LOS OLIVOS COMMUNITY SERVICES DISTRICT **Posted: 8-6-2026**
REGULAR MEETING
August 12, 2026, 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)

The Los Olivos Community Services District (LOCSD) is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act (ADA), if you need special assistance to participate in the meeting or need this agenda provided in a disability-related alternative format, please call 805.500.4098 or email to losolivoscsd@gmail.com. Agendas and meeting packets are generally available to the public at the Los Olivos Post Office - 2880 Grand Avenue. Any public records, which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at a location to be determined in Los Olivos, California 93441.

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 that is not on the agenda today (Gov. Code - 54954.3). The public may also suggest 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

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 any action being taken by the Board.

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Regular Meeting minutes of June 10, 2026.

Regular Meeting minutes of July 8, 2026.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE AUGUST 3, 2026.

No.	Invoice Date	Invoice #	Provider	Amount
1	4/30/2026	I-12600	MLH – FY 2024-25 Audit	$ 5,000.00
2	7/1/2026	107603	Aleshire and Wynder – Legal Services	$ 2,264.87
3	7/13/2026	26070507	MNS / BKF – Engineering Services	$ 550.00
4	7/22/2026	R22-00959 – 7	Padre – Environmental Services	$ 85.00
5	7/27/2026	68424	Wallace Group – Engineering Services	$ 15,851.85
6	7/31/2026	20267	GWS – General Manager Services	$ 4,650.51
7	8/3/2026	1416	Civic Sol Accounting – Accounts Payable Services	$ 301.25
8				

Project	Vendor	To Date (including current invoices)	Total Authorization
Phase 1 - 30% Design / 30-year cost of ownership	Wallace Group	$ 305,993.65	$ 403,000.00
Environmental Review	Padre	$ 16,943.53	$ 57,383.00
Proposition 218 Communications	RGS	$ 5,443.20	$ 28,300.00
FY 2025-26 Audit	Nigro&Nigro	$ 0.00	$ 9,500.00

BUSINESS ITEMS:

The public may comment on any business item prior to any action being taken by the Board.

7. AUTHORIZATION FOR THE WALLACE GROUP TO PROCEED WITH DESIGN EFFORTS IN AN AMOUNT NOT TO EXCEED $985,429 AND DESIGNATION OF GENERAL MANAGER SAVAGE AS PROJECT MANAGER OVER WALLACE GROUP EFFORTS

At the June 10 Regular Meeting, direction to staff was provided regarding equalization tank(s) and conveyance lines being hung on bridges between the District and the meeting point (manhole) with the City of Solvang. As part of staff's research, further effort by Wallace Group was directed regarding the ability to use gravity conveyance. It was determined that gravity conveyance is possible and that by using gravity conveyance, no lift stations would be required to be built by the District. Instead, wastewater could be collected and conveyed using gravity as its primary basis. Such a collection and conveyance system is estimated to result in construction savings in the hundreds of thousands of dollars ($x00,000) and annual ongoing operations and maintenance savings in the tens of thousands of dollars ($x0,000). Discussion regarding the need for an equalization tank and to confirm design approaches with the County of Santa Barbara is on-going.

At the July 8, 2026 Regular Board meeting of the LOCSD, your Board adopted Resolution 26-04 – A Project Option which selected gravity collection as its preferred option for collection within the boundaries of the LOCSD and continuing to explore conveyance options (gravity or pressurized) between the LOCSD and nearest manhole owned by the City of Solvang. As noted in the General Manager's recommendations it was intended as part of the motion that the Wallace Group be authorized to begin additional design activities. That recommended action was not included in the motion made during the July 8, 2026 meeting.

The Wallace Group contact calls for completion of 30% (Phase 1) and 60 and 90% (Phase 2) designs and related cost estimating at a cost not to exceed $1,485,435. As part of the original contact signing, your Board selected Option B for the 30% design and 30-year cost estimating (Phase 1) effort at a cost not to exceed $403,000. The Wallace Group has completed the Phase1 - Option B work at a total cost of $305,993.65 ($97,006.35 under budget). Given the cost savings to date, the remaining effort to complete Phase 2 of the Wallace Group's contract (60% and 90% designs) is expected to be less than $985,428.65. The Wallace Group's contract provides for 30, 60, and 90% design efforts. The Wallace Group's 30% design and 30-year cost-of-ownership documents can be found at: https://www.losolivoscsd.com/technical-studies-and-reports.

As with any project of the magnitude required to produce 60 or 90% design and cost estimates, day-to-day decisions are required to be made regarding project progress and direction. As a general definition, a project manager oversees and coordinates all aspects of a project to ensure it is completed on time, within budget, and to the required quality standards. They manage resources, schedules, budgets, and communication with clients, contractors, and regulatory bodies. Project managers are regularly given authority to provide direction to contractors, shift cost elements between budgeted project items, and resolve project issues to prevent delays or budget overages. An example of a shift between budgeted project items would be as follows. In the existing Wallace Group contract, Potholing is estimated at $303,348 and Geo Technical at $250,000. If, during the normal course of business, it was determined that Geo Technical work was going to exceed its budget by $25,000 (total of $275,000) and Potholing be under budget by $50,000 (total of $253,348), the Project Manager would typically be authorized to make such a shift without returning to the full Board of Directors for authorization. All such shifts would be within the originally designated budget for the project and any request to exceed the adopted budget would be brought back to the Board of Directors for approval.

As part of his on-going duties, the General Manager is requesting that he be designated Project Manager over the Wallace Group's efforts. That designation would authorize him to make day-to-day decisions regarding timelines, expenditures, product quality, and general direction. Decisions made by the General Manager regarding expenditures would continue to be shown in monthly Wallace Group bills. Major decisions would also be reflected in the General Manager's monthly status report.

General Manager's recommendation: Authorize the Wallace Group to begin Phase 2 Design efforts and designate General Manager Savage as Project Manager over all Wallace Group design efforts.

INFORMATIONAL ITEMS:

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

8. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair) – did not meet
Grants Subcommittee (Director Palmer Chair) – did not meet
Project Management Subcommittee (Director Palmer Chair) – did not meet, last met April 2025
Technical Subcommittee (Director Fayram Chair) – did not meet
Prop 218 Ad hoc – did not meet

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:

TBD: If approved, Wallace Group 60% design

9. 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.

10. ADJOURNMENT