

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
GRANTS SUBCOMMITTEE MEETING**

Posted: 11-7-2023

November 10, 2023 – 8:30 AM

**St Mark's in the Valley Episcopal Church
2901 Nojoqui Ave, Los Olivos CA 93441**

Please observe decorum and instructions from the Subcommittee Chair

Subcommittee Members: Vice President Kennedy (Chair), Director Parks, 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=SWpSU0RYZFliZTBiNGphZG41TGs4dz09>
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)

The Los Olivos Community Services District is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act, 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. 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. PUBLIC COMMENTS

Members of the public may address the Subcommittee on any items of interest within the subject matter and jurisdiction of the Subcommittee 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 3 minutes. Due to the requirements of the Ralph M. Brown Act, the District cannot take action today on any matter not on the agenda, but a matter raised during Public Comments may be referred to District staff for discussion and possible action at a future meeting.

ADMINISTRATIVE ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Subcommittee. Matters listed on the Administrative Agenda will be read only on the request of a member of the Subcommittee, in which event the matter may be removed from the Administrative Agenda and considered as a separate item. A single public comment period will be heard for all the matters on the Administrative Agenda.

4. MINUTES APPROVAL

Approval of the minutes from September 18, 2023.

BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item. As a Subcommittee of the full Board of Directors, Business Items may include one or more recommendations for further discussion or action at a full Board of Directors meeting.

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098
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5. STATUS UPDATE FOR THE STATE OF CALIFORNIA WATER RECYCLING FUNDING (WRF) AND COUNTY OF SANTA BARBARA ENVIRONMENTAL HEALTH SERVICES (EHS) GRANTS

The Subcommittee will discuss the District's two outstanding grants:

1. State of California Water Recycling Funding (WRF) planning grant in an amount of \$150,000 (to be disbursed in two tranches each of \$75,000) and
2. County of Santa Barbara Environmental Health Services (EHC) grant to install three new groundwater monitoring wells and testing of the three new wells, plus the testing of the District's two existing wells; in an amount up to \$121,445.

6. DISCUSSION OF WATER FX (WFX) PROPOSAL

The Subcommittee will discuss and consider making a recommendation on the attached engagement proposal and resolutions. As part of its submittal to the District, WFX also included a link to a water related video: <https://youtu.be/I5cH6sm77-I> that may be discussed. The WFX proposal was first discussed at the Subcommittee's July 2023 meeting. Subsequently, at the full Board of Directors meeting on August 24, 2023, the Board of Directors provided direction to staff to, "work with the Grants Committee and WFX on the engagement letter and resolution and bring them back in September."

7. DISCUSSION ON THE DEVELOPMENT OF A GRANT PLAN

The Subcommittee will discuss the development of a plan for funding known, future District activities. Discussion may include, but will not be limited to, potential grant opportunities that can be targeted for each activity, assignments related to pursuing grant opportunities, grant email lists, and existing meetings of other agencies where grants are discussed.

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.

9. ADJOURNMENT

ITEM 4 – MINUTES

MINUTES

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 9-14-2023

GRANTS SUBCOMMITTEE MEETING

September 18, 2023 – 8:30 AM

St Mark's in the Valley Episcopal Church

2901 Nojoqui Ave, Los Olivos CA 93441

Please observe decorum and instructions from the Subcommittee Chair

Subcommittee Members: Director Kennedy (Chair), Director Parks, and General Manager Guy Savage

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MEETING AGENDA

1. CALL TO ORDER

Director (Chair) Kennedy called the meeting to order at: 8:41 AM.

2. ROLL CALL

Attending: Director Kennedy, Director Parks, GM Savage

Absent: None

3. PUBLIC COMMENTS

Members of the public may address the Subcommittee on any items of interest within the subject matter and jurisdiction of the Subcommittee 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 3 minutes. Due to the requirements of the Ralph M. Brown Act, the District cannot take action today on any matter not on the agenda, but a matter raised during Public Comments may be referred to District staff for discussion and possible action at a future meeting.

Director Kennedy asks if there is any Public Comment.

None

ADMINISTRATIVE ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Subcommittee. Matters listed on the Administrative Agenda will be read only on the request of a member of the Subcommittee, in which event the matter may be removed from the Administrative Agenda and considered as a separate item. A single public comment period will be heard for all the matters on the Administrative Agenda.

MINUTES APPROVAL

Approval of the minutes from July 20, 2023.

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

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Director Kennedy asks if there is any Public Comment.

None

Motion to approve minutes from July 20, 2023.

Motion by: Director Parks, Second: Director 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. As a Subcommittee of the full Board of Directors, Business Items may include one or more recommendations for further discussion or action at a full Board of Directors meeting.

4. CONSIDERATION OF GRANT FUNDING ASSISTANCE REQUEST FROM THE COUNTY OF SANTA BARBARA ENVIRONMENTAL HEALTH SERVICES (EHS) FOR GROUNDWATER MONITORING WELLS

The Subcommittee will discuss a request for funding assistance from the County of Santa Barbara Environmental Health Services to install three (3) new groundwater monitoring wells and testing of the three new wells, plus the two existing wells. Staff has gathered estimates from consultants and put together a total estimated cost, including a small project reserve, of \$121,445.

GM Savage covers the proposed grant to EHS. His discussion includes a detailed walkthrough of the estimated costs, including costs for the District. He also notes that the schedule still appears accurate to him and provides his best estimate of a December or January grant timeline from the County.

Director Parks comments that he is pleased with the County being amenable to provide grant funds. Director Kennedy asks about whether the costs include all three wells being drilled, with GM Savage confirming that the \$121,445 is for all three wells. Discussion ensues about testing of wells. GM Savage confirms that the CCRWQCB wants to see samples twice a year. He further confirms that the CCRWQCB is only looking for nitrate testing at this time. Upon questioning from Director Kennedy, he confirms that the County will not fund on-going well sampling costs and those will fall to the District. Director Kennedy asks about the County's ability to perform the collection and testing, with GM Savage responding that the County is currently only taking depth measurements, not performing testing on contaminants. He adds that once the five wells are all installed, the District can have conversations with others, such as the County or Santa Ynez River Water Conservation District, about having another agency complete the testing for the District. He comments that the GSI cost estimate for twice a year testing is \$12,300. The Directors and GM then discuss if there are cheaper ways of gathering the samples.

Director Kennedy asks if there is any Public Comment.

None

Motion to recommend the grant application to the full Board of Directors.

Motion by: Director Parks, Director Kennedy

Voice Vote (3-0)

5. CONSIDERATION OF AN ENGAGEMENT LETTER, RESOLUTION, AND/OR CONTRACT WITH WATER FINANCE EXCHANGE (WFX OR WATERFX)

At the August 24, 2023 regular meeting of the full Board of Directors, the Grants Subcommittee was tasked to work with WFX on an engagement letter and resolution and bring them back in September. Given the short turn-around between the August meeting and the September meeting, the Grants Subcommittee was not convened in time to get an item on the regular agenda. After reviewing the engagement letter and resolution provided by WFX, it may be better for the District to enter into a contract with WFX for services.

GM Savage introduces the item. Following his introduction there is commentary from Director Parks about concerns around requirements for regional solutions. All subcommittee members agree that there should not be a "regional solution" requirement in any of the documents. It is noted by Director Kennedy that WFX is a 501c3, which may result in them being able to apply for grants on the District's behalf that the District on its own would not qualify to apply. Director Parks reemphasizes the need for a more generic approach with less focus on regional solutions. GM Savage takes direction to hold further conversation with WFX, talk to some of their clients, and put together a fresh letter / resolution / contract between the District and WFX.

Director Kennedy asks if there is any Public Comment.

None

Director Parks comments about taking a good look at other projects to ensure applicability and getting input from other WFX clients. GM Savage confirms that will be in his approach.

6. MEDIAN HOUSEHOLD INCOME (MHI) GRANT OPPORTUNITIES

The Subcommittee will discuss and consider making a recommendation related to the gathering of information and potential grant opportunities related to determining the Median Household Income (MHI) within the District’s boundaries.

GM Savage introduces the item noting that there was discussion at the Full Board, but nothing agendaized and discussed. He thinks an agendaized item on the full agenda or a „letter“ from the Grants Subcommittee would be helpful.

GM Savage introduces the item. He says he added it to the agenda as it did not seem that the full Board of Directors took much notice of the commentary by Director Kennedy at the August meeting. He wants to be sure that the other Board members and public are clear why an MHI study is not being pursued at the current time. He suggests that a brief written summary of the situation, findings and reasons for the recommendation not to pursue a study at this time be provided to the full Board. By doing so, the full Board can “accept and file” it as a report from the subcommittee, thereby making it part of the official record. Director Kennedy says she can put something together based on her discussions with RCAC and provide it to GM Savage for inclusion on the October agenda.

Director Kennedy asks if there is any Public Comment.

None

INFORMATIONAL ITEMS:

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

7. 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.

Director Parks – none.

Director Kennedy – none.

GM Savage – Suggests the next meeting be 10/6 , 9AM. Directors agree that would be a good date and time.

Although not necessary, Director Kennedy asks if there is any Public Comment.

None

8. ADJOURNMENT

Motion to adjourn: 9:20 AM.

Motion by: Director Parks, Second: GM Savage

Voice vote (3-0)

Respectfully submitted:



Guy W. Savage
General Manager – Los Olivos Community Services District

Approved:

Julie Kennedy
Director – Los Olivos Community Services District
Chair – Grants Subcommittee

ITEM 6 – WFX ENGAGEMENT

WFX ENGAGEMENT



July 12, 2023

Mr. Tom Fayram
President of the Board
Los Olivos CSD
P.O. Box 345
Los Olivos, CA 93441

Re: Engagement with Los Olivos Community Services District to Support Wastewater Infrastructure

Dear President Fayram:

The Water Finance Exchange (“WFX”) is pleased to support Los Olivos CSD as it pursues funding for a wastewater infrastructure project. This engagement letter sets forth our agreement for the provision of consulting services, which will involve working with the Los Olivos CSD and any engineering firm(s) it may hire to assess sources of funding and financial options associated with this project including the implementation of a step system or the tie into the system at Santa Ynez - Solvang (the Scope). We would be happy to discuss expanding the scope of services at any time should Los Olivos CSD desire.


The WFX project team will be led by Rogelio Rodriguez and supported by other WFX professionals on an as needed basis. Mr. Rodriguez will serve as your primary contact. We understand that Los Olivos CSD is working in partnership with other organizations and, as such, Los Olivos CSD authorizes WFX and its representatives to communicate and coordinate directly with each of them as needed.

As mentioned previously, WFX’s services being extended to Los Olivos CSD are supported in part by our philanthropic funders. As a 501(c)(3), non-profit organization, WFX is also eligible under various state and federal funding programs, e.g., the State Revolving Funds, to receive technical assistance (TA) funding to support our efforts to help communities with their water and wastewater infrastructure needs. As such, we would request Los Olivos CSD work collaboratively with WFX to identify and seek potential TA funding to help offset our expenses. WFX agrees that Los Olivos CSD will not be directly responsible for any fees or costs associated with our services and that any such fees or costs would be paid solely through grants or loans for which Los Olivos CSD would qualify.

Los Olivos CSD or WFX may terminate this engagement upon 14 days written notice to the other. WFX often includes success stories of its clients in its marketing materials and, as such, we would ask Los Olivos CSD to authorize WFX to reference our work with Los Olivos CSD, including identifying Los Olivos CSD as its client, in WFX’s marketing materials intended to be provided to WFX funders and the general public for the purpose of describing the WFX’s role in supporting Los Olivos CSD.

We are very excited to be working with you on this matter. If the terms of this engagement letter are acceptable to you, please sign below and return to me.

Sincerely,



Rogelio Rodriguez

Agreed:

Los Olivos CSD

Mr. Tom Fayram

Date: _____

Cc: Hank Habicht, WFX
Brent Fewell, WFX
Mark Cubbon, RCAC
Charles "Drew" Lester, RCAC
Ari Neumann, RCAC

G-17 Notice: The Water Finance Exchange is acting as a technical assistance provider and not as a municipal advisor, financial advisor or fiduciary to the Issuer or any other person or entity in connection with the issuance of municipal securities by the Issuer. The information provided is not intended to be and should not be construed as "advice" within the meaning of Section 15B of the Securities Exchange Act of 1934. The Issuer should consult with its own financial and/or municipal, legal, accounting, tax and other advisors, as applicable, to the extent it deems appropriate. If the Issuer would like a municipal advisor that has legal fiduciary duties to the Issuer, then the Issuer is free to engage a municipal advisor to serve in that capacity.

Whereas, access to water and wastewater systems are vital to healthy communities, and

Whereas, one of our central tasks as Los Olivos CSD, California is to ensure a healthy community with access for our citizens to these vital resources, and;

Whereas, communities and our environment depend on clean water and effective wastewater services, and;

Whereas, one of the best ways to ensure this access and service for our community is to incorporate good management practices and resiliency into our existing and future water and wastewater systems, and;

Whereas, collaborating with diverse experts in operations, regulations and finance can provide value in planning, and;

Whereas, good operations, data gathering, testing, and water and wastewater infrastructure can be combined to form a sound approach to sustainable healthy communities, and;

Whereas, we are aware that the billions of dollars currently available for water and wastewater infrastructure under the Federal Infrastructure Investment and Jobs Act through the State Revolving Funds and other funding sources represent a historic and generational opportunity to access low-cost funding that may not soon return, and;

Whereas, we understand that the best chance of obtaining our fair share of this funding is to work together with collaborative partnerships, and;

Whereas, Los Olivos CSD is aware that a willingness to participate with other regional utilities in regional cooperation and collaboration can meet the many water and wastewater needs within our region, and;

Whereas, Los Olivos CSD will enjoy the expert services of Water Finance Exchange and other consultants at no cost, *therefore*;

BE IT HEREBY RESOLVED that Los Olivos CSD officially commits itself to actively participate in the local and regional process, to identify, develop, and pursue water and /or wastewater focused projects and funding for the benefit of all our residents.

PASSED AND APPROVED on _____

ATTEST:

Mr. Tom Fayram
President of the Board
Los Olivos CSD