

Tom Fayram, President
Brad Ross, Vice-President
Mike Arme, Director
Lisa Palmer, Director
Tom Nelson, Director



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

Posted: 12-2-2022

**December 6, 2022, 8:30 AM
St Mark's in the Valley Episcopal Church, Common Room
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/83228859630?pwd=KzR5ak94VzZlcUVTY3ZjaWZHOFQ4QT09>

By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 832 2885 9630 Passcode: 584269

One tap mobile: +14086380968,,83228859630#,,,,*584269# US (San Jose)

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MEETING AGENDA

1. CALL TO ORDER

President Fayram called to order at 8:39AM.

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.

Kathryn Rohrer speaks

5. ADMINISTRATIVE AGENDA

A. APPROVAL OF MEETING MINUTES

Finance Committee Meeting Minutes of November 7, 2022.

Public Comment: None

Motion to approve Meeting Minutes.

Motion by: President Fayram, Second: Director Palmer

AYES: President Fayram, Director Palmer, General Manager Savage

NOES: None

ABSTAIN: None

6. BUSINESS ITEMS

A. Review and recommend to full Board of Directors' payment of invoices received by December 2, 2022.

No.	Invoice Date	Invoice #	Provider	Amount
1.	Aug 8, 2022	876.001-17	GSI Water Solutions Inc – Groundwater Wells	\$ 310.00
2.	Oct 1, 2022	62083	CSDA – Annual Membership	\$ 1,287.00
3.	Nov 2, 2022	71469	Aleshire & Wynder, LLP – Legal Services	\$ 5,852.00
4.	Nov 2, 2022	71470	Aleshire & Wynder, LLP – Legal Services	\$ 330.00
5.	Nov 10, 2022	N55374	SB County – Encroachment Permit MW1	\$ 364.00
6.	Nov 11, 2022	N55380	SB County – Encroachment Permit MW2	\$ 364.00
7.	Nov 17, 2022	81747	MNS – Engineering and Support Services	\$ 1,212.50
8.	Nov 30, 2022	221130	Savage – General Manager services	\$ 4,905.00
9.	Dec 1, 2022	72290	Aleshire & Wynder, LLP – Legal Services	\$ 3,673.88
10.	Dec 2, 2022	22-28540	BC2 Engineering – Well drilling and development	\$ 34,006.88

GM Savage reminds the Committee that changes to the Aleshire & Wynder billing information will be different starting in January 2023 as last month's vote was not completed in time to be put on the agenda for the Regular Board meeting. He comments that the BC2 Engineering invoice came in nearly \$10,000 lower than the original estimate. GM Savage notes that given this, the exceedance by GSI Water Solutions (see item 6D) will be more easily absorbed. Director Palmer asks about invoices 71469 and 71470 (A&W). GM Savage clarifies that while they do look like duplicates, they are correct as shown on the agenda. President Fayram asks about whether the County would waive the encroachment permit fees. He asks GM Savage to request them be waived, noting that County PW has waived them for other local government agencies.

Public Comment: None

Motion to approve invoice numbers 1-4 and 7-10.

Motion by: President Fayram, Second: Director Palmer

AYES: President Fayram, Director Palmer, General Manager Savage

NOES: None

ABSTAIN: None

B. Review Budget Reports (See Packet)

GM Savage calls attention to the diminishing cash balances available. He reminds the Committee that the District has not seen any property tax deposits yet this year and that they should start appearing in December. He comments that while the cash balances are diminishing, paying the invoices in item 6A will not be an issue and adds that in addition to monthly regular bills such as Aleshire & Wynder, MNS, and GM, he is only expecting the Effluent Disposal study bills in December. All of which should fit within existing cash balances. He also notes that DE Pike will be submitting for \$75,000 of WRF grant funds from the State and that he (GM Savage) will be submitting for the remaining EHS grant funds.

Public Comment: None

C. Discussion related to Assessment Models provided by NV5

NV5 has completed its initial assessment models. The Committee will discuss a possible recommendation to the full Board of Directors related to the models or placing the models on the agenda for a future full Board of Directors meeting.

President Fayram notes that this is not an Assessment Engineer's report, it is a preliminary set of models. Notes that he is not in favor of moving the models forward until there is more work done, particularly through the workshops. He has several things he is going to be looking for and it would be premature as we have not

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selected a solution (numbers are based on Stantec 30% design). Director Palmer says she would like to hear NV5 provide options for assessment and more on the difference between initial capital construction as opposed to the O&M. Agrees the District should get into the workshops.

Public Comment: None

General direction to GM Savage to summarize the position of the Finance Committee on the Assessment Models at the next Regular Board meeting.

D. Discussion related to Task Order #2 – GSI Water Solutions Monitoring Well support

As was noted at the November 9, 2022, GSI Water Solutions will exceed the originally budgeted amounts for supporting the drilling and development of groundwater monitoring wells. The two prime drivers for exceedance are: (1) the original quote was for only one well, whereas now two wells are being drilled and developed and (2) the original quote was provided in 2021; subsequently, costs have gone up and much of the original budget was spent with starts and stops to drill just one well. The Committee will discuss the impact of the new quote on the budget and the placing of the quote on the December future full Board of Directors meeting.

GM Savage summarizes why the Task Order is on the agenda at this time. He notes that the Order was received after last month's agenda was posted and that he considered a full Special Meeting to obtain approval. He adds that approval is outside of his authority; but, approval is in alignment with the full Board's direction regarding the drilling of Monitoring Wells.

Public Comment: Kathryn Rohrer speaks

Director Palmer asks GM Savage whether or not the cost of initial test are included in the GSI quote. GM Savage confirms GSI will be handling the first round of tests. He adds that the results are unlikely to be received before the next Regular Meeting of the Board of Directors.

Motion to GM to bring forward Task Order #2 to full Board in December and recommend approval.

Motion by: President Fayram, Second: Director Palmer

AYES: President Fayram, Director Palmer, General Manager Savage

NOES: None

ABSTAIN: None

7. ADJOURNMENT

Motion to adjourn at 9:06 AM.

Motion by: President Fayram, Second: Director Palmer

AYES: President Fayram, Director Palmer, General Manager Savage

NOES: None

ABSTAIN: None

Respectfully submitted:



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

Approved:



Tom Fayram,
President

