

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 10-4-2024

REGULAR MEETING

October 9, 2024, 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/86135156557?pwd=4sl90bmVH88b51RlbLhlyUaGD52CFf.1>

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

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 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

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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 the vote being taken by the Board.

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of September 11, 2024.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE SEPTEMBER 29, 2024.

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

No.	Invoice Date	Invoice #	Provider	Amount
1	9/12/2024	89707	A&W – Legal Services	\$ 1,938.00
2	8/31/2024	9919	WSC – City of Solvang Connection Engineering	\$ 8,409.75
3	9/3/2024	24040	REGEN – Collection Workshop	\$ 2,500.00
4	9/26/2024	20249	Savage – General Manager Services	\$ 6,020.00

Project	Vendor	To Date (inc. above)	Total Authorization
City of Solvang Connection	WSC – Treatment Infrastructure (pumps, pipes)	\$ 8,409.75	\$ 18,787.00
City of Solvang Connection	Carollo – Treatment Plant Impacts	\$ 0.00	\$ 40,240.00

BUSINESS ITEMS:

7. CONSIDERATION OF TWO CONTRACTS THAT WOULD CREATE A WASTEWATER TRANSMISSION PIPELINE (FORCE MAIN) BETWEEN THE LOCS D AND THE CITY OF SOLVANG. CONTRACT #1 - STANTEC IN THE AMOUNT OF \$99,500 (NINETY-NINE THOUSAND AND FIVE HUNDRED DOLLARS) AND CONTRACT #2 - REGEN IN THE AMOUNT OF \$50,000 (FIFTY THOUSAND DOLLARS)

The Board of Directors will consider two submitted proposals for the creation of 30% engineering and design, plus costs for connecting the District to the City of Solvang. For the purposes of the contractor's proposals, they were instructed to estimate the roughly the 18,000 feet of distance involved. They were also instructed, pursuant to discussions with the City of Solvang, to include an equalization tank. Flows from the District were to be consistent with the Basis of Design documents each contractor used when creating their 30% engineering designs and based on the technology approach used. Stantec's proposal therefore assumes a gravity fed collection system, while REGEN's proposal focuses more heavily on effluent sewer collection. An item related to the contracts was discussed at the October 4, 2024 Technical Subcommittee meeting. The Subcommittee is not making a recommendation on the contracts at this time.

General Manager's recommendation: None.

8. CONSIDERATION OF A CONTRACT FOR YEAR ENDING JUNE 30, 2024 (FY 2023-24) AUDIT SERVICES FROM MOSS, LEVY, & HARTZHEIM, IN THE AMOUNT NOT TO EXCEED \$3,500 (THREE THOUSAND AND FIVE HUNDRED DOLLARS)

The Board of Directors will consider a contract regarding the proposal submitted by Moss, Levy & Hartzheim to perform audit services for the fiscal year ended June 30, 2024 (LOCS D fiscal year 2023-24). An item related to the contract was discussed at the October 4, 2024 Finance Subcommittee meeting. The Subcommittee recommends approval of the contract.

General Manager's recommendation: Approve and Direct the President and/or General Manager to sign.

9. CONSIDERATION OF A CONTRACT WITH GSI FOR BI-ANNUAL (TWICE A YEAR) SAMPLING AND TESTING OF THE LOCS D'S FIVE GROUNDWATER MONITORING WELLS, IN AN INITIAL AMOUNT OF \$14,300 (FOURTEEN THOUSAND, THREE HUNDRED DOLLARS)

The Board of Directors will consider a contract with GIS to perform twice a year sampling and testing of the District's five groundwater monitoring wells. The contract is structured as a three-year contract with two year possible extensions.

General Manager's recommendation: Approve and Direct the President and/or General Manager to sign.

INFORMATIONAL ITEMS:

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

10. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair)

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Grants Subcommittee (President Kennedy Chair)
Project Management Subcommittee (Vice President 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:

November – WCS and/or Carollo deliverables

11. 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.

12. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL;; GOVERNMENT CODE SECTION 54956.9: POTENTIAL LITIGATION: ONE CASE

During the Closed Session with Legal Counsel, the meeting room will be cleared and the Zoom stopped or paused. Following Closed Session, the President or Legal Counsel will provide a brief report on any actions taken during Closed Session.

General Manager's recommendation: None.

13. ADJOURNMENT