

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
PROJECT MANAGEMENT SUBCOMMITTEE MEETING**

Posted: 5-16-2024

May 23, 2024 – 8:30 AM

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

Please observe decorum and instructions from the Subcommittee Chair

Subcommittee Members: Vice President Palmer (Chair), Directors Stormo, 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/81937722522?pwd=SWpSU0RYZFJjZTBiNGphZG41TGs4dz09>
By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 819 3772 2522 Passcode: 914085
One tap mobile: +14086380968,,81937722522#,,,,*914085# US (San Jose)

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 805.500.4098 or email to losolivoscsd@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.

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 February 26, 2024.

BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item. As a Subcommittee of the full Board of Directors, Business Items may include one or more recommendations for further

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discussion or action at a full Board of Directors meeting.

5. CONSIDERATION, REVIEW, AND INPUT RELATED TO MAY/JUNE 2024 LOCSD UPDATE

The District creates a quarterly status update for District residents, property owners, and others. The update is the basis for its required quarterly update to the Santa Barbara Local Area Formation Commission (LAFCO). The GM will present his draft of the May 2024 Update, the Subcommittee will provide updates, changes, and generally review the GM's draft.

6. CONSIDERATION OF UPCOMING ACTIVITIES AND SCHEDULE

The full Board of Directors has reviewed a GM generated schedule of key upcoming activities and meetings at its last few meetings. The Subcommittee will review the most recent schedule, with the intent of potentially making recommendations to the full Board of Directors at its June Regular meeting.

INFORMATIONAL ITEMS:

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

7. 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.

8. ADJOURNMENT

ITEM 4A – MINUTES

MINUTES

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT
PROJECT MANAGEMENT SUBCOMMITTEE MEETING

Posted: 2-17-2024

February 26, 2024 – 8:30 AM

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

Please observe decorum and instructions from the Subcommittee Chair

Subcommittee Members: Vice President Palmer (Chair), Directors Stormo, and General Manager Guy Savage

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MEETING AGENDA

1. CALL TO ORDER

Chair Palmer calls the meeting to order at: 8:335 AM

2. ROLL CALL

Present: Chair Palmer, Director Stormo, General Manager Savage

Absent: None

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.

Chair Palmer opens the floor to public comment.

No commenters.

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

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Agenda Packet
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A. MINUTES APPROVAL

Approval of the minutes from January 8, 2024.

Motion to approve minutes from January 8, 2024.

Director Stormo motions approval.

Chair Palmer opens the floor to public comment.

No commenters

Due to an incomplete note in Director comments, the item is tabled until the next meeting and the motion dies for lack of a second.

BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item. As a Subcommittee of the full Board of Directors, Business Items may include one or more recommendations for further discussion or action at a full Board of Directors meeting.

5. CONSIDERATION, REVIEW, AND INPUT RELATED TO FEBRUARY 2024 LOCSD UPDATE

The District creates a quarterly status update for District residents, property owners, and others. The update is the basis for its required quarterly update to the Santa Barbara Local Area Formation Commission (LAFCO). The GM has drafted the February 2024 Update, the Subcommittee will provide updates, changes, and generally review the GM's draft.

GM Savage describes the process and timing of providing updates to and presenting to LAFCO.

Director Palmer comments that she thinks that grant application process should be included in the update. She adds that she would like to see some of the graphics from the State of District presentation included. She notes that the images of effluent versus gravity fed collection would be helpful to make the update less text heavy. Director Stormo asks about the phrase "heard an update" related the REGEN engineering design and cost estimate. GM Savage responds that he expects the update to go out after the meeting, hence the historical reference.

The subcommittee discusses the connection to Solvang. GM Savage comments he anticipates putting the City of Solvang on a future Board of Directors agenda, likely either March or April.

The subcommittee then discusses the length of the update, what it takes to mail the update to local mailboxes (in addition to email), and how best to convey the information both in print and on-line.

Director Palmer says she has some updates that she will email to GM Savage for consideration.

Chair Palmer opens the floor to public comment.

No commenters.

6. CONSIDERATION OF UPCOMING ACTIVITIES AND SCHEDULE

The full Board of Directors has reviewed a GM generated schedule of key upcoming activities and meetings at its last few meetings. The Subcommittee will review the most recent schedule, with the intent of potentially making recommendations to the full Board of Directors at its February 28, 2024 meeting.

At some point during this item, at approximately 9:00 AM, GM Savage noticed that the Zoom had frozen. The Zoom was restarted.

GM Savage introduces the item. The Subcommittee discusses the various impacts of moving items around. The Subcommittee discusses the possibility holding workshops, such as the Siting workshop, in the next couple of months. GM Savage emphasizes that the timing of several of the meetings will depend on when REGEN can provide its final report. After further discussion, the Subcommittee agrees to recommend that workshops be pushed out one month given the REGEN report timing.

Chair Palmer opens the floor to public comment.

No commenters.

INFORMATIONAL ITEMS:

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

7. SUBCOMMITTEE MEMBER COMMENTS

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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.

Director Stormo – None

GM Savage – None

Chair Palmer – None

8. ADJOURNMENT

Motion to adjourn at: 9:23 AM.

Motion by: Director Stormo, Second: GM Savage

Voice vote: 3-0

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Approved:

Director Lisa Palmer (Chair)

ITEM 6 – ACTIVITES AND SCHEDULE

ACTIVITES AND SCHEDULE

LOCSD - MEETINGS CALENDAR YEAR 2024 - WORKING DRAFT

Q2	May	FY 2023-24
	FY 2024-25 Budget	
	REGEN Report	
	June	
	FY 2024-25 Budget Hearing, Gann Limit, Tax Assessment Authorization	
Q3	July	FY 2024-25
	WS - Gravity versus Effluent Comparison	
	August	
	WS - Proposition 218 - Property Owner Vote Process	
	September	
	Corollo and/or WSC Reports	
	WS - EIR Process, CCRWQCB/EHS	
Q4	October	FY 2024-25
	60% Design RFP Authorization	
	November	
	December	
	60% Design contract	

LOCSO - Septic to Sewer / Water Reclamation Roadmap - WORKING DRAFT

Last Update: 2/17/2024

Task	2024				FY 2023-24 Costs	FY 2023-24 Budgeted?	Est Total Costs
	Q1	Q2	Q3	Q4			
Board and Public Education							
Public workshops and outreach						Y	
Engineering / Design							
Collection Study					\$70k	Amended	\$70k
Treatment Study					\$90k+	N	\$90k+
Confirm Disposal Options						Y	
Siting options						Y	
Final Project Description						Y	
60% Design					\$50k	N	\$300k+
Assessment Engineer Report including benefit factors/rates						N	\$50k+
Environmental Review							
Environmental study, assessment and report (incl. public review)						N	\$150k+
Grants and Financing							
Discussion about cost allocations (by parcel type)						Y	
Develop financing plan						Y	
Seek grants and financing						Y	
Prop 218 - Property Owner vote on proposed project							
Polling for election feasibility						N	\$25K
Conduct Prop 218 workshops with public						N	
Voting process						N	\$125k
Monitoring Well(s)							
Drill three additional monitoring wells					\$121K	Amended	\$121k
Data from all five wells						Y	
Monitoring of wells, completed every 6 months (5 years)						N	\$12K
Total					\$331k+		\$943k+

By Funded / Unfunded

Task	2024				FY 2023-24 Costs	FY 2023-24 Budgeted?	Est Total Costs
	Q1	Q2	Q3	Q4			
FUNDABLE (Funds exist in existing budget)							
Public workshops and outreach						Y	
Collection, Treatment, Disposal Options						Y	
Siting options						Y	
Final Project Description						Y	
Develop financing plan						Y	
Seek grants and financing						Y	
Find funding for well monitoring program						Y	
Data from all five wells						Y	
Collection Study					\$70k	Amended	\$70k
Drill three additional monitoring wells, sample all five wells					\$121K	Amended	\$121k
UNFUNDED OR NO SPECIFIC FUNDING ACTION							
Treatment Study					\$90k+	N	\$90k+
60% Design					\$50K	N	\$300k+
Assessment Engineer Report including benefit factors/rates						N	\$50k+
Environmental study, assessment and report (incl. public review)						N	\$150k+
Polling for election feasibility						N	\$25K
Voting process						N	\$125k
Monitoring of wells, completed every 6 months (5 years)						N	\$12k
					Total		\$943k+
							\$331k+

Legend:

Can be completed prior to (or without) a Final Project Description
 Cannot be completed prior to Final Project Description

