

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
 FINANCE SUBCOMMITTEE MEETING
 April 4, 2025 – 8:30 AM**

Posted: 3-27-2025

ADDENDUM – UPDATED AGENDA – ITEM #5

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 March 27, 2025.

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
Added Items				
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

Updated Table

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



REMIT ACH PAYMENT TO: MNS Engineers, Inc.
 BANK NAME: Pacific Premier Bank
 ROUTING NUMBER: 322285781
 BANK ACCOUNT NUMBER: 4317181537
 TYPE ACCOUNT: Checking
 CONTACT: payments@mnsengineers.com

IF UNABLE TO REMIT PAYMENT VIA ACH, PLEASE MAIL CHECKS TO:
 MNS Engineers, Inc.
 P.O. Box 6637
 Pasadena, CA 91109-6573
 Contact: 805.692.6921

March 26, 2025

Project No: LOCS.D.180392.00

Invoice No: 89399

Los Olivos Community Services District
 P.O. Box 553
 Los Olivos, CA 93441

Principal Jeffrey Edwards
 Project Manager Douglas Pike
 Project LOCS.D.180392.00 District Support Services

This Invoice includes:

- 1. General District Support Tasks: \$1,050.00
- 2. Engineering Tasks: \$740.00

Professional Services for the Period: February 01, 2025 to February 28, 2025

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount	
Project Coordinator	10.00	105.00	1,050.00	
Totals	10.00		1,050.00	
Total Labor				1,050.00
		Level 2 Subtotal		\$1,050.00

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount	
District Engineer	4.00	185.00	740.00	
Totals	4.00		740.00	
Total Labor				740.00

MNS Engineers, Inc. | 201 N. Calle Cesar Chavez, Suite 300 | Santa Barbara, CA 93103 | Phone: 805.692.6921

WWW.MNSENGINEERS.COM > PLANNING > ENGINEERING > CONSTRUCTION MANAGEMENT > LAND SURVEYING

The following applies: CA Civil Code § 8800 for private projects, CA Civil Code § 20104.50 for local government projects and CA Govt Code § 927 for state agency projects. This invoice is subject to the interest/penalty provisions of the California Prompt Payment Act.

Project	LOCSD.180392.00	District Support Services	Invoice	89399
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Level 2 Subtotal	\$740.00
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Current Invoice Amount	\$1,790.00
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Outstanding Invoices

Number	Date	Balance
87447	9/24/2024	1,452.50
88887	2/18/2025	1,822.50
Total		3,275.00

Billing Backup

Wednesday, March 26, 2025

MNS Engineers, Inc.

Invoice 89399 Dated 3/26/2025

9:37:12 AM

Project LOCS.D.180392.00 District Support Services
 Level 2 TASK01 District Management

Professional Personnel

		Hours	Rate	Amount
Project Coordinator				
Zepeda, Mary	2/18/2025	4.00	105.00	420.00
Prepare A&W (2), Carollo (2), GSI (2), GWS (2), MNS (3), Stantec, WSC Invoices for payment via FIN; Update Budget Tracking Log				
Zepeda, Mary	2/19/2025	6.00	105.00	630.00
Create and Process Single Payment Claims for A&W (2), Carollo (2), GSI (2), GWS (2), MNS (3), Stantec, WSC Invoices for DP; Update Budget Tracking Log; File Documentation				
Totals		10.00		1,050.00
Total Labor				1,050.00

Level 2 Subtotal \$1,050.00

Level 2 TASK02 Engineering Tasks

Professional Personnel

		Hours	Rate	Amount
District Engineer				
Pike, Douglas	2/6/2025	.50	185.00	92.50
Reviewed Stantec 30% Solvang design report				
Pike, Douglas	2/7/2025	2.00	185.00	370.00
Technical Committee attendance - discussed Stantec 30% design, sent them Utility research at Grand Ave Proposed lift station site				
Pike, Douglas	2/12/2025	1.50	185.00	277.50
Board Meeting Attendance				
Totals		4.00		740.00
Total Labor				740.00

Level 2 Subtotal \$740.00

Project Total \$1,790.00

Total this Report \$1,790.00



INVOICE

Invoice Number	2373415
Invoice Date	March 26, 2025
Customer Number	163739
Project Number	184032474

Bill To

Los Olivos Community
 Service District
 Guy Savage
 PO Box 345
 Los Olivos CA 93441
 United States

Please Remit To

Stantec Consulting Services
 Inc. (SCSI)
 13980 Collections Center
 Drive
 Chicago IL 60693
 United States
 Federal Tax ID
 11-2167170

Project Description: Los Olivos to Solvang Sewer Pipeline

Stantec Project Manager:	Poytress, Carrie Elizabeth
Authorization Amount:	\$56,250.00
Authorization Previously Billed:	\$45,239.50
Authorization Billed to Date:	\$55,944.00
Current Invoice Due:	\$10,704.50
For Period Ending:	March 14, 2025

Invoice email: GM.LOCSD@gmail.com

Net Due in 30 Days or in accordance with terms of the contract

INVOICE

Invoice Number

2373415

Project Number

184032474

Top Task 300 **LOCSD to Solvang Pipeline 30% Design**

Low Task 300.301 **Project Management**

Professional Services

Billing Level	Hours	Rate	Current Amount
Level 14	2.46	261.00	641.00
	2.46		641.00
Level 15	8.00	274.00	2,192.00
	8.00		2,192.00
Professional Services Subtotal	10.46		2,833.00

Low Task 300.301 Subtotal **2,833.00**

Low Task 300.304 **30 Percent Design Documents**

Professional Services

Billing Level	Hours	Rate	Current Amount
Level 10	21.95	204.00	4,478.50
	21.95		4,478.50
Level 14	13.00	261.00	3,393.00
	13.00		3,393.00
Professional Services Subtotal	34.95		7,871.50

Low Task 300.304 Subtotal **7,871.50**

Top Task 300 Total **10,704.50**

Total Fees & Disbursements

\$10,704.50

INVOICE

Invoice Number
Project Number

2373415
184032474

INVOICE TOTAL (USD)

\$10,704.50