



POSTED 10-4-2019

Tom Fayram, President
Lisa Palmer, Vice President
Julie Kennedy, Secretary
Mike Arme, Director
Brian O'Neill, Director

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Meeting, October 9, 2019, 6:00 p.m.
Los Olivos School, Room 602
2540 Alamo Pintado Avenue, Los Olivos, CA 93441

REGULAR MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MEETING MINUTES

- a. Minutes of 9-11-2019 Regular Meeting

5. 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.

6. PUBLIC COMMENTS

Members of the public may address the Board on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Government Code - 54954.3).

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 can be referred to District staff for discussion and possible action at a future meeting.

7. INTERIM GENERAL MANAGER REPORT

Interim General Manager Report on current assignments and general District business.

8. BUSINESS ITEMS

A. Proposition 218 Assessment Process.

1. Review Updated Prop 218 Assessment Procedures (oral Presentation) by District Legal Counsel, G. Ross Trindle, III
2. Consider Alternate funding methods for soft costs, or they can be included in the Prop 218 process.
3. Review, comment on and adopt schedule.

Simplified Milestones

- a. The following *minimum* milestones (Board Actions) apply
 - i. **Order Engineer's Report:** Starts Process
 - ii. **Receive Engineer's Report:** Can Be done within 1-2 months)
 - iii. **Consider & Approve Engineer's Report:** Can Be done at Special or Regular Meeting
 - iv. **Consider & Approve Resolution of Intent:** Can be done concurrent with iii.
 - v. **Mail Notice of Public Hearing & Assessment Ballot:** *Must Observe noticing requirements*

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- vi. **Public Hearing:** Can Be done at Special or Regular Meeting
- vii. **Tabulation of Ballots:** *after close of public hearing*; ballots remain sealed until this tabulation
- viii. **Adopt Resolution Levying the Assessment:** after tabulation of results; can occur at following meeting

B. Approve Resolution 19-06 Adopting a District Purchasing Policy.

1. Presentation of proposed Resolution by District Legal Counsel, G. Ross Trindle, III
2. Review, comment on and adopt policy and resolution

C. Elections Resolutions and Process to Stagger Board Director Elections

1. NOTE: This can be an introductory presentation with action deferred to next meeting or the Board may choose to take action at this meeting.
2. Presentation of proposed Resolution by District Legal Counsel, G. Ross Trindle, III
 - i. Attached are three resolutions, all related to elections for the Board of Directors.
 - ii. They need to be adopted in order with some information to be entered immediately following approval for use in the subsequent resolution.
 - iii. The first resolution, 19-07, establishes the process for selecting two directors who will have initial 2-year terms, with the remaining three having 4-year terms.
 - iv. The second resolution, 19-08 approves the selection process and establishes the staggered terms.
 - v. The third resolution 19-09, moves the election dates from 2021 to 2020 for the two, 2-year term Directors, and from 2023 to 2022 for the three, 4-year term Directors. Thankfully these changes align the elections with the terms of office, so no one can cry fowl over extending or shortening anyone's term.
3. Review, comment on and adopt resolution

D. Project Work Plan and Financial Plan Progress and Planning:

1. Review Plan.
2. Comments & discussion.
3. Take Action and direct next steps (see recommendations in Work Plan).
4. Possible items of discussion/action (below):
 - Note we have a Proposal from Paul Jenzen's to Develop A Local Agency Management Program for the Los Olivos Community Services District. (Attached), Rough Budgetary Cloacina Draft Proposal Based on 2016 AECOM Report. (Attached)
 - Review and potential action regarding Matteis Project Update and Plans.
 - RWQCB Support.
 - EHS Support
 - Report from Ad hoc Technical Committee – Report and Potential Action.
 - Report from Individual Board Members Regarding Project Assignments and Actions– Report and Potential Action.

E. Finance Committee Assignments Change Request and Recommendations

1. Recommendation that The Board Consider rotating the assignment of one member of the Finance committee to another Board member.

F. Finance Committee Business Summary and Report. Approved for recommendation for payment:

1. 8-13-2019 1st Quarter FIN Billing for FY 19-20 \$1,000
2. 9-5-2019 Aleshire & Wynder (August Billings) \$2223.00
3. 8-30-2019 MNS (July Billings) \$5394.40

9. Next Regular Meeting:

Wednesday, November 13, 2019, 6:00 p.m.
Los Olivos School, Room 602
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10. ADJOURNMENT

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 805.946.0431 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.