

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
FINANCE SUBCOMMITTEE MEETING
June 7, 2024 – 8:30 AM**

Posted: 6-2-2024

**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: President Julie Kennedy (Chair), Vice President 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=SWpSU0RYZFJjZTBkNGphZG41TGs4dz09>
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: 8:30 AM

2. ROLL CALL

Present: President (Chair) Kennedy, Vice President Palmer, 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 Kennedy opens the floor to public comment.

No requests to speak.

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 May 10, 2024.

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

losolivoscscd@gmail.com, www.losolivoscscd.com

Agenda Packet

Chair Kennedy opens the floor to public comment.

No requests to speak

Motion to approve the consent agenda.

Motion by: VP Palmer, Second: President 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 June 2, 2024.

No.	Invoice Date	Invoice #	Provider	Amount
1	5/1/2024	1321	REGEN – 30% Engineering – Hybrid Models	\$ 11,250.00
2	5/6/2024	86513	Aleshire & Wynder – Legal Services	\$752.40
3	6/1/2024	20245	Savage – GM Services (Portions Grant Reimbursable)	\$7,523.64

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit (Pre 2023)	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
Audit (2023)	Moss, Levy & Hartzheim, LLP	\$ 0.00	\$ 2,900.00
30% Hybrid Design	REGEN, LLC.	\$ 71,856.59	\$ 3,143.41
Groundwater Wells	Various	\$ 97,335.36	\$ 24,109.64
Groundwater Wells	Various	\$ 97,335.36	\$ 24,109.64

GM Savage briefly introduces the item, noting that there isn't anything spectacular in the invoices. He adds that MLH has almost completed the 2023 audit.

Chair Kennedy opens the floor to public comment.

No requests to speak

VP Palmer asks about the pre2023 audit amounts for MLH. GM Savage responds that he will clean things up with the 2023 audit.

VP Palmer asks about REGEN billings. GM Savage responds that he does not anticipate additional billings from REGEN, but perhaps the funds could be used to bring REGEN back for a future workshop.

Motion to recommend invoices 1-3, as presented.

Motion by: VP Palmer, Second: President Kennedy

Voice vote 3-0

6. BUDGET REPORTS

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

GM Savage walks through the provided budget reports. He asks if the history of cash balance is helpful to the Directors. VP Palmer and President Kennedy agree it is helpful to see the history over time.

Chair Kennedy opens the floor to public comment.

No requests to speak.

7. FISCAL YEAR 2024-25 (FY 2024-25) BUDGET

The General Manager will review the proposed budget for the Fiscal Year 2024-25. The District's Fiscal Year runs from July 1, 2024 to June 30, 2025. The hearing for the FY 2024-25 budget is set for June 12, 2024.

Chair Kennedy opens the floor to public comment.

Mike Brady speaks.

GM Savage notes that the funds recommended by this Subcommittee are included – specifically \$60k for Solvang investigation and \$100k towards a 60% design. He walks through the spreadsheet provided with the agenda. VP Palmer asks about getting the County to pay for the ongoing testing of the wells. GM Savage responds that direction from the full Board would be needed to pursue more grants through the County. President Kennedy asks why the amount for Counsel is lower. GM Savage confirms it is related to not paying for travel as we did with prior Counsel. She then asks about whether additional support for Counsel is needed as we pursue a property owner (Prop 218) vote. VP Palmer comments that we can use some of the unused funds to pay for it. GM Savage notes that no major action is required to allocate the unallocated funds – just a majority vote at a Board meeting.

Motion to recommend the adjusted Proposed FY 2024-25 budget to the full Board of Directors.

Motion by: VP Palmer; Second: Director Kennedy

Voice vote: 3-0

INFORMATIONAL ITEMS:

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

8. 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.

Chair Kennedy – none

Director Palmer – none

GM Savage – none

ADJOURNMENT

Motion to adjourn at 8:52 AM.

Motion by: Director Palmer; Second: Director Kennedy

Voice vote: 3-0

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Approved:



President Julie Kennedy