

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
FINANCE SUBCOMMITTEE MEETING
December 11, 2023 – 8:30 AM**

Posted: 12-7-2023

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

Please observe decorum and instructions from the Subcommittee Chair

Finance Committee: Vice President Julie Kennedy (Chair), 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/81937722522?pwd=SWpSU0RYZFliZTBiNGphZG41TGs4dz09>
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)

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MEETING AGENDA

1. CALL TO ORDER

Chair Kennedy calls the meeting to order at 8:31 AM.

The meeting start was delayed due to an on-going power outage in the general area of Los Olivos.

2. ROLL CALL

Present: Chair Kennedy, Director Palmer, GM Savage

Absent: None

3. 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 may be referred to District staff for discussion and possible action at a future meeting.

Chair Kennedy opens the floor to public comment.

No public commenters.

ADMINISTRATIVE ITEMS:

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

4. APPROVAL OF MEETING MINUTES

Finance Subcommittee (Committee) Meeting minutes of November 9, 2023.

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

losolivoscsd@gmail.com, www.losolivoscsd.com

Agenda Packet Page

Chair Kennedy opens the floor to public comment.

No comments.

Motion to approve minutes of November 9, 2023.

Motion by: Director Palmer, Second: Chair Kennedy

Voice vote: 3-0

BUSINESS ITEMS:

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

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 December 1, 2023.

No.	Invoice Date	Invoice #	Provider	Amount
1	10/1/2023	62083	California Special Districts Association (CSDA)	\$ 1,244.00
2	11/6/2023	1262	REGEN, LLC.	\$ 14,406.59
3	11/8/2023	81827	Aleshire and Wynder - Legal Services (through 10/31)	\$ 3,234.00
4	11/29/2023	202311	Savage – General Manager Services	\$ 4,071.21
5	12/1/2023	82496	Aleshire and Wynder - Legal Services (through 11/16)	\$ 1,430.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
30% Hybrid Design	REGEN, LLC.	\$ 14,406.59	\$60,593.41

GM Savage provides a brief introduction to the invoices being reviewed. He notes that this month includes the first billing from REGEN, LLC. Director Palmer asks about the A&W legal bills and "conflict" conversations. GM Savage responds it was related to use of REGEN and concerns about their on-going involvement.

Chair Kennedy opens the floor to public comment.

Public Comment: None

Motion to recommend payment of invoices 1-5, as presented.

Motion by: Director Palmer, Second: Chair Kennedy

Voice vote: 3-0

Director Kennedy comments that Moss, Levy & Hartzheim has not billed us yet and we are about to reach out to them to engage for a new year.

6. BUDGET REPORTS

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

GM Savage provides a brief introduction to the recent budget reports. As part of his commentary, GM Savage notes that the County has delayed its Workday implementation.

Director Palmer asks about the WRF grant. GM Savage responds that from his emails with the State, he believes all documents have been submitted. He says he will reach out to the CCRWQCB to see if they know anything about the timing of the grant funds.

Director Palmer asks about the groundwater monitoring wells and financing. GM Savage responds that District cash-flows should be fine.

Chair Kennedy opens the floor to public comment.

Public Comment: None

INFORMATIONAL ITEMS:

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

7. SUBCOMMITTEE MEMBER COMMENTS

Directors 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 Palmer: None.

GM Savage: None.

Chair Kennedy: None.

8. ADJOURNMENT

Motion to adjourn at 8:41 AM.

Motion by: Director Palmer, Second: Chair Kennedy

Voice vote 3-0

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Approved:



~~Chair Julie Kennedy~~

Member Lisa Palmer