

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 4-4-2025

REGULAR MEETING

April 9, 2025, 6PM (Pacific)

Los Olivos Grange Hall

2374 Alamo Pintado Ave, Los Olivos CA 93441

Please observe decorum and instructions from the President

This meeting will be held both in-person and electronically via Zoom meetings. In-person the meeting will be held at the address above. The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/85195290804?pwd=rO5nrKISaewJAVMeY3MbZ7mtLlxudn.1>

By Phone:

Meeting ID: 851 9529 0804 Passcode: 473619

One tap: +14086380968,,85195290804#,,,,*473619# US (San Jose)

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MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

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.

INFORMATIONAL ITEM:

Per public request, a brief report from the General Manager that conveys District status and updates is being added at the beginning of the agenda. This status report may touch on key items in the project plan or schedule. The General Manager will leave other detailed reporting, including budgetary reporting until the end of the meeting. This item is informational only, no action will be taken, and no public comment will be received.

5. GENERAL MANAGER'S BRIEF DISTRICT STATUS REPORT

ADMINISTRATIVE ACTION 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 at the request of a member of the Board, in which

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event the matter may be removed from the Consent Agenda and considered as a separate item. The public may comment on any of the items prior to the vote being taken by the Board.

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of March 12, 2025.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE MARCH 27, 2025.

Note: The April 4, 2025 meeting of the Finance Subcommittee did NOT occur due to a lack of a quorum. Therefore, the following invoices do not carry a recommendation from that Subcommittee.

No.	Invoice Date	Invoice #	Provider	Amount
1	1-31-2025	I-6794	MLH – FY 2023-24 Audit Services	\$ 3,500.00
2	3-13-2025	64191	A&W – Legal Services	\$ 1,076.40
3	3-23-2025	20253	GWS – General Manager Services	\$ 4,750.00
4	3-26-2025	89399	MNS – Engineering and Support Services	\$ 1,790.00
5	3-26-2025	2373415	Stantec – 30% Engineering and Costs – Solvang connection	\$ 10,704.50

Project	Vendor	To Date (inc. above)	Total Authorization
City of Solvang Connection	Stantec – LOCSD to Sunny Field Park force main	\$ 55,944.00	\$ 56,250.00
Groundwater Monitoring	GSI – Bi-annual sampling and testing	\$ 7,414.01	\$ 14,300.00
FY 2023-24 Audit	MLH	\$ 3,500.00	\$ 3,250.00

BUSINESS ITEMS:

7. CONSIDERATION OF A 30% ENGINEERING DESIGN AND COST ESTIMATES FOR A FORCEMAIN FROM THE SOUTHERN PORTION OF THE DISTRICT TO A CONNECTION POINT NEAR THE NORTHERN EDGE (SUNNY FIELD PARK) OF THE CITY OF SOLVANG

Stantec Engineering will provide an overview of its final report for the engineering design and cost estimate related to building a force main that would connect the District to the City of Solvang.

General Manager’s recommendation: Receive and file.

8. CONSIDERATION OF A LETTER FROM THE CENTRAL COAST REGIONAL WATER QUALITY CONTROL BOARD (CCRWQCB) REGARDING A “NO PROJECT” ALTERNATIVE

At the request of the General Manager, the CCRWQCB has provided written documentation related to the alternatives the CCRWQCB would consider should the District not be able to conclude a successful Proposition 218 vote.

General Manager’s recommendation: Receive and file.

9. PLANNING FOR DECISION MAKING RELATED TO WASTEWATER TREATMENT SOLUTIONS AND UPCOMING COMMUNITY WORKSHOP

This item is asking the Board of Directors (and the public) to tell staff what it needs to make an informed decision about the various wastewater treatment solutions under consideration. This item was discussed on February 12, 2025 and March 12, 2025 in open session. In preparation for the May 14, 2025 Community Workshop, staff is returning with a spreadsheet that has been updated to include Board and public commentary and additional information from the City of Solvang.

General Manager’s recommendation: Provide direction to staff.

10. CONSIDERATION OF TOPICS AND DATES FOR MAY AND JUNE 2025 MEETINGS AND WORKSHOPS OF THE LOCSD

The Board of Directors has set May 14, 2025 as the date for both a community workshop related to wastewater treatment solutions, as well as a regular meeting regarding topics such as the FY 2025-26 budget. Tentatively, the General Manager had set June 11, 2025 as the date for the Board of Directors to discuss and potentially adopt a new Project Description based on input from the community on May 14 and to hold a hearing to adopt the FY 2025-26 budget, adopt the annual Gann Limit, and set the tax assessment. Depending on Board availability, it may make more sense to shift the discussion related to a new Project Description from June to May.

General Manager’s recommendation: Provide direction to staff.

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11. DISCUSSION RELATED TO THE DRAFT FISCAL YEAR 2025-26 BUDGET

The General Manager will present his draft budget for Fiscal Year 2025-26 (FY 2025-26). The District’s FY 2025-26 budget will run from July 1, 2025 through June 30, 2026. The discussion is a prelude to the Board discussing and potentially approving a PRELIMINARY budget at its May 14, 2025 Regular Meeting

General Manager’s recommendation: Provide direction to staff.

12. CONSIDERATION OF MEMBERSHIP ON EXISTING SUBCOMMITTEES, INCLUDING POSSIBLE APPOINTMENT OF ONE OR MORE ALTERNATE MEMBERS OF THE SUBCOMMITTEES

At the March 12, 2025 Board of Directors meeting, there was a brief discussion regarding membership of existing subcommittees for the District. At that time, no changes were allowed as the discussion needed to be properly agendized before action could be taken. As part of this item, the Board of Directors, and specifically the President, may make changes to the existing appointees on existing Standing subcommittees – including the Finance, Project Management, Grants, and Technical Subcommittees. In addition, the Board may consider appointing one or more Alternates to existing subcommittees in an effort to ensure that quorum requirements are met.

General Manager’s recommendation: Discuss and consider changing subcommittee assignments and/or alternates.

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and no public comment will be received.

13. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair)

Grants Subcommittee (Vice President Palmer Chair)

Project Management Subcommittee (Vice President Palmer Chair)

Technical Subcommittee (Director Fayram Chair)

B. GENERAL MANAGER AND DISTRICT ENGINEER COMMENTS

The GM and DE will give reports on any meetings that they attended on behalf of the District, report on various District-related activities and/or provide status on projects. The GM may also review the Budget Reports. See the packet for more details.

Notable upcoming meeting items:

May – Community Workshop; Proposed Budget; Project Description(?)

June – Budget Hearing; Tax Assessment; Gann Limit; Project Description (if not completed in May)

July – RFP for 80% Design, Engineering, and Cost Estimation; Assessment allocation discussion

14. DIRECTORS COMMENTS

Directors will give reports on any meetings that they attended on behalf of the Board and/or choose to comment on various District-related activities. Directors may also request future agenda topics at this time.

15. ADJOURNMENT