

Lisa Palmer, President
Tom Fayram, Vice Director
Mike Arme, Director
Brian O'Neill, Director
Brad Ross, Director



LOS OLIVOS COMMUNITY SERVICES DISTRICT
Meeting Minutes for the Board of Directors Regular Meeting
April 13, 2022, 6:00 PM

MEETING WAS HELD IN PERSON AT
ST MARK'S EPISCOPAL CHURCH, STACY HALL
2901 NOJOQUI AVE., LOS OLIVOS, CA 93441

1. CALL TO ORDER

President Palmer called the meeting to order at: 6:00 PM

2. ROLL CALL

PRESENT: Directors: Palmer, Fayram, and Ross

ABSENT: Directors: O'Neill and Arme

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance is led by Director Palmer.

4. DIRECTOR COMMENTS

Directors will give reports on any meetings that they attended on behalf of the District and/or choose to comment on various District activities.

Director Fayram notes that Directors Palmer and Fayram attended and provided an update to Santa Barbara LAFCO. Director Palmer states that she and GM Savage attended and presented an update on progress of LOCSD to the Association of Realtors.

Director Palmer notes that she has had conversation with US Representative Carbajal's Office regarding funding options.

5. PUBLIC COMMENTS

Members of the public may address the Board on any subject within the jurisdiction of the Board and which is not on the agenda for Regular Meetings or that is on the agenda for Special Meetings. The public is encouraged to work through District staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda. Comments are limited to three (3) minutes per person.

Director Palmer opens the floor to public comment.

Richard Armstrong, Kelly Gray, Sean Crowder, Kathryn Rohrer, Mike Patarak, Mark Herthel, and Anna Marie Gott speak.

6. ADMINISTRATIVE AGENDA

All matters listed hereunder constitute a consent agenda and will be acted upon by a single roll call vote of the Board. Matters listed on the Administrative Agenda will be read-only on the request of a member of the Board or the public, in which event the matter shall be reMotion By: from the Administrative Agenda and considered as a separate item.

a. MEETING MINUTES

- i. Approve March 09, 2021 Minutes

b. INVOICE PAYMENTS

No.	Invoice Date	Invoice #	Provider	Amount
i.	January 18, 2022	79587	MNS Engineering Services – Support Services	\$2,283.77
ii.	January 7, 2022	66586	Aleshire and Wynder – Legal Services	\$1,964.90
iii.	February 8, 2022	00876.001-12	GSI Water Solutions, Inc. – Groundwater Quality Management Services	\$707.50
iv.	March 11, 2022	80015	MNS Engineering Services – Support Services	\$7,043.75
v.	April 1, 2022	326BDB28-0003	Streamline – Web Services	\$600.00
vi.	April 1, 2022	1906898	Stantec – Loading Study	\$25,772.40
vii.	April 7, 2022	67094	Aleshire and Wynder – Legal Services	\$3020.00

Motion to approve Administrative Agenda.

Motion By: Director Fayram Second: Director Ross

AYES: Directors Fayram, Ross, Palmer

NOES: None

ABSTAIN: None

7. BUSINESS ITEMS DISCUSSION AND ACTION ON THE FOLLOWING

- a. **General Manager Recruitment.** Welcome Guy Savage as the new contract General Manager for the Los Olivos Community Services District.

GM Savage, Directors Fayram and Palmer speak. Several thank District Engineer Doug Pike for his services as Interim GM.

- b. **Effluent Disposal Study.** Recommendation to review, discuss and take action on effluent disposal study contracts with GSI Water Solutions in the amount of \$19,500 and Confluence Engineering Solutions in the amount of \$21,000.

District Engineer Doug Pike provides an overview the proposed Effluent Disposal Study and how the study furthers District understanding and options for disposing of the water: groundwater injection, percolation (chamber or surface), direct release into a waterway. Study is a requirement of the RQWCB and others.

Director Ross asks questions about contracts and whether contractors will make a recommendation, asks that contractor make a recommendation. He notes that two contractors are going to participate; therefore, two contracts are necessary, not one.

Director Palmer asks if Technical Committee has reviewed it at this point. GM Savage replies that it has not.

Director Palmer opens the floor to public comment.

Kathryn Rohrer, Paul Rohrer, Laura Lippincott speak

Director Fayram speaks to an alternatives needed per RWQCB.

Director Palmer speaks to the need for more information to make an intelligent decision, and the cost-benefit analysis of potential options. Requests GM put together draft contracts and that they include a recommendation.

Motion: Direct GM to prepare contracts and arrange for a special meeting to approve contracts, following guidelines established in proposal, plus making a recommendation on their suggested approach.

Motion By: Director Ross **Second:** Director Fayram

AYES: Directors Ross, Fayram, Palmer

NOES: None

ABSTAIN: None

- c. **Assessment Engineering:** Recommendation to review, discuss and take action on an assessment engineering services contract with NV5, Inc. in an amount not to exceed \$20,000.
District Engineer Pike speaks to the Assessment Engineering proposal from NV5, Inc. He further speaks to how the services are an important lead up to the Proposition 218 vote.
Director Ross questions whether the commercial core would be separate from those shown as small lots. Requests that we look at zones 1 and 2 together.
Director Fayram speaks to the flexibility of such a spreadsheet and it allowing citizens to see costs and understand related impacts. Reemphasizes that this is just the financial model and not the full report.
Director Palmer speaks to how this fits into the larger picture.

Director Palmer opens the floor to public comment.

Kathryn Rohrer speaks.

Motion to move forward with signing a contract with NV5, Inc. to provide Assessment Engineering services.

Motion By: Director Fayram **Second:** Director Ross

AYES: Directors Fayram, Ross, Palmer

NOES: None

ABSTAIN: None

- d. **Environmental Impact Report.** Discussion regarding the process for the selection a contractors to complete an Environmental Impact Report (EIR).
District Engineer Pike speaks to the EIR selection process. Scope is a preliminary environmental impact report that meets appropriate environmental document requirements to prepare for CEQA and NEPA.
Director Fayram speaks to concerns about doing this at this point and belief that is may be too early for this action.
Director Ross asks about timing, whether a contractor has been selected, and what it takes to select an environmental consultant.
District Engineer speaks to potential risks of waiting until 30% design in complete (middle of June) and the potential use of a 1-step or 2-step selection process.
Director Palmer speaks to a need to go back out for a qualified contractor based on a list of qualified contractors from the County of Santa Barbara and timing as it relates to the overall approach.

Director Palmer opens the floor to public comment.

Mark Herthel and Anna Marie Gott speak.

Motion: GM, in consultation with Technical Committee, to refresh list of protential recommended contractors, and identify a contractor to provide environmental review services.

Motion By: Director Ross **Second:** Director Fayram

AYES: Directors Ross, Fayram, Palmer

NOES: None

ABSTAIN: None

Meeting Format. Discussion on the modality of District meetings, provide input and direction to the General Manager for the development of a written policy to be reviewed and approved at a future meeting.

Director Ross speaks to lack of equipment.

Director Fayram speaks to stumbles we have providing remote capabilities. Reminds all that the District only started providing virtual meetings during a health crisis.

Director Palmer speaks to how she has gone back and forth on virtual versus in-person and the potential for cost savings.

Director Palmer opens the floor to public comment.

Kathryn Rohrer, Anna Marie Gott, Mark Herthel speak.

Counsel Trindle describes Brown Act requirements for Board members attending remotely (eg. via Zoom). Public has to be able to observe and participate in a manner such as their participation is not hindered. Plus the constitutional right to petition their government.

Motion: Start officially holding hybrid (in-person and remote attendees) meetings, and direct the GM to move forward with creating a plan for such meetings, including purchasing equipment and identifying human resources (possible use of audience to help) required to make the hybrid meetings successful.

Motion By: Director Ross **Second:** Director Fayram

AYES: Directors Ross, Fayram, Palmer

NOES: None

ABSTAIN: None

- e. **Budget Process.** Receive an update on the Fiscal Year 2022-23 budget planning process, and provide direction to the General Manager on budget related items such as priorities and timing.

GM Savage provides an overview of the proposed budget planning process.

Director Ross asks about timing of when budget must be adopted and its relationship to the overall proposed timeline.

Directors agree to timeline with emphasis by Directors Ross and Palmer that GM Savage move the proposed dates forward (early) where possible.

8. GENERAL MANAGER'S REPORT

General Manager Report on current assignments, action items, and general District business.

DE Pike and GM Savage speak to various items, including the permitting process being underway for Ground Monitoring Well (\$600 for well, \$440 annually for well)

a. Review of Project Management and Financial Reports

1. 30% Design Effort (Stantec)
2. LAMP Update Progress review (County effort)
3. Cash Flow Chart

District Engineer Pike provides a brief update on the 30% Design Effort.

GM Savage provides an overview of his first 13 days on the job, describes his desire to put together an annual planning calendar and communications plan. GM Savage requests that all Directors provide him with a list of summer vacation plans to ensure that annual planning calendar can be modified should a particular Director be unavailable. GM Savage speaks to getting all standing meetings scheduled on a regular, month schedule, including committees, then cancel the meeting if not needed. He states he believes this is a different approach to the current one which schedules meetings as needed.

9. COMMENT ON INFORMATIONAL ITEMS

None

10. CALL FOR AGENDA ITEMS

NEXT REGULAR MEETING: May 11, 2022, St Mark's Episcopal Church, Stacy Hall, 6:00 PM

Director Fayram speaks to a desire to hear options for advanced on-site systems ala Mr. Herthel's commentary, including associated effort involved and costs.

Director Ross requests a change in agenda order, moving the GM Report up on the agenda; and that the status report should report on what is going on and what we are trying to accomplish (Fayram and Palmer agree). He notes that if the Board is going to discuss advanced on-site systems, explain that such solutions are still in the option

consideration stage, decisions about approach have not been made.

Director Palmer speaks to a desire to understand how on-site systems and concentrated system (over all system design) work together.

Director Palmer opens the floor to public comment.

Letty Abletto speaks.

11. ADJOURNMENT

Motion to Adjourn.

Motion By: Director Fayram Second: Director Rosss

AYES: Directors Ross, Fayram, Palmer

NOES: None

ABSTAIN: None

TIME: 8:18 PM

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Minutes Approved:



Director Palmer

