer, Second: President Fayram

AYES: President Fayram, Director Palmer, GM Savage

NOES: None

ABSTAIN: None

B. Review Budget Reports (See Packet)

GM Savage points out that accounts 7460, 7508, and 7510 are all running high. Discussion about account 7460 ensues. The committee discusses MNS and Counsel billings to date. GM Savage comments that Counsel is likely running over for two reasons: (1) a new contract with higher rates and (2) a higher-than-normal number of public records requests. He adds that another request came in from Ms. de Werd and that Counsel has responded. President Fayram comments that the beginning of this year has been front-loaded with contracts. GM Savage concurs and notes that other than clean-up invoices related to effluent disposal and the audit contract (account 7324), only the REGEN contract is on the horizon. GM Savage adds that the BC2 Engineering and GSI groundwater contracts were anticipated to be over budget due to the second groundwater well being added. In response to a question from Director Palmer, GM Savage tells the committee that groundwater monitoring well results still have not been received from GSI and that he will follow up with them again.

7. ADJOURNMENT

Motion to adjourn at 5:27 PM

Motion By: GM Savage, Second: Director Palmer

AYES: GM Savage, Director Palmer, President Fayram

NOES: None

ABSTAIN: None

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Approved:

A handwritten signature in black ink, appearing to read "Tom Fayram", written over a horizontal line.

Tom Fayram,
President