

Lisa Palmer, President  
 Tom Fayram, Vice President  
 Mike Arme, Director  
 Brian O’Neill, Director  
 Brad Ross, Director



**LOS OLIVOS COMMUNITY SERVICES DISTRICT**      **Posted: 04-07-2022**  
**Finance Committee Meeting, April 11, 2022 9:00 AM**  
 Please observe decorum and instruction from Committee Chair

**FINANCE COMMITTEE MEETING MINUTES**

This meeting will be held in person at St. Mark’s In The Valley Episcopal Church, Common Room  
 2901 Nojoqui Ave, Los Olivos CA 93441

Finance Committee: President Lisa Palmer and Vice President Tom Fayram

**1. CALL TO ORDER**

Called to Order: 9:05 AM

**2. ROLL CALL**

**PRESENT:** Directors Palmer and Fayram, and GM Savage

**ABSENT:** None

**3. DIRECTOR COMMENTS**

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

No comments.

**4. PUBLIC COMMENTS**

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

**5. ADMINISTRATIVE AGENDA**

**A. APPROVAL OF MEETING MINUTES**

Finance Committee Meeting Minutes of March 04, 2022.

**Motion to approve Administrative Agenda.**

**Motion by:** Director Fayram, **Second:** Director Palmer

**AYES:** Directors Fayram and Palmer

**NOES:** None

**ABSTAIN:** GM Savage

**6. BUSINESS ITEMS**

**A. Review and recommend to full Board of Director’s payment of invoices to the District.**

No.	Invoice Date	Invoice #	Provider	Amount
1	January 18, 2022	79587	MNS Engineering Services – Support Services	\$2,283.77
2	January 7, 2022	66586	Aleshire and Wynder – Legal Services	\$1,964.90
3	February 8, 2022	00876.001-12	GSI Water Solutions, Inc. – Groundwater Quality Management Services	\$707.50

4	March 11, 2022	80015	MNS Engineering Services – Support Services	\$7,043.75
5	April 1, 2022	326BDB28-0003	Streamline – Web Services	\$600.00
6	April 1, 2022	1906898	Stantec – Loading Study	\$25,772.40
7	April 7, 2022	67094	Aleshire and Wynder – Legal Services	\$3020.00

General discussion about size of past invoices and ensuring appropriate controls are in place. GM Savage agreed to developing controls, and potentially separating engineering and administrative costs moving forward. Director Palmer commented on general spend compared to budgeted amounts. Both Directors commented that we really need to be watching the money we are spending closely.

**Motion to approve Item 6a Invoices.**

**Motion by:** Director Fayram, **Second:** Director Palmer

**AYES:** Directors Fayram and Palmer, GM Savage

**NOES:** None

**ABSTAIN:** None.

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

Director Palmer commented on how much better it would be to have a robust budget process would be. Director Fayram discussed potentially having a budget workshop following a regular meeting. GM Savage noted that the budget process is on the agenda for Wednesday’s Regular Meeting. Director Fayram pointed out that we need to be clear on how and when to draw funds down from the State grant.

**C. Grant Seeking Activity Report**

Director Palmer comments that there is a State plan that the District needs to be ensuring we are part of, this was part of a discussion she had with MNS’s Jauquez. Asked what steps we can take now to be best positioned for future funding opportunities.

Palmer said additional focus on obtaining funds for EIR is important at this time.

Would be good to have a RWQCB and County in a single meeting. Fayram suggests holding a joint meeting in Santa Maria.

**D. Discussion Regarding Future Dates and Locations**

GM Savage noted that the last minutes suggested that Friday’s before Regular Meetings at 9:00 would be the day and time moving forward. He confirmed with the Directors present that this is workable with all.

**7. ADJOURNMENT**

**Adjournment:** 9:42 AM

Respectfully submitted:



Guy W. Savage  
General Manager – Los Olivos Community Services District

Minutes Approved:

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Director Palmer

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