

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

Posted: 4-5-2024

April 10, 2024, 6PM (PST)

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 following location:
St Mark's in the Valley Episcopal Church, Stacy Hall - 2901 Nojoqui Ave, Los Olivos CA 93441

The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/86135156557?pwd=4sl90bmVH88b51RlbLhlyUaGD52CFF.1>

By Phone:

Meeting ID: 861 3515 6557 Passcode: 157483

One tap mobile: +16699006833,,86135156557#,,,,*157483# US (San Jose)

The Los Olivos Community Services District (LOCS D) 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 losolivoscscsd@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 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 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

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

losolivoscscsd@gmail.com, www.losolivoscscsd.com

the Board. Matters listed on the Consent Agenda will be read only on 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. 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 13, 2024.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE APRIL 1, 2024.

The invoices below have been reviewed by the Finance Subcommittee and are recommended for approval.

No.	Invoice Date	Invoice #	Provider	Amount
1	3/4/2024	1301	REGEN – 30% Engineering – Hybrid Models	\$ 22,000.00
2	3/7/2024	84901	Aleshire & Wynder – Legal Services	\$ 1,596.00
3	3/8/2024	876.004-2	GSI – Groundwater Monitoring Wells (Grant Reimbursable)	\$ 12,040.55
4	3/25/2024	85897	MNS Engineering – Engineering and Support Svcs.	\$ 1,162.50
5	3/31/2024	20243	Savage – General Manager Services (Portions Grant Reimbursable)	\$ 5,199.19
6	4/1/2024	326BDB28-0005	Streamline – Website software	\$ 756.00

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.	\$ 47,306.59	\$ 27,693.41
Groundwater Wells	Various	\$ 85,855.57	\$ 35,589.60

BUSINESS ITEMS:

7. CONSIDERATION OF AN ENGINEERING ESTIMATE IN THE AMOUNT OF \$40,240 FROM COROLLO ENGINEERING REGARDING CONNECTING THE LOCS D TO THE CITY OF SOLVANG’S WASTEWATER TREATMENT INFRASTRUCTURE

Corollo Engineering, the City of Solvang’s selected wastewater treatment plant engineering firm, has provided an estimate to evaluate the impact of LOCS D flows on the City’s wastewater treatment plant (WWTP). The evaluation laid out in the scope and budget considers impacts of additional flows on the WWTP capacity as well as water quality of the effluent. The effort is estimated by Corollo is \$40,240. The work is estimated to take four months.

8. GENERAL MANAGER’S ANNUAL RETROSPECTIVE

The General Manager will present his view of the past year and make recommendations for the Board’s discussion and consideration. This item would normally be held until later in the meeting, but as it could impact the strategic and fiscal year budget planning, is being held first.

9. STRATEGIC AND FISCAL YEAR 2024-25 BUDGET PLANNING

The Board will discuss the upcoming fiscal year (July 1, 2024 through June 30, 2025) from a strategic goals and budgetary perspective.

10. CONSIDERATION OF RESOLUTION 24-03 - DONATIONS

The Board will consider adoption of draft Resolution 24-03 which delegates authority to the General Manager to accept or reject donations in amounts up to and including \$1,000.00 (one thousand dollars). The Resolution was reviewed by the Financed Subcommittee and is recommended for approval.

11. UPDATE AND DISCUSSION ON GROUNDWATER MONITORING WELLS

The LOCS D successfully installed three new groundwater monitoring wells and tested all five wells earlier this year. Discussion continues about need for additional testing and test wells. Staff and Director Fayram are scheduled to meet with the Central Coast Regional Water Quality Control Board (CCRWQCB) and County of Santa Barbara Environmental Health Services (EHS) on April 8 to discuss wells (after posting of this agenda). Attendees will summarize the meeting and its outcomes.

Information on the District wells and related testing can be found on-line at:

<https://www.losolivoscscsd.com/district-drills-three-additional-groundwater-monitoring-wells-6ee4aedd-e69b-4137-afc1-bc072cbcb7d0>

INFORMATIONAL ITEMS:

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

12. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair)

Grants Subcommittee (President Kennedy Chair)

Project Management Subcommittee (Director 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 Budget Reports. See the packet for more details.

Notable upcoming meeting items:

May – REGEN 30% deliverable final presentation (REGEN in attendance)

May – FY 2024-25 Preliminary Budget

June – FY 2024-25 Budget Hearing, Gann Limit, Tax Assessment Authorization

13. 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.

14. ADJOURNMENT

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

Posted: 3-9-2024

March 13, 2024, 6PM (PST)

**St Mark's in the Valley Episcopal Church, Stacy Hall
2901 Nojoqui 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 following location:
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By Phone:

Meeting ID: 861 3515 6557 Passcode: 157483

One tap mobile: +16699006833,,86135156557#,,,,*157483# US (San Jose)

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MEETING AGENDA

1. CALL TO ORDER

President Kennedy calls the meeting to order at: 6:00 PM

2. ROLL CALL

Present: President Kennedy, Vice President Palmer, Director Fayram, Director Parks, Director Stormo

Absent: None

3. PLEDGE OF ALLEGIANCE

GM Savage notes that an Addendum to tonight's meeting was posted earlier in the day. He adds that each will be briefly talked about as part of the appropriate agenda item.

GM Savage comments that the District is trying a new microphone/speaker system for the meeting. He thanks the Santa Ynez Community Services District for loaning them a system that can be used and evaluated prior to the LOCSD making a purchase.

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.

President Kennedy opens the floor to public comment.

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

losolivoscscd@gmail.com, www.losolivoscscd.com

Agenda Packet
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Tom Nelson speaks.

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 DISTRICT STATUS REPORT

GM Savage briefly comments that the significant items of work are on the agenda for this evening and therefore he will withhold commentary until the appropriate item.

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. 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 February 28, 2024.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE MARCH 1, 2024.

The invoices below have been reviewed by the Finance Subcommittee and are recommended for approval.

No.	Invoice Date	Invoice #	Provider	Amount
1	2/6/2024	876.004-1	GSI – Groundwater Monitoring Wells (Grant Reimbursable)	\$ 13,266.81
2	2/7/2024	24-30118	BC2 Engineering – Groundwater Monitoring Well Drilling / Development (Grant Reimbursable)	\$ 31,662.50
3	2/15/2024	84161	Aleshire & Wynder – Legal Services	\$ 4,073.20
4	2/16/2024	85541	MNS Engineering – Engineering and Support Svcs. (Portions Grant Reimbursable)	\$ 962.50
5	2/27/2024	24-30118.1	BC2 Engineering – Groundwater Monitoring Well Drilling / Development (Grant Reimbursable)	\$ 6,891.25
6	2/28/2024	20242	Savage – General Manager Services (Portions Grant Reimbursable)	\$ 6,785.80

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.	\$ 25,306.59	\$ 49,693.41
Groundwater Wells	Various	\$ 121,445.00	\$ 59,087.55

GM Savage briefly introduces the item, pointing out that MLH will begin the audit after the April 15 tax deadline. He adds that he will provide more detail on the current financial situation of the LOCS D as part of his GM Comments in item 9B.

President Kennedy opens the floor to public comment.

No requests to speak.

Motion to approve the consent agenda.

Motion by: Vice President Palmer; Second: Director Parks

Voice vote: 5-0

BUSINESS ITEMS:

7. UPDATE AND DISCUSSION ON THE INSTALLATION OF THREE NEW GROUNDWATER MONITORING WELLS AND TESTING OF THE THREE NEW WELLS, PLUS TESTING OF TWO EXISTING WELLS

The LOCSD successfully applied for grant funds to install three new groundwater monitoring wells and test the three new wells plus two existing groundwater monitoring wells. Staff will provide an update on the progress of the effort. Information is also available on-line at:

<https://www.losolivoscsd.com/district-drills-three-additional-groundwater-monitoring-wells-6ee4aedd-e69b-4137-afc1-bc072cbcb7d0>

The update will include new information regarding test results and requirements from the Central Coast Regional Water Quality Control Board. Staff will be seeking direction from the Board of Directors on the new requirements and related efforts.

GM Savage walks through a number of slides, which are posted with the agenda on the District website. As he walks through the slides, he describes the drilling, development and well development processes. He then explains how well testing is completed. He notes that in the Addendum posted earlier today, there are new requirements from the Central Coast Regional Water Quality Control Board (CCRWQCB). GM Savage describes the difference between the District's normal testing approach and what the CCRWQCB is requesting. He then notes that GSI is providing a quote for the effort and that the additional work will fit within the existing grant and that County EHS has agreed to pay for the work using the grant funds. GM Savage concludes his comments about well testing with a general, verbal description of how contaminates "spread" in the groundwater table. He notes that water underground does not always flow the way it might be expected; so, no assumptions about test results should be made. He concludes his comments by stating that one way to get more specific results would be to add another well north of Highway 154, along Figueroa Mountain Road or Railway Avenue. Such a well would be in keeping with the original Groundwater Monitoring Well program. He closes his comments by saying that he would appreciate direction from the Board in two areas:

1. Confirmation that pursuing the additional groundwater monitoring well scope proposed by CCRWQCB, as long as it fits within the existing grant funds, is okay.
2. Direction regarding pursuit of an additional well north of Highway 154.

President Kennedy opens the floor to public comment.

Paul Rohrer and Mike Brady speak.

Director Palmer concurs that a well north of Hwy 154 makes sense, particularly if the grant covered the entire costs. Director Fayram comments that a well north of Hwy 154 could be good, he notes that he is leery of changing our focus from implementing a solution. He further comments on additional constituents being requested to be tested for and the impact on the District's budget. Director Stormo comments that an additional well would be nice but wants to understand the costs. Director Parks asks about drilling outside of the District, would the County be willing to help us with the costs. President Kennedy comments that she supports another well.

8. DISCUSSION REGARDING PLANNING FOR POTENTIAL UPCOMING WORKSHOPS – SITING AND SYSTEM OWNERSHIP

The Board will discuss two potential upcoming workshops: community treatment plant siting and ownership of system components. Staff will be seeking direction from the Board of Directors regarding the potential workshops, content of the workshops, and how best to facilitate the community discussion.

GM Savage introduces the item. He notes that this is solely a conversation about planning for upcoming workshops, not a "decision" making item regarding siting or system ownership.

President Kennedy opens the floor to public comment related to Siting.

Paul Rohrer, Tom Nelson, Anna Marie Gott, and Mike Brady speak.

Director Fayram comments on connectivity to the City of Solvang, disposal, testing, and REGEN's report. He notes that it is kind of a chicken and an egg conversation, you have to start someplace. Vice President Palmer comments that a Siting conversation is little premature and would like to revisit this in two months. Director Stormo agrees with the comments that holding off is probably best. Director Parks concurs. President Kennedy agrees we should

President Kennedy opens the floor to public comment related to Component Ownership.

Tom Nelson, Paul Rohrer, Anna Marie Gott speak.

Director Parks comments that this conversation may also be a bit too early. Director Stormo agrees this should be held until after treatment discussion is completed. Director Fayram comments that he is familiar with many of

these issues and that only owning those things “in the street” tends to be the preferred approach. Vice President Palmer comments that she is interested in understanding what we can/cannot do, options, preferred options taken by other organizations, regulatory framework, and other models that are available. Director Fayram comments that we will need a lot of help from Counsel on what is possible and/or what additional experts are available. President Kennedy likens having a conversation, much like was done with Counsel’s Brown Act presentation may make sense.

INFORMATIONAL ITEMS:

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

9. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair)

President Kennedy notes that the Finance Subcommittee did meet last week.

Grants Subcommittee (President Kennedy Chair)

Did not meet, and there are a couple of grant opportunities

Project Management Subcommittee (Director Palmer Chair)

Did not meet but is anticipating meeting soon.

Technical Subcommittee (Director Fayram Chair)

Did not meet, but has one scheduled for March 22.

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 Budget Reports. See the packet for more details.

Notable upcoming meeting items:

April – Fiscal Year (FY) 2024-25 Budget and Strategic Planning, GM’s Annual Report

May – REGEN 30% deliverable final presentation

May – FY 2024-25 Budget Workshop

July/June – FY 2024-25 Budget Hearing, Gann Limit, Tax Assessment Authorization

GM Savage points out the upcoming meetings. He then walks through his status report (attached) and the District’s financial situation (also attached). He notes that \$75,000 has been expended on the groundwater monitoring wells and that he has requested an interim reimbursement.

GM Savage then notes that he and DE Pike will be attending an American Public Works Association (APWA) meeting tomorrow, where the District is up for a regional award related to its groundwater monitoring project. Details of the meeting were included in last month’s agenda, but not highlighted.

GM Savage points out that part of the Addendum was the promised map from REGEN. It appears that water main setbacks within the downtown core may not create a significant issue. However, until CAD drawings or other input from ID#1 are received, the District cannot say for certain.

GM Savage asks the Board about “permanently” moving to the Grange for its Regular Meetings. He notes that he has confirmed that all remaining 2024 dates are available at the Grange and that rental is \$50 per meeting.

GM Savage concludes by noting that he has performed some outreach to organizations such as Los Olivos Elementary School to better understand their interests regarding community wastewater treatment.

10. 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.

President Kennedy - No comments

Vice President Palmer – No comments

Director Fayram – No comments

Director Parks – No comments

Director Stormo – No comments

11. ADJOURNMENT

Motion to adjourn at: 7:24 PM

Motion by: Director Fayram; Second: Vice President Palmer

Voice vote: 5-0

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Approved:

President Julie Kennedy

ITEM 6B – INVOICES

INVOICES



213 S. 11th St.
 Boise, ID 83702
 P 208.794.8558

Invoice

Invoice #: 1301
Invoice Date: 3/4/2024
Due Date: 3/4/2024
Project: 22031 Los Olivos Co...
P.O. Number:

Bill To:
 22031 Los Olivos Community Service Distri
 ct

Description	Hours/Qty	Rate	Prev. Invoiced	Amount
15% Design completion		22,000.00		22,000.00
			Total	\$22,000.00
			Payments/Credits	\$0.00
			Balance Due	\$22,000.00
			Job Total Balance	\$22,000.00



1 Park Plaza, Suite 1000
 Irvine, CA 92614
 P (949) 223-1170 • F (949) 223-1180
 awattorneys.com

Federal Tax ID: 55-0814676

**LOS OLIVOS COMMUNITY SERVICES DISTRICT (01245)
 MONTHLY BILLING SUMMARY**

Billing Period: February 2024

Matter Description	Total Hours	Total Fees	Total Costs	Total Other Charges	Total Billed	Comments
0001 General	7.00	1,596.00	0.00	0.00	1,596.00	
TOTALS:	7.00	1,596.00	0.00	0.00	1,596.00	



1 Park Plaza, Suite 1000
 Irvine, CA 92614
 Phone: (949) 223-1170
 Fax: (949) 223-1180
 Federal Tax ID: 55-0814676

Los Olivos Community Services District
 General Manager
 PO Box 345
 Los Olivos, CA 93441

March 7, 2024
 Bill No. 84901

For Legal Services Rendered Through 2/29/24

CLIENT: 01245 - Los Olivos Community Services District
 MATTER: 0001 - General

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
02/01/24	SON	CORRESPONDENCE RE WRDA FINANCING; DRAFT MEMO RE SERVICE	1.30	296.40
02/05/24	SON	FINALIZE MEMO; EMAIL GUY	0.20	45.60
02/06/24	SON	DRAFT RESPONSE TO BROWN ACT, FORMATION ISSUES	0.40	91.20
02/09/24	SON	CORRESPONDENCE RE DONATION, DISABILITY OBLIGATIONS, FILING AND AUDITS, EMAIL RE BROWN ACT ISSUE	0.60	136.80
02/13/24	SON	REVIEW GS EMAIL RE POTENTIAL DONATION	0.10	22.80
02/14/24	KL	REVIEW EMAIL RE LEGAL RATE INCREASE 2024; REVIEW ATTACHMENT; REPLY TO SAME	0.10	22.80
02/14/24	SON	REVIEW GS EMAIL RE MEETING ATTENDANCE; REVIEW GOTT EMAIL RE ACCESS	0.30	68.40
02/16/24	SON	TELEPHONE CONFERENCE WITH GUY RE REQUEST FOR ACCOMMODATION; CORRESPONDENCE RE SAME	0.30	68.40

Client: 01245 - Los Olivos Community Services District
 Matter: 0001 - General

March 7, 2024
 Page 2

Date	Attorney	Description	Hours	Amount
02/20/24	SON	CORRESPONDENCE WITH GS RE STAFF REPORTS AND AGENDA ITEMS; REVIEW AGENDAS FOR TECH AND PROJECT MANAGEMENT SUBCOMMITTEES; CORRESPONDENCE RE PA SYSTEM	0.50	114.00
02/21/24	SON	CORRESPONDENCE WITH GS RE MEETING POSTING	0.20	45.60
02/22/24	SON	CORRESPONDENCE RE ACCOMMODATIONS FOR MEETING PARTICIPANTS	0.10	22.80
02/26/24	SON	REVIEW LOHMEYER EMAIL RE TECH COMMITTEE; CORRESPONDENCE RE SAME ; RESOLUTIONS ACCEPTING DONATIONS; CORRESPONDENCE RE SAME, SOLVANG OPTION	0.60	136.80
02/28/24	SON	PREPARE AND ATTEND BORD MEETING	2.00	456.00
02/29/24	SON	REVIEW ANTI-HARASSMENT CERTIFICATE; CORRESPONDENCE RE SETBACKS AND SEC 53091 EXEMPTION	0.30	68.40
Total Professional Services			7.00	\$1,596.00

PROFESSIONAL SERVICES SUMMARY

Code	Name	Hours	Rate	Amount
KL	Keith Lemieux	0.10	228.00	22.80
SON	Steven O'Neill	6.90	228.00	1,573.20
Total Professional Services		7.00		\$1,596.00

CURRENT BILL TOTAL AMOUNT DUE **\$1,596.00**

Balance Forward: 5,195.20

Receipts Since Last Bill

Date	Description	Total Applied
03/07/24	Wire Transfer Payment - Thank you	-1,122.00
	Less Total Payments	-1,122.00

Payments & Adjustments: -1,122.00

Total Due: **\$5,669.20**

Please return this page with remittance

to
Aleshire & Wynder LLP

Bill Number: 84901
Bill Date: March 7, 2024
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0001
Matter Name: General

Total Professional Services:	1,596.00
Total Disbursements:	0.00
CURRENT BILL TOTAL AMOUNT DUE	<u>\$1,596.00</u>
Balance Forward:	5,195.20
Payments & Adjustments:	-1,122.00
Total Due:	<u>\$5,669.20</u>

Amount enclosed: _____

Thank You



650 NE Holladay St., Suite 900
 Portland, OR 97232
 P: 503.239.8799
 accounting@gsiws.com
 www.gsiws.com

Guy Savage
 Los Olivos Community Services District
 PO Box 345
 Los Olivos, CA 93441

March 08, 2024
 Invoice No: 00876.004 - 2

Project 00876.004 Construction of Three New Monitoring Wells
Professional Services from February 01, 2024 to February 29, 2024

Task .001 Installation of Three Monitoring Wells

Labor

	Hours	Rate	Amount	
Principal Consultant				
Thompson, Timothy	14.00	305.00	4,270.00	
Managing Hydrogeologist				
Lapostol, Andres	12.00	175.00	2,100.00	
Staff Hydrogeologist				
Fortunelli, Nehuen	27.00	155.00	4,185.00	
Administration				
Blagg, Paige	.50	125.00	62.50	
Steensma, Nancy	.50	115.00	57.50	
Totals	54.00		10,675.00	
Total Labor				10,675.00

Subconsultants

Eurofins Environment Testing				
3/4/2024 Eurofins Environment Testing Lab Analysis			735.00	
Total Subconsultants		1.1 times	735.00	808.50

Reimbursable Expenses

Equipment Rental/Purchase			382.74	
Field Supplies			14.03	
Total Reimbursables		1.1 times	396.77	436.45

GSI Owned Equipment Billing

GSI Owned Vehicle				
	87.0 miles @ 0.67		58.29	
	93.0 miles @ 0.67		62.31	
Total GSI Owned Equipment			120.60	120.60

Total this Task \$12,040.55

Project Summary

	Current Period	Prior Periods	Invoiced to Date	
Total Billings	12,040.55	13,266.81	25,307.36	
Authorized Budget			36,700.00	
Budget Remaining			11,392.64	
			Total this Invoice	<u><u>\$12,040.55</u></u>

Outstanding Invoices

Number	Date	Balance
1	2/6/2024	13,266.81
Total		13,266.81



201 N. Calle Cesar Chavez | Suite 300
Santa Barbara, CA 93103

Main: 805 692 6921

WWW.MNSENGINEERS.COM

- > CIVIL ENGINEERING
- > CONSTRUCTION MANAGEMENT
- > LAND SURVEYING

March 25, 2024

Project No: LOCS.D.180392.00

Invoice No: 85897

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-Groundwater Monitoring Wells

This Invoice includes:

1. General District Support Tasks: \$792.50
2. Engineering Tasks:
 - a. General Support Tasks: Attend Meeting \$370.00

Professional Services for the Period: February 01, 2024 to February 29, 2024

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount	
Administrative Support				
Project Coordinator	.50	105.00	52.50	
Project Management				
District Engineer	4.00	185.00	740.00	
Totals	4.50		792.50	
Total Labor				792.50
				Level 2 Subtotal
				\$792.50

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount	
Project Management				
District Engineer	2.00	185.00	370.00	
Totals	2.00		370.00	
Total Labor				370.00

Project	LOCSD.180392.00	District Support Services	Invoice	85897
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Level 2 Subtotal	\$370.00
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Current Invoice Amount	\$1,162.50
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Outstanding Invoices

Number	Date	Balance
85541	2/16/2024	962.50
Total		962.50

Billing Backup

Monday, March 25, 2024

MNS Engineers, Inc.

Invoice 85897 Dated 3/25/2024

1:53:54 PM

Project	LOCSD.180392.00	District Support Services-Groundwater Monitoring Wells		
Level 2	TASK01	District Management		

Professional Personnel

	Hours	Rate	Amount	
Administrative Support				
Project Coordinator				
Zepeda, Mary	2/5/2024	.25	105.00	26.25
Assist DP re FIN Invoices; Update Budget Training Log				
Zepeda, Mary	2/20/2024	.25	105.00	26.25
File and Upload MNS and A&W Invoice; Update Budget Tracking Log				
Project Management				
District Engineer				
Pike, Douglas	2/5/2024	1.00	185.00	185.00
Prepared and submitted Deposit Journal Entry in FIN to assist the County in closing out the calendar year. Submitted it after coordinating with three Count Staff Members (Coordinated with Guy while he was travelling)				
Pike, Douglas	2/26/2024	1.00	185.00	185.00
Assemble file, and Print Materials for Regular Board Meeting				
Pike, Douglas	2/28/2024	2.00	185.00	370.00
Regular Board Meeting set-up and support				
Totals			4.50	792.50
Total Labor				792.50
			Level 2 Subtotal	\$792.50

Level 2	TASK02	Engineering Tasks		
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Professional Personnel

	Hours	Rate	Amount	
Project Management				
District Engineer				
Pike, Douglas	2/5/2024	1.00	185.00	185.00
Tech Committee support and attendance				
Pike, Douglas	2/26/2024	1.00	185.00	185.00
Technical Committee Meeting				
Totals			2.00	370.00
Total Labor				370.00
			Level 2 Subtotal	\$370.00
			Project Total	\$1,162.50
			Total this Report	\$1,162.50

INVOICE

FROM:

Guy W. Savage
PO Box 894
Los Olivos, Ca 93441

BILL TO:

Via electronic delivery
President Julie Kennedy
Los Olivos Community Services District
PO Box 345
Los Olivos, Ca 93441

Invoice #: 20243
Invoice Date: 3/31/2024

Dear President Kennedy,

Please see the below for professional services provided, plus any expenditures made on behalf of the District. The attached tally of hours (units) exceeds those being billed below. This is being done to track the hours for future reference. Per agreement, the hours will be capped at the number below or as authorized by the District.

Date	Description	Units	Rate	Amount
3/31/2024	General Manager Services - LOCSD (3/1/24-3/31/24) See Attached for Details	31.75	\$ 138.65	\$ 4,401.98
3/31/2024	Grant Reimbursable - General Manager Services - Groundwater Monitoring Wells (3/1/24-3/31/24) See Attached for Details	5.75	\$ 138.65	\$ 797.21
Total				\$ 5,199.19

Thank you for your continued support.



Email: GM.LOCSD@gmail.com

Date	Description	Hours	Grant			Amount Grant Reimbursable
			Reimbursable	Rate	Amount	
4-Mar	February Regular Meeting 3/31 minutes, video post	0.5		\$ 138.65	\$ 69.32	\$ -
	State Controller - 1099 emps/BOD	0.5		\$ 138.65	\$ 69.32	\$ -
5-Mar	March Finance Agenda, Post, County Passport troubleshooting	1.75		\$ 138.65	\$ 242.63	\$ -
6-Mar	February quarterly update, website updates, emails, Kennedy call	3.25		\$ 138.65	\$ 450.60	\$ -
	LGRS SCO letter and online updates	0.75		\$ 138.65	\$ 103.98	\$ -
	February Regular Meeting 3/31 minutes	2		\$ 138.65	\$ 277.29	\$ -
	Special groundwater well sampling (split sample) coordination		0.25	\$ 138.65	\$ -	\$ 34.66
7-Mar	March Regular agenda	0.5		\$ 138.65	\$ 69.32	\$ -
	Equipment retrieval from MNS	0.5		\$ 138.65	\$ 69.32	\$ -
8-Mar	Finance Subcommittee meeting	0.75		\$ 138.65	\$ 103.98	\$ -
	`	0.75		\$ 138.65	\$ 103.98	\$ -
9-Mar	Finalize March Regular agenda	1		\$ 138.65	\$ 138.65	\$ -
	Finance Subcommittee meeting minutes, video, post	1		\$ 138.65	\$ 138.65	\$ -
11-Mar	Meeting coordination advanced onsite	0.5		\$ 138.65	\$ 69.32	\$ -
	Emails, a/v system coordination	1.25		\$ 138.65	\$ 173.31	\$ -
	Prior meeting minutes - scan and post	0.5		\$ 138.65	\$ 69.32	\$ -
	Website updates	0.5		\$ 138.65	\$ 69.32	\$ -
12-Mar	Emails, LO School outreach	0.25		\$ 138.65	\$ 34.66	\$ -
	Equipment pickup SYCSD	0.5		\$ 138.65	\$ 69.32	\$ -
	Special groundwater well sampling (split sample), review, coord w/GSI, CCRWQCB		0.5	\$ 138.65	\$ -	\$ 69.32
13-Mar	Emails, Tech Sub coordination	1		\$ 138.65	\$ 138.65	\$ -
	Grant reimbursement and monthly reporting		1.5	\$ 138.65	\$ -	\$ 207.97
	Addendum 1 - create, post, notify	0.5		\$ 138.65	\$ 69.32	\$ -
	March Regular meeting	3		\$ 138.65	\$ 415.94	\$ -
14-Mar	APWA awards meeting	3		\$ 138.65	\$ 415.94	\$ -
	March Regular meeting minutes	0.75		\$ 138.65	\$ 103.98	\$ -
	Emails, APWA award announcement	0.25		\$ 138.65	\$ 34.66	\$ -
	Technical and Grants Subcommittee agendas	0.75		\$ 138.65	\$ 103.98	\$ -
	Prior meeting minutes - scan and post	0.5		\$ 138.65	\$ 69.32	\$ -
21-Mar	Site remediation		3.5	\$ 138.65	\$ -	\$ 485.26
22-Mar	Technical Subcommittee	0.75		\$ 138.65	\$ 103.98	\$ -
	Grants Subcommittee	0.75		\$ 138.65	\$ 103.98	\$ -
	Website updates, video posts, meeting minutes, email	1.5		\$ 138.65	\$ 207.97	\$ -
26-Mar	Los Olivos Elementary meeting	0.75		\$ 138.65	\$ 103.98	\$ -
28-Mar	Emails, website,new well follow up	1		\$ 138.65	\$ 138.65	\$ -
29-Mar	Fayram meeting	0.5		\$ 138.65	\$ 69.32	\$ -
	Totals	31.75	5.75		\$ 4,401.98	\$ 797.21

Grand Totals Hours 37.50 \$ 5,199.19

Invoice



Invoice number 326BDB28-0005
Date of issue April 1, 2024
Date due May 1, 2024

Streamline

United States
+1 916-238-1811
support@getstreamline.com

Bill to

Douglas Pike - Los Olivos
Community Services District
P.O. Box 345
Los Olivos, California 93441
United States
+1 805-697-1416
dpikem@mnsengineers.com

\$756.00 USD due May 1, 2024

[Pay online](#)

Description	Qty	Unit price	Amount
Streamline Web Member 50k-250k Apr 1, 2024 – Apr 1, 2025	1	\$756.00	\$756.00
Subtotal			\$756.00
Total			\$756.00
Amount due			\$756.00 USD

Questions?

Billing: 916-477-2455

Website Support: 916-238-1811

Need our W-9 for tax purposes?

You can download it at www.getstreamline.com/w9.

If paying by check, include invoice number in the memo line on the check

Pay with ACH or wire transfer

Bank transfers, also known as ACH payments, can take up to five business days. To pay via ACH, transfer funds using the following bank information.

Bank name WELLS FARGO BANK, N.A.
Routing number 121000248
Account number 40630134959785748
SWIFT code WFBIUS6S

Pay \$756.00 by check

Make payable to Streamline
Memo 326BDB28-0005
Mail to PO Box 207561
Dallas, TX 75320-7561

Please enclose a printed copy of this Invoice PDF and use USPS. (Courier services may not deliver to PO Boxes.) Once received, checks are processed within 3 business days.

ITEM 7 – COROLLO ESTIMATE – CONNECTION TO SOLVANG

COROLLO ESTIMATE – CONNECTION TO SOLVANG

March 20, 2024

Mr. Randy Murphy
City of Solvang
1644 Oak Street
Solvang, CA 93463

Subject: Evaluation of Los Olivos flows on WWTP

Dear Randy,

Thank you for the opportunity to engage with the City in evaluating the impact of Los Olivos flows on the wastewater treatment plant (WWTP). The evaluation laid out in the scope and budget attached considers impacts of additional flows on the WWTP capacity as well as water quality of the effluent. Currently the City's new WWTP permit NOA has new final limits for TDS, chloride, sulfate, sodium, boron and total nitrogen based on the Santa Rita groundwater basin water quality objectives. It is important to consider the impacts of these salt constituents on the WWTPs ability to meet the new effluent standards.

We look forward to continuing to work with the City on this evaluation.

Sincerely,
CAROLLO ENGINEERS, INC.



Jeff Weishaar
Vice President

Attachment A: Evaluation of Los Olivos Flows on the WWTP Scope and Assumptions

General Assumptions

General assumptions for the study include the following:

- Los Olivos Community Services District (LOCSD) will provide all data related to flows and loads anticipated by the flows they wish to discharge to the City of Solvang's WWTP. Data to include anticipated flow variations (monthly average, maximum month, peak day and hour) and quality data (BOD, TSS, ammonia, total nitrogen, TDS, chloride, sulfate, sodium, and boron).
- LOCSD or City will cover the costs for any required sampling and separately pay for any laboratory costs needed.
- Project duration estimated at 4 months.

Task 1 – PROJECT MANAGEMENT AND MEETINGS

Task includes project management activities and meetings which include:

- Ongoing monthly project management and invoices, schedule updates, and progress letters.
- Monthly check-in meetings (up to 4 meetings at one hour) – Virtual.
- Kickoff meeting – A kickoff meeting will be held with Carollo team and City staff to discuss the project workplan, schedule and goals/objectives.

Deliverables: Meeting agendas, notes and powerpoints; electronic delivery

Task 2 – DATA COLLECTION AND REVIEW

Task includes:

- Consultant will provide a data request to the City of Solvang and LOCSD for all relevant data and past reports.
- Review of data provided by LOCSD and City, including groundwater, drinking water supply, WWTP influent and effluent water quality and volumes. Constituents to be evaluated include BOD, TSS, ammonia, total nitrogen, TDS, sodium, chloride, boron, and sulfate.
- LOCSD will provide a schedule of when flows will be delivered to City and when increases will be scheduled.
- Development of a sampling plan, if needed.

Deliverables: Data Request and Sampling Plan; electronic delivery

Task 3 – CAPACITY ASSESSMENT

The Consultant will evaluate existing WWTP capacity and the ability to accept new flows and loads from LOCSD. Average and peak conditions will be considered in the capacity analysis. The impact of additional loading on the WWTP's ability to meet discharge requirements related to treatment (BOD, TSS, ammonia, total nitrogen) will be considered. The timing of when discharges will be increasing will be established along with increased amounts. Consultant will use knowledge of City's WWTP and planned improvements.

Task 4 - WATER QUALITY ANALYSIS

The Consultant will evaluate the impact of LOCSD flows and loads on the City's ability to comply with the NOA discharge requirements for TDS, chloride, sulfate, sodium, and boron. Consultant will summarize data provided LOCSD and any data collected by the City or LOCSD via the sampling plan. This data will be used to develop a flow weighted loading analysis and estimated effluent concentrations expected over time if the City accepts LOCSD discharges. These concentrations will be compared to effluent limits to determine compliance.

Task 5 – RECOMMENDATION AND TM

The Consultant will summarize the findings of Tasks 2-4 into a draft Technical Memorandum (TM). The TM will identify the recommendation and conditions for the City to take additional flows and loads from LOCSD. The TM will also lay out the next steps for implementation if project is feasible. The draft TM will be reviewed by the City. A final TM will be developed incorporating City and LOCSD comments.

Deliverables: Draft and Final TM

City of Solvang – LOCSD Study

Task Description	Hours by Classification							Labor	PECE	Printing/ Travel	Estimated Fee
	Senior Prof	Lead Prof	Project Engineer	Professional	Assistant Prof	Support Staff	Total Hours				
	\$305	\$284	\$240	\$185	\$165	\$135			\$ 14.00		
Task 1 - Project Management and Meetings	9	10	2	10	0	8	39	\$ 9,000	\$ 546	\$ 500	\$ 10,050
<i>Project Management (4 months)</i>	4	0	0	0	0	8	12	\$ 2,300	\$ 168	\$ -	\$ 2,470
<i>Meetings - Kickoff, Monthly Progress (4) = 5</i>	5	10	2	10	0	0	27	\$ 6,700	\$ 378	\$ 500	\$ 7,580
Task 2 - Data Collection and Review	2	4	6	16	0	0	28	\$ 6,200	\$ 392	\$ -	\$ 6,590
<i>Data Collection and Review</i>	1	2	4	12	0	0	19	\$ 4,100	\$ 266	\$ -	\$ 4,370
<i>Sampling Plan (1)</i>	1	2	2	4	0	0	9	\$ 2,100	\$ 126	\$ -	\$ 2,230
Task 3 - Capacity Assessment	2	4	8	16	0	0	30	\$ 6,600	\$ 420	\$ -	\$ 7,020
<i>Evaluation of WWTP Capacity Impacts</i>	2	4	8	16	0	0	30	\$ 6,600	\$ 420	\$ -	\$ 7,020
Task 4 - Water Quality Analysis	2	2	0	8	0	0	12	\$ 2,700	\$ 168	\$ -	\$ 2,870
<i>Evaluation of WQ Impacts</i>	2	2	0	8	0	0	12	\$ 2,700	\$ 168	\$ -	\$ 2,870
Task 5 - Recommendation and TM	3	6	10	32	0	14	65	\$ 12,800	\$ 910	\$ -	\$ 13,710
<i>Draft TM</i>	2	4	8	24	0	8	46	\$ 9,200	\$ 644	\$ -	\$ 9,840
<i>Final TM</i>	1	2	2	8	0	6	19	\$ 3,600	\$ 266	\$ -	\$ 3,870
Total	18	26	26	82	0	22	174	\$ 37,300	\$ 2,436	\$ 500	\$ 40,240

ITEM 9 – STRATEGIC AND BUDGET PLANNING

STRATEGIC AND BUDGET PLANNING

FY 2024-25 Budget Process and Timeline Review

	PROPOSED STEPS	DATE
1	DRAFT Budget to Finance Subcommittee	4/5/2024
2	Budget Planning, possibly as a workshop after Regular Meeting concludes	4/10/2024
3	GM prepares recommended DRAFT Budget based on Workshop	4/30/2024
	Finance Committee prepares and approves recommended DRAFT Budget to present to Board	5/10/2024
4	Board Approves a PRELIMINARY budget at a Regular Meeting and determines a Hearing Date	5/15/2024
5	<p>The District will publish a notice stating that the GM has prepared a proposed final budget which is available for inspection on the website; and include the date, time, and place when the Board will meet to adopt the final budget and that any person may appear and be heard regarding any item in the budget or regarding the addition of other items.</p> <p>Publication must be at least 2 weeks before Budget adoption meeting in at least one newspaper of general circulation in the district. NOTE: The notice must be PUBLISHED at least two weeks before the hearing, (SY Valley News / Santa Maria Times). It only needs to be published one time. Post DRAFT Budget on Website.</p>	5/21/2024 - publication must be at least 2 weeks before 6/12/2024 meeting
6	FINAL Budget hearing, part of Regular Meeting	6/12/2024
7	Post FINAL Budget on website	6/15/2024

Los Olivos Community Services District											
FY 2024-25 Budget (DRAFT)											
Line Item Account	FY 2020-21 Budget	FY 2020-21 (as of 6/30/2021)	FY 2021-22 Budget	FY 2021-22 (as of 6/30/2022)	FY 2022-23 Budget	FY 2022-23 (as of 6/30/2023)	FY 2023-24 Budget	FY 2023-24 (as of 4/1/2024)	DRAFT FY 2024-25	DRAFT FY 2024-25	Notes
Beginning Balance	\$ 193,885	\$ 193,885	\$ 213,370	\$ 213,370	\$ 136,475	\$ 154,050	\$ 87,567	\$ 87,567	\$ 173,617	\$ -	
Revenues											
Taxes											
3066 -- Special Tax Assessment	\$ 188,887	\$ 197,023	\$ 196,253	\$ 200,931	\$ 203,121	\$ 232,834	\$ 211,246	\$ 140,740	\$ 219,696	\$ 219,696	Assumes 4% YOY from prior
Taxes	\$ 188,887	\$ 197,023	\$ 196,253	\$ 200,931	\$ 203,121	\$ 232,834	\$ 211,246	\$ 140,740	\$ 219,696	\$ 219,696	
Use of Money and Property											
3380 -- Interest Income		\$ 839	\$ -	\$ 764	\$ 724	\$ 2,079	\$ 744	\$ 877	\$ 877	\$ 877	YTD
3381 -- Unrealized Gain/Loss Invstmnts		\$ (1,157)	\$ (80)	\$ (6,602)		\$ -	\$ -	\$ -	\$ -	\$ -	
Use of Money and Property		\$ (319)	\$ (80)	\$ (5,838)	\$ 724	\$ 2,079	\$ 744	\$ 877	\$ 877	\$ 877	
Intergovernmental Revenue	\$ -										
4339 -- State - Other								\$ 75,000	\$ -	\$ -	
4840 -- Other Governmental Agencies	\$ 180,000	\$ 44,986	\$ 274,000	\$ 43,386	\$ 169,804	\$ 30,131	\$ -	\$ 30,000	\$ -	\$ -	
Intergovernmental Revenue-Other							\$ -	\$ 105,000	\$ -	\$ -	
Miscellaneous Revenue											
5895 and 5909 -- Donations								\$ 20,020			
Miscellaneous Revenue	\$ 180,000	\$ 44,986	\$ 274,000	\$ 43,386	\$ 169,804	\$ 30,131	\$ -	\$ 20,020	\$ -	\$ -	
Total Cash & Revenues	\$ 562,772	\$ 435,575	\$ 683,543	\$ 451,849	\$ 510,124	\$ 419,095	\$ 299,557	\$ 354,204	\$ 394,189	\$ 220,572	
Expenditures											
Services and Supplies											
7090 -- Insurance	\$ 2,320	\$ -	\$ 2,500	\$ 162	\$ 2,500	\$ 2,800	\$ 2,934	\$ 2,933	\$ 2,750	\$ 2,750	Per SDRMA letter 2/22/2024
7324 -- Audit and Accounting Fees	\$ 4,000	\$ 2,000	\$ 4,000	\$ 178	\$ 4,000	\$ 2,646	\$ 2,500	\$ 426	\$ 2,900	\$ 2,900	1-year est MLH
7325 -- Other Professional Services (Well Testing)		\$ -	\$ 10,000	\$ -		\$ -			\$ 12,300	\$ 12,300	
7430 -- Memberships	\$ 1,200	\$ 3,533	\$ 1,200	\$ 1,102	\$ 1,200	\$ 1,287	\$ 1,300	\$ 1,244	\$ 1,300	\$ 1,300	
7450 -- Office Expense	\$ 2,000		\$ 2,000	\$ 600	\$ 2,000	\$ -					
7460 -- Professional & Special Service (Project, Planning & Studies)	\$ 193,500	\$ 54,191	\$ 439,000	\$ 156,283	\$ 189,908	\$ 214,602	\$ 112,050	\$ 79,143	\$ -	\$ -	treatment study \$50k+ 60% Design \$300k+ Assessment Engineering Report \$50k+ EIR \$150k+ Polling for election feasibility \$25k+ Voting process \$125k+
7508 -- Legal Fees	\$ 27,000	\$ 17,921	\$ 27,000	\$ 27,165	\$ 30,000	\$ 33,005	\$ 41,191	\$ 20,236	\$ 28,061	\$ 28,061	YTD 9 month average plus April, May, June; plus contractual increases
7510 -- Contractual Services (IGM Contract, Engineer)	\$ 80,400	\$ 95,023	\$ 67,000	\$ 103,038	\$ 49,000	\$ 76,589	\$ 95,583	\$ 76,032	\$ 105,431	\$ 105,431	YTD 9 month average plus April, May, June; plus contractual increases
7530 -- Publications & Legal Notices	\$ 1,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 1,750		\$ 1,750	\$ 1,750	Budget notices + 5 workshops mailers, etc. at \$300 per workshop
7671 -- Special Projects	\$ 8,000	\$ -	\$ 15,000	\$ -	\$ 175,000	\$ -		\$ 574	\$ -	\$ -	
7732 -- Training	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -			\$ -	\$ -	
Services and Supplies	\$ 320,920	\$ 172,668	\$ 574,200	\$ 288,527	\$ 460,108	\$ 330,928	\$ 257,307	\$ 180,587	\$ 154,492	\$ 154,492	
Other Charges		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	
7894 - Communication Services	\$ 930	\$ 600	\$ 930	\$ -	\$ -	\$ 600	\$ -		\$ -	\$ -	
Other Charges	\$ 930	\$ 600	\$ 930	\$ -	\$ -	\$ 600	\$ -		\$ -	\$ -	
Operational Reserve							\$ 42,249		\$ 43,939	\$ 43,939	20% of Special Tax Revenues
Reserve							\$ 42,249	\$ -	\$ 43,939	\$ 43,939	
Total Expenditures	\$ 321,850	\$ 173,268	\$ 575,130	\$ 288,527	\$ 460,108	\$ 331,528	\$ 299,557	\$ 180,587	\$ 198,431	\$ 198,431	
Ending Balance	\$240,922	\$262,307	\$108,413	\$163,321	\$ 49,293	\$ 87,567	\$ 0	\$173,617	\$ 195,758	\$ 22,141	

LOCSO - MEETINGS CALENDAR YEAR 2024 - WORKING DRAFT

Q2	April
	Fiscal Year (FY) 2024-25 Budget and Strategic Planning, GM's Annual Report
	May
	FY 2024-25 Budget
	REGEN Report
	June
	FY 2024-25 Budget Hearing, Gann Limit, Tax Assessment Authorization
	60% Design RFP Authorization
	WS - Component Ownership, Collection, Treatment, Disposal, or Siting
	OUTSIDE MTG - CCRWQCB / EHS
Q3	July
	WS - Final Project Description
	Final Project Description
	August
	WS - Capital Cost Distribution
	60% Design Contract
	September
	EIR Contract
	WS - EIR Process
	Q4
WS - Property Owner Vote - 218 Process	
November	
Assessment Engineer Contract	
December	

LOCSO - Septic to Sewer / Water Reclamation Roadmap - WORKING DRAFT

Last Update: 2/17/2024

Task	2024				FY 2023-24 Costs	FY 2023-24 Budgeted?	Est Total Costs
	Q1	Q2	Q3	Q4			
Board and Public Education							
Public workshops and outreach						Y	
Engineering / Design							
Collection Study					\$70k	Amended	\$70k
Treatment Study					\$90k+	N	\$90k+
Confirm Disposal Options						Y	
Siting options						Y	
Final Project Description						Y	
60% Design					\$50k	N	\$300k+
Assessment Engineer Report including benefit factors/rates						N	\$50k+
Environmental Review							
Environmental study, assessment and report (incl. public review)						N	\$150k+
Grants and Financing							
Discussion about cost allocations (by parcel type)						Y	
Develop financing plan						Y	
Seek grants and financing						Y	
Prop 218 - Property Owner vote on proposed project							
Polling for election feasibility						N	\$25K
Conduct Prop 218 workshops with public						N	
Voting process						N	\$125k
Monitoring Well(s)							
Drill three additional monitoring wells					\$121K	Amended	\$121k
Data from all five wells						Y	
Monitoring of wells, completed every 6 months (5 years)						N	\$12K
Total					\$331k+		\$943k+

By Funded / Unfunded

Task	2024				FY 2023-24 Costs	FY 2023-24 Budgeted?	Est Total Costs
	Q1	Q2	Q3	Q4			
FUNDABLE (Funds exist in existing budget)							
Public workshops and outreach						Y	
Collection, Treatment, Disposal Options						Y	
Siting options						Y	
Final Project Description						Y	
Develop financing plan						Y	
Seek grants and financing						Y	
Find funding for well monitoring program						Y	
Data from all five wells						Y	
Collection Study					\$70k	Amended	\$70k
Drill three additional monitoring wells, sample all five wells					\$121K	Amended	\$121k
UNFUNDED OR NO SPECIFIC FUNDING ACTION							
Treatment Study					\$90k+	N	\$90k+
60% Design					\$50K	N	\$300k+
Assessment Engineer Report including benefit factors/rates						N	\$50k+
Environmental study, assessment and report (incl. public review)						N	\$150k+
Polling for election feasibility						N	\$25K
Voting process						N	\$125k
Monitoring of wells, completed every 6 months (5 years)						N	\$12k
Total					\$331k+		\$943k+

Legend:

Can be completed prior to (or without) a Final Project Description

Cannot be completed prior to Final Project Description



ITEM 10 – DONATIONS RESOLUTION

DONATIONS RESOLUTION

RESOLUTION NO. 24-03

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGARDING ACCEPTANCE OF DONATIONS**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LOS OLIVOS
COMMUNITY SERVICES DISTRICT (“LOCSD” or “District”) as follows:**

WHEREAS, the Los Olivos Community Services District is authorized to apply for and receive grants, accept donations, and seek other funding opportunities for the benefit of the District; and

WHEREAS, the LOCSD Board of Directors (“Board”) adopted Resolution 23-07 granting certain authority regarding the pursuit of grants to the Grants Subcommittee on September 13, 2023; and

WHEREAS, the Board, through its adopted Bylaws, has determined it is in the LOCSD’s best interest to delegate certain authorities to the General Manager regarding expenditures; and

WHEREAS, donations are occasionally offered to the LOCSD in varying amounts; and

WHEREAS, the Board has total discretion on how donations are to be spent; and

WHEREAS, the costs to bring to the Board for approval and acceptance and otherwise administer such donations can exceed the amount of the donation.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE LOS OLIVOS
COMMUNITY SERVICES DISTRICT, DOES HEREBY RESOLVE** that authority is given to the General Manager to accept or reject donations to the LOCSD in amounts up to, but not exceed, \$1,000.00 (one thousand dollars).

BE IT FURTHER RESOLVED in the event the General Manager accepts a donation within the amount allowed by this Resolution, such acceptance will be noted in the General Manager’s report at the next regularly scheduled board meeting for Board.

BE IT FURTHER RESOLVED that all donations in amounts exceeding \$1,000.00 (one thousand dollars) shall be brought to the Board for review and potential acceptance.

[THIS SECTION INTENTIONALLY LEFT BLANK]

I **HEREBY CERTIFY** that the foregoing Resolution was passed and adopted by the Board of Directors of the Los Olivos Community Services District at a regular meeting held on the 10th day of April 2024, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

ATTEST:

GUY W. SAVAGE

General Manager / Board Secretary

By: _____

Julie Kennedy, Board President

APPROVED AS TO FORM:



By: _____

Aleshire & Wynder LLP, District Counsel

I, **Guy W. Savage**, General Manager / Board Secretary of the Los Olivos Community Services District, Santa Barbara County, California, DO **HEREBY CERTIFY** that the foregoing is a true and accurate copy of the Resolution passed and adopted by the Board of Directors of the Los Olivos Community Services District on the date and by the vote indicated herein.

**ITEM 12B – GENERAL MANAGER AND DISTRICT ENGINEER
REPORTS**

GENERAL MANAGER AND DISTRICT ENGINEER REPORTS

Summary Project Status Report

Audit (Moss, Levy & Hartzheim)	Budget:		Schedule:	
Waiting for bills from M, L & H – work complete Signed 2023 Audit contract sent to MLH				
REGEN – 30% Hybrid Collection Engineering Design	Budget:		Schedule:	
Presentation in February, planning May final presentation				
Groundwater Monitoring Wells	Budget:		Schedule:	
<ul style="list-style-type: none"> • Detailed report on tonight’s agenda • Special testing schedule for May • Meeting scheduled for 4/8 with CCRWQCB and EHS to discuss wells and path forward 				

Other:

Met with Los Olivos Elementary

Attended AWWA “Project of the Year” on March 14

Meeting with ID#1 regarding water line mains and locations

Continuing conversations with local citizen and GSI regarding potential use of a private drinking well for constituent (nitrate) monitoring

LOCSO - MEETINGS CALENDAR YEAR 2024 - WORKING DRAFT

Q2	April
	Fiscal Year (FY) 2024-25 Budget and Strategic Planning, GM's Annual Report
	May
	FY 2024-25 Budget
	REGEN Report
	June
	FY 2024-25 Budget Hearing, Gann Limit, Tax Assessment Authorization
	60% Design RFP Authorization
WS - Component Ownership, Collection, Treatment, Disposal, or Siting	
OUTSIDE MTG - CCRWQCB / EHS	
Q3	July
	WS - Final Project Description
	Final Project Description
	August
	WS - Capital Cost Distribution
	60% Design Contract
	September
	EIR Contract
WS - EIR Process	
Q4	October
	WS - Property Owner Vote - 218 Process
	November
	Assessment Engineer Contract
	December

LOCSO - Septic to Sewer / Water Reclamation Roadmap - WORKING DRAFT

Last Update: 2/17/2024

Task	2024				FY 2023-24 Costs	FY 2023-24 Budgeted?	Est Total Costs
	Q1	Q2	Q3	Q4			
Board and Public Education							
Public workshops and outreach						Y	
Engineering / Design							
Collection Study					\$70k	Amended	\$70k
Treatment Study					\$90k+	N	\$90k+
Confirm Disposal Options						Y	
Siting options						Y	
Final Project Description						Y	
60% Design					\$50k	N	\$300k+
Assessment Engineer Report including benefit factors/rates						N	\$50k+
Environmental Review							
Environmental study, assessment and report (incl. public review)						N	\$150k+
Grants and Financing							
Discussion about cost allocations (by parcel type)						Y	
Develop financing plan						Y	
Seek grants and financing						Y	
Prop 218 - Property Owner vote on proposed project							
Polling for election feasibility						N	\$25K
Conduct Prop 218 workshops with public						N	
Voting process						N	\$125k
Monitoring Well(s)							
Drill three additional monitoring wells					\$121K	Amended	\$121k
Data from all five wells						Y	
Monitoring of wells, completed every 6 months (5 years)						N	\$12K
Total					\$331k+		\$943k+

By Funded / Unfunded

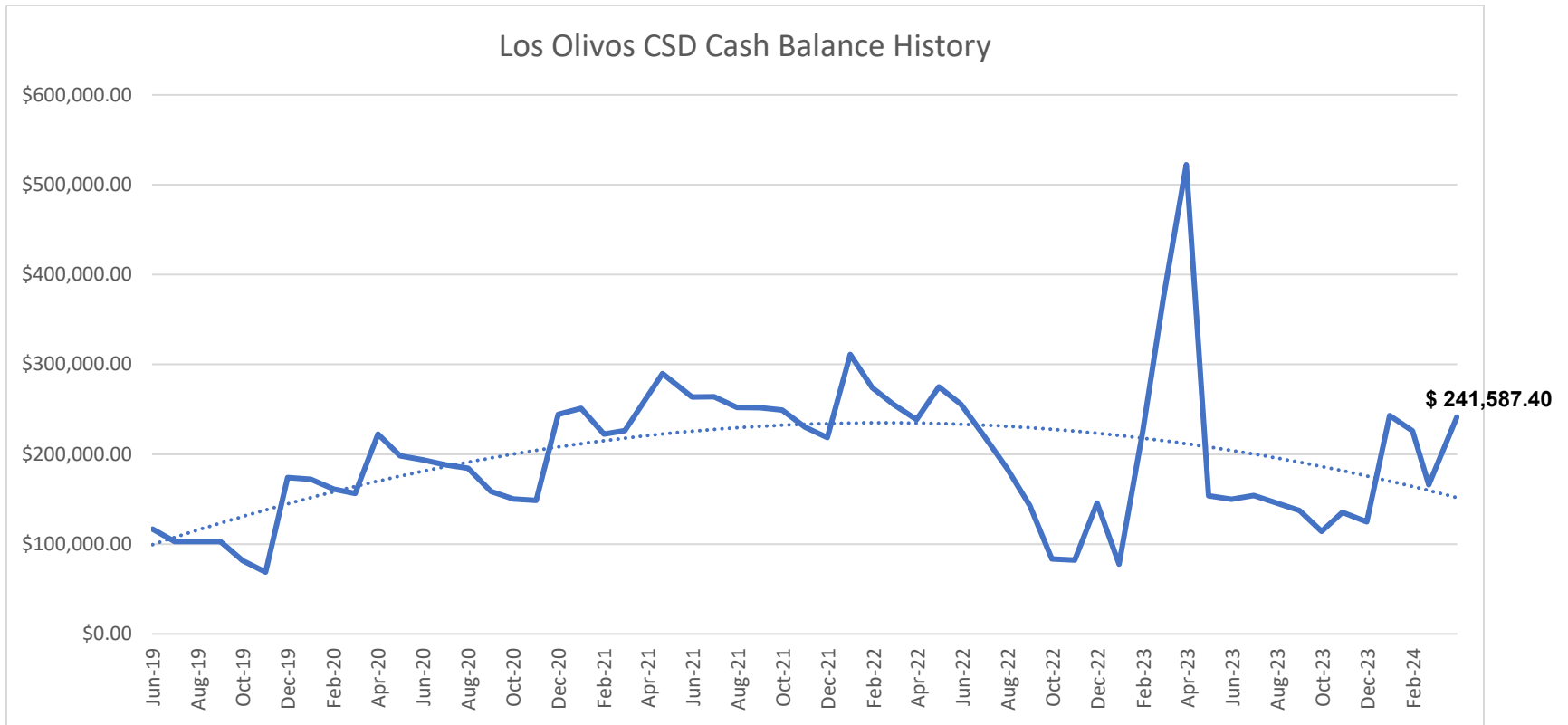
Task	2024				FY 2023-24 Costs	FY 2023-24 Budgeted?	Est Total Costs
	Q1	Q2	Q3	Q4			
FUNDABLE (Funds exist in existing budget)							
Public workshops and outreach						Y	
Collection, Treatment, Disposal Options						Y	
Siting options						Y	
Final Project Description						Y	
Develop financing plan						Y	
Seek grants and financing						Y	
Find funding for well monitoring program						Y	
Data from all five wells						Y	
Collection Study					\$70k	Amended	\$70k
Drill three additional monitoring wells, sample all five wells					\$121K	Amended	\$121k
UNFUNDED OR NO SPECIFIC FUNDING ACTION							
Treatment Study					\$90k+	N	\$90k+
60% Design					\$50K	N	\$300k+
Assessment Engineer Report including benefit factors/rates						N	\$50k+
Environmental study, assessment and report (incl. public review)						N	\$150k+
Polling for election feasibility						N	\$25K
Voting process						N	\$125k
Monitoring of wells, completed every 6 months (5 years)						N	\$12k
Total					\$331k+		\$943k+

Legend:

Can be completed prior to (or without) a Final Project Description
 Cannot be completed prior to Final Project Description



Los Olivos CSD Cash Balance History



241,587.40

Cash Balances

As of: 3/31/2024
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund	3/1/2024 Beginning Balance	Month-To-Date Cash Receipts (+)	Month-To-Date Treasury Credits (+)	Month-To-Date Warrants and Wire Transfers (-)	Month-To-Date Treasury Debits (-)	3/31/2024 Ending Balance
3490 -- Los Olivos CSD	320,879.90	0.00	0.00	0.00	79,292.50	241,587.40
Total Report	320,879.90	0.00	0.00	0.00	79,292.50	241,587.40

Financial Status

As of: 3/31/2024 (75% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	3/31/2024 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Revenues				
Taxes				
3066 -- Special Tax Assessment	227,650.00	140,740.21	-86,909.79	61.82 %
Taxes	227,650.00	140,740.21	-86,909.79	61.82 %
Use of Money and Property				
3380 -- Interest Income	744.00	1,620.52	876.52	217.81 %
Use of Money and Property	744.00	1,620.52	876.52	217.81 %
Intergovernmental Revenue-State				
4339 -- State-Other	0.00	75,000.00	75,000.00	--
Intergovernmental Revenue-State	0.00	75,000.00	75,000.00	--
Intergovernmental Revenue-Other				
4840 -- Other Governmental Agencies	0.00	30,000.00	30,000.00	--
Intergovernmental Revenue-Other	0.00	30,000.00	30,000.00	--
Miscellaneous Revenue				
5895 -- Other-Donations	0.00	20,000.00	20,000.00	--
5909 -- Other Miscellaneous Revenue	0.00	20.00	20.00	--
Miscellaneous Revenue	0.00	20,020.00	20,020.00	--
Revenues	228,394.00	267,380.73	38,986.73	117.07 %
Expenditures				
Services and Supplies				
7090 -- Insurance	2,934.00	2,932.81	1.19	99.96 %
7324 -- Audit and Accounting Fees	2,500.00	425.50	2,074.50	17.02 %
7430 -- Memberships	1,300.00	1,244.00	56.00	95.69 %
7460 -- Professional & Special Service	78,886.00	79,143.15	-257.15	100.33 %
7508 -- Legal Fees	45,529.00	20,235.96	25,293.04	44.45 %

Financial Status

As of: 3/31/2024 (75% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	3/31/2024 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
7510 -- Contractual Services	98,643.00	76,032.02	22,610.98	77.08 %
7530 -- Publications & Legal Notices	1,750.00	0.00	1,750.00	0.00 %
7671 -- Special Projects	0.00	573.64	-573.64	--
Services and Supplies	231,542.00	180,587.08	50,954.92	77.99 %
Expenditures	231,542.00	180,587.08	50,954.92	77.99 %
Changes to Fund Balances				
Decrease to Residual Fund Balance				
9601 -- Residual Fund Balance-Inc/Dec	3,148.00	0.00	-3,148.00	0.00 %
Decrease to Residual Fund Balance	3,148.00	0.00	-3,148.00	0.00 %
Changes to Fund Balances	3,148.00	0.00	-3,148.00	0.00 %
Los Olivos CSD	0.00	86,793.65	86,793.65	--
Net Financial Impact	0.00	86,793.65	86,793.65	--

General Ledger Trial Balance

As of: 3/31/2024
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 3/31/2024
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	154,050.07	412,193.58	324,656.25	241,587.40
0240 -- Interest Receivable	743.68	1,620.52	2,364.20	0.00
Total Assets	154,793.75	413,814.10	327,020.45	241,587.40
Total Assets & Other Debits	154,793.75	413,814.10	327,020.45	241,587.40
Liabilities, Equity & Other Credits				
Liabilities				
1010 -- Warrants Payable	0.00	2,296.00	2,296.00	0.00
1015 -- EFT Payable	0.00	177,571.94	177,571.94	0.00
1210 -- Accounts Payable	0.00	179,867.94	179,867.94	0.00
1730 -- Unidentified Deposits	0.00	125,020.00	125,020.00	0.00
Total Liabilities	0.00	484,755.88	484,755.88	0.00
Equity				
2200 -- Fund Balance-Residual	-154,793.75	0.00	0.00	-154,793.75
2410 -- Est Revenues/Oth Fin Src	0.00	231,542.00	0.00	231,542.00
2510 -- Appropriations/Oth Fin Use	0.00	0.00	231,542.00	-231,542.00
2710 -- Revenues/Other Fin Sources	0.00	144,069.17	411,449.90	-267,380.73
2810 -- Expenditures/Other Fin Uses	0.00	180,587.08	0.00	180,587.08
Total Equity	-154,793.75	556,198.25	642,991.90	-241,587.40
Total Liabilities, Equity & Other Credits	-154,793.75	1,040,954.13	1,127,747.78	-241,587.40
Total Los Olivos CSD	0.00	1,454,768.23	1,454,768.23	0.00