

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



Posted 11-5-21

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting November 10, 2021, 6:00 PM

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**. The public will also be able to hear and participate electronically:

1. Join Zoom Meeting from PC, Mac, or Android: <https://us02web.zoom.us/j/86910226634?pwd=S3NTa-WxDT1JydE1WY3huM2xBhhoUT09>
2. Via telephone: +1 (408) 638-0968 Meeting ID: 869-1022-6634 Passcode:523136

REGULAR MEETING AGENDA

St. Mark's Episcopal Church, Stacy Hall
2901 Nojoqui Ave. Los Olivos CA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

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.

5. 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.

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 removed from the Administrative Agenda and considered as a separate item.

a. MEETING MINUTES

- i. Approve Minutes of October 13, 2021
- ii. Approve Minutes of November 3, 2021

b. INVOICE PAYMENT

- i. October 15, 2021 Robert Perrault General Management Services (10-15-2021) \$4,108.62
- ii. October 8, 2021, GSI Water Solutions Invoice # 876-001-09 Groundwater Management Services (September) \$4,706.25.
- iii. October 8, 2021, GSI Water Solutions #876-002-1 Injection Feasibility Assessment (September) \$11,001.75.

- iv. October 12, 2021, MNS Engineering Services Invoice #78559-RI Engineering Support (July) \$7,554.50.
- v. October 12, 2021, MNS Engineering Services Invoice # 78728 Engineering Support (August) \$6,380
- vi . October 17, 2021, Aleshire and Wynder LOCSD #1245 Legal Services (September) \$4,480.00.
- vi. November 2,2021, Aleshire and Wynder LOCSD #1245 Legal Services(October) \$2,940.00.
- vii. California Special District Association Annual Dues FY 21-22, \$1,025.00.

7.

BUSINESS ITEMS DISCUSSION AND ACTION ON THE FOLLOWING

- a. **District Counsel Update on State Senate Housing Bills 9 and 10, taking effect January 1, 2022, and Potential District Impact.**
- b. **Approval of Action Plan Resulting from November 3, 2021, Board Workshop.**
The Board of Directors conducted a workshop and discussed potential go forward work and funding strategies. At the end of the discussion, the Board identified a list of action items and directions to the General Manager to be implemented for the Project.

Recommendation: Review the action plan and by motion provide direction.

- c. **Update on Grant Funding Options and Pursuit.**

8. **GENERAL MANAGER'S REPORT**

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

9. **CLOSED SESSION**

- a. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** (Code section 54956.9(d)(2))
- b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION—GENERAL MANAGER** (Government Code section 54957(b)(1))

10. **INFORMATIONAL ITEMS**

11. **CALL FOR AGENDA ITEMS**

12. **NEXT REGULAR MEETING: December 8, 2021, St Mark's Episcopal Church, Stacy Hall.**

13. **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.

MINUTES TO APPROVE

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



POSTED 10-8-2021

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting October 13, 2021, 6:00 PM

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2. Via telephone: +1 (408) 638-0968 **Meeting ID: 869-1022-6634** **Passcode: 523136**

REGULAR MEETING MINUTES

1. **CALL TO ORDER:** Vice President Fayram called the meeting to order at 6:07 Pm.
2. **ROLL CALL:** Present at the meeting were Vice President Fayram, Director Ross, and Director O'Neill. Absent from the meeting were Director Arme and President Palmer.
3. **PLEDGE OF ALLEGIANCE:** Vice President Fayram led the pledge of allegiance.
4. **DIRECTOR COMMENTS**
There were no Director comments.
5. **PUBLIC COMMENTS**
Public member Laura Lippencott asked questions regarding the effluent treatment plant process. Ms. Lippincott was referred to District staff to answer her questions.
6. **SANTA BARBARA COUNTY ENVIRONMENTAL HEALTH SERVICES (EHS) DISCUSSION REGARDING ONSITE WASTEWATER TREATMENT SYSTEM (OWTS) REQUIREMENTS**
Jason Johnson REHS, Supervising Environmental Specialist for Santa Barbara County discussed the local and state process to consider interim requirements for Onsite Wastewater Treatment Systems (OWTS) until the community wastewater system is available. The Board asked several questions regarding the current status of Onsite Water Treatment Systems located within the District, the status of the quality of groundwater, differences between systems that can be repaired and systems that are in failure, septic to sewer transition what works and what doesn't. Mr. Johnson responded to questions. Vice President Fayram suggest that Board members with additional questions should submit the questions to the General Manager and then the questions would be referred to the County for additional response.
7. **ADMINISTRATIVE AGENDA**
Mr. Fayram indicated that the items listed on the Administrative Agenda could be voted on with a single motion. He went on to state he would take motions on 7a and 7b separately.
 - a. **MEETING MINUTES**
 - i. Approve Minutes of September 15, 2021
 - ii. Approve Minutes of October 4, 2021
Director O'Neill moved that the meeting minutes for September 15, 2021, and October 4, 2021, be approved. The motion was seconded by Director Ross. The motion was approved 3-O-2 with Vice president Fayram, Director O' Neill

And Director Ross voting yes, no member voting dissenting, and President Palmer and Director Arme absent.

b. INVOICE PAYMENT

- i. September 15, 2021 Robert Perrault General Management Services (9-15-2021) \$3,510.
- ii. August 5, 2021, GSI Water Solutions Invoice # 876-001-07 Groundwater Management Services (July) \$1,926.25.
- iii. March 3, 2021, Urban Planning Concepts Invoice #9844 February Services Siting Study \$2,663.75

Director O' Neill moved that the invoices presented under 7b. be approved. Director Ross Seconded the motion. Roll Call vote: Vice President Fayram, Director Ross and Director O' Neill voted yes. No one voted no and President Palmer and Director Arme were absent. The motion passed 3-0-2.

8. BUSINESS ITEMS DISCUSSION AND ACTION ON THE FOLLOWING

Review and Approve the GSI Technical Memorandum Providing a Preliminary Cost Estimate for Injection and Provide Direction Regarding Remaining Tasks in the Treated Wastewater Injection Program Statement of Work. General Manager Perrault introduced the item. He indicated GSI Water Solutions had completed Task #1 in the Injection Feasibility Statement of Work. Task #1 focused on providing a high-level planning estimate for using the injection of treated effluent as the method of discharge. The cost estimate was \$5.3 Million to 6.5 million for a project serving the entire community. Annual operations and maintenance cost was estimated at between \$200,000 and \$350,000. Discussion followed between the Board, representatives from GSI including Tim Thompson and Andy Lapisol, and the General Manager. The Board inquired as to the costs of completing the feasibility plan, possible well siteing, well-drilling costs, and the high-cost estimate for injection. At the end of the discussion, it was determined staff should schedule a Workshop Session to review the information received along with a status review of the project.

9. NEXT REGULAR MEETING: November 10, 2021, St Mark's Episcopal Church, Stacy Hall. The meeting will also be a Zoom Meeting.

10. ADJOURNMENT: It was announced the meeting would need to be adjourned due to the fact the Zoom portion of the meeting had been interrupted. A motion was made by Director Ross to adjourn the meeting at 7:41 PM. The motion was seconded by Director O' Neill. The vote to adjourn passed on a 3-0-2 vote with President Palmer and Director Arme absent. The meeting was adjourned at 7:41 PM.

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



POSTED 10-29-2021

**LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Workshop Meeting
November 3, 2021, 5:30 PM
St. Mark's Episcopal Church Stacy Hall
2901 Nojoqui Avenue, Los Olivos CA**

This meeting was held both in-person and electronically via Zoom Meetings. In-person the meeting was held at the following Location: St Mark's in the Valley Episcopal Church, Stacy Hall. The public was also able to hear and participate electronically:

1. Join Zoom Meeting from PC, Mac, or Android: <https://us02web.zoom.us/j/87987066352?pwd=TOJKelp0eEVzSDIxaOU2WmtTYk9Tdz09>
2. Via telephone: +1 (408) 638-0968 Meeting ID: 879-8706-6352 Passcode: 185617

REGULAR WORKSHOP MINUTES

1. **CALL TO ORDER:** President Palmer called the meeting to order at 5:34 PM.
2. **ROLL CALL:** Present were President Palmer, Vice President Fayram, Director Arme. Absent were Director O, Neill, and Director Ross. Director Ross arrived at approximately 5:40 PM.
3. **PLEDGE OF ALLEGIANCE:** President Palmer led the Pledge to Allegiance.
4. **DIRECTOR COMMENTS**
There were no Director Comments made.
5. **PUBLIC COMMENTS**
No public comments were made to the Board
6. **BOARD WORKSHOP DISCUSSION REGARDING SEPTIC TO SEWER CONVERSION PROJECT**
General Manager Perrault provided a brief introduction and was assisted by the Engineer to the District Pike. Several topics were covered and discussed by Board members. Questions were also asked by Board members and staff provided responses. Topics covered and questions asked during the workshop included: Cost of injection wells for the injection study. Discussion of the high cost of using injection into groundwater as a method of treated effluent discharge. The need to review other effluent options. The Priority is to have Stantec complete 30% of the project design. The importance and priority of seeking grant funding. Priority to follow-up on funding request made to the County. The need to retain assessment engineer to complete a financial plan model. Tim Thompson from GSI responded to questions regarding well cost. Following the discussion, the Board identified the following potential points of direction
 1. Complete review of effluent options and select discharge method;
 2. Hold additional work of injection feasibility study until a review of discharge options is complete;
 3. Stantec to complete 30% of project design and provide a list of recommended candidate sites;
 4. Retain an assessment engineer to develop a financial model;
 5. Develop and implement aggressive grant strategy /Purse funding from County.
 6. Develop a full and accurate schedule that would include prioritized critical path, budget, and date-specific schedule;
 7. Hold environmental review until preliminary project design is complete and preferred site is selected;
 8. Incorporate all products specified in State Grant Program into District's schedule and budget.

No Decisions were made by the Board

- 7. NEXT REGULAR MEETING: November 10, 2021, at 6:00 PM St Mark’s Episcopal Church, Stacy Hall. The meeting will also be available by Zoom.**
- 8. ADJOURNMENT:** A motion was made to adjourn the meeting. Director Arme seconded the motion. The motion passed with all present voting aye and Director O’ Neill being absent. The motion passed and the meeting was adjourned at 7:30 PM.

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INVOICE PAYMENT

INVOICE PAYMENT



ROBERT PERRAULT

1311 Crystal Cove Circle □ Grover Beach, CA 93433
(805) 668-7131 □ robertjperrault51@gmail.com

Date: 10/15/2021
To: Lisa Palmer
President, Los Olivos, Community Service District
PO Box 345,
Los Olivos CA, 93441

No. 619

Date	Description	Unit Hours	Total
10/15/21	General Management		
	Services provided to Los		
	Olivos Community Service Dist. For 9-15 to 10-15 2021	30	\$4,050.00
	Per attached detail		
10/15/21	Reimbursement Office- Max		
	Copies made for Brd. Meeting 10-13-21		\$ 58.62
		Total	\$4,108.62

**Total Due By:
Due Upon
Receipt**

Thank you for your business!

Robert J Perrault

Memo to: Lisa Palmer, President Los Olivos Board CSD, Board of Directors
From: Bob Perrault, General Manager
Subject: Invoice Detail September 16- October 15, 2021
Date: November 6, 2021

Date	Description	Hrs	Amount
9-16-	Meeting follow- up, Quarterly Report Preparation LAFCO	2	\$270.00
9-17	Complete Quarterly Report Communication w / Cloacina IRWRM meeting preparation	2	\$270.00
9- 20	Attendance IRWRM Meeting	1.5	\$202.50
9-21	Work on State Grant , Special Meeting, Revise Quart. Report	2.5	\$337.50
9-22	Siting Study Review Meeting with S	1.	\$135.00
9-24	Meeting with Lisa work on Public Information update. Meeting w/ Ancient Peaks, Cloacina	3	\$405.00
9-27	Public Records Request follow up	1	\$135.00
9-27	Onsite meeting with SB County Re: ROW site	1	\$135.00
9- 28	Public Record Request	1	\$135.00
9-29	Meeting with LP. Coordinate SP Meeting with St. Mark's Work on Development of Sp Agenda	3	\$405.00

10-1	Finalize Special meeting Agenda Discussions with LP respond to Questions and emails re. meeting	2	\$270.00
10-4	Meeting Prep, Discussion with Ms. Gott, Attend Board meeting, set up And takedown	3	\$405.00
10-6	Project Management Committee and Finance Committee attendance	2	\$270.00
10-9	Public Records Request	3	\$405.00
10-13	Attendance at Board meeting- setup takedown	2	\$270.00



55 SW Yamhill Street, Suite 300
 Portland, OR 97204
 P: 503.239.8799
 accounting@gsiws.com
 www.gsiws.com

Water Solutions, Inc.

Doug Pike
 Los Olivos Community Services District
 PO Box 345
 Los Olivos, CA 93441

October 8, 2021
 Invoice No: 0876.001 - 9

Project 0876.001 Groundwater Quality Management Services

Professional Services from September 1, 2021 to September 30, 2021

Task .004 Technical Memorandum and Submittals

Labor

	Hours	Rate	Amount	
Managing Hydrogeologist				
Franz, Brian	7.00	160.00	1,120.00	
Project Geologist				
Lapostol, Andres	15.75	135.00	2,126.25	
GIS/Graphics/Database				
Palmer, Nicole	1.25	125.00	156.25	
Totals	24.00		3,402.50	
Total Labor				3,402.50
				Total this Task
				\$3,402.50

Task .005 Project Management

Labor

	Hours	Rate	Amount	
Principal Consultant				
Thompson, Timothy	4.75	265.00	1,258.75	
Administration				
Deck, Anneliese	.50	90.00	45.00	
Totals	5.25		1,303.75	
Total Labor				1,303.75
				Total this Task
				\$1,303.75

Project Summary

	Current Period	Prior Periods	Invoiced to Date
Total Billings	4,706.25	46,613.75	51,320.00
Authorized Budget			85,000.00
Budget Remaining			33,680.00
			Total this Invoice
			<u><u>\$4,706.25</u></u>

Outstanding Invoices

Number	Date	Balance
7	8/5/2021	1,926.25
Total		1,926.25



55 SW Yamhill Street, Suite 300
 Portland, OR 97204
 P: 503.239.8799
 accounting@gsiws.com
 www.gsiws.com

Water Solutions, Inc.

Robert Perrault
 Los Olivos Community Services District
 PO Box 345
 Los Olivos, CA 93441

October 8, 2021
 Invoice No: 0876.002 - 1

Project 0876.002 Groundwater Quality Management Services Preliminary Cost Analysis

Professional Services from September 1, 2021 to September 30, 2021

Task .001 Preliminary Cost Analysis

Labor

	Hours	Rate	Amount	
Principal Consultant				
Thompson, Timothy	28.00	265.00	7,420.00	
Managing Hydrogeologist				
Franz, Brian	2.75	160.00	440.00	
Project Geologist				
Lapostol, Andres	21.25	135.00	2,868.75	
Technical Editing				
Parisi, Laura	1.75	130.00	227.50	
Administration				
McCall, Metria	.50	90.00	45.00	
Totals	54.25		11,001.25	
Total Labor				11,001.25
				Total this Task
				\$11,001.25

Project Summary

	Current Period	Prior Periods	Invoiced to Date
Total Billings	11,001.25	0.00	11,001.25
Authorized Budget			12,500.00
Budget Remaining			1,498.75
			Total this Invoice
			<u><u>\$11,001.25</u></u>



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

ENGINEERING
 PLANNING
 SURVEYING
 CONSTRUCTION MANAGEMENT

October 12, 2021
 Project No: LOCD.180392.00
 Invoice No: 78559-R1

Los Olivos Community Services District
 P.O. Box 553
 Los Olivos, CA 93441

Principal Jeffrey Edwards
 Project Manager Douglas Pike
 Project LOCD.180392.00 District Support Services

This Invoice includes:

- 1. General Support to the General Manager: \$7,554.50
- 2. Engineering Tasks:
 - a. WRF Grant Management: \$185.00

Professional Services for the Period: July 1, 2021 to July 31, 2021

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount	
Administrative Support				
Project Coordinator	35.25	105.00	3,701.25	
Project Management				
Engineering Technician	31.50	95.00	2,992.50	
Engineer	4.00	185.00	740.00	
Totals	70.75		7,433.75	
Total Labor				7,433.75

Reimbursable Expenses

Pike, Douglas				
4/13/2021	Pike, Douglas	CSD Career Center	105.00	
	Total Reimbursables	1.15 times	105.00	120.75

Level 2 Subtotal \$7,554.50

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount	
Project Management				
Engineer	1.00	185.00	185.00	
Totals	1.00		185.00	
Total Labor				185.00
		Level 2 Subtotal		\$185.00
		Current Invoice Amount		\$7,739.50

Outstanding Invoices

Number	Date	Balance
78728	9/20/2021	6,380.00
Total		6,380.00

Billing Backup

Tuesday, October 12, 2021

MNS Engineers, Inc.

Invoice 78559-R1 Dated 10/12/2021

2:29:58 PM

Project	LOCS.D.180392.00	District Support Services
Level 2	TASK01	District Management

Professional Personnel

		Hours	Rate	Amount
Administrative Support				
Project Coordinator				
Zepeda, Mary	7/2/2021	1.75	105.00	183.75
District correspondence including emails; LOCS.D Website Update - Upload Finance Committee Meeting Agenda and Meeting Packet ; Begin Review of Stakeholder List vs LOCS.D Fund Parcels List dated 6/25/21 (7/5/21)				
Zepeda, Mary	7/6/2021	1.50	105.00	157.50
Continue Review of Stakeholder List vs LOCS.D Fund Parcels List dated 6/25/21; Prepare for District Update Direct Mailer				
Zepeda, Mary	7/7/2021	2.00	105.00	210.00
Continue Review of Stakeholder List vs LOCS.D Fund Parcels List dated 6/25/21; Finalize Stakeholder (Direct Mailer and Email List); Prepare District Update for Stakeholders via Direct Mailers TB Delivered to USPS on 7/8/21; Forward District Update to Stakeholders via Email				
Zepeda, Mary	7/8/2021	4.00	105.00	420.00
Finish Preparation of District Update Direct Mailers and Deliver to USPS on 7/8/21; Review and Provide Comments on Resolution 21-07; Update Resolution Tracking Log; Create District Update Data Analytic				
Zepeda, Mary	7/9/2021	.25	105.00	26.25
Upload Regular Meeting Agenda to LOCS.D Website; Forward Direct Mailer and Email Distribution List to RP and RP				
Zepeda, Mary	7/12/2021	3.00	105.00	315.00
District correspondence including emails; Review Resolution 21-07 Changes with RP and DP; Update Resolution 12-04 with Attachment 1, 2 and 4; Update Regular Agenda Meeting Packet with Attachment 4; Upload Regular Meeting Agenda Packet to LOCS.D Website and forward copy of packet to Board Members; Print Agenda and Verify posting of Regular Meeting Agenda in LOCS.D Post Office				
Zepeda, Mary	7/13/2021	3.00	105.00	315.00
Followup with GSI re Invoice 876-001-05; Create Single Payment Claims within FIN for approved GSI Invoices #4; Submit GSI Invoice #4 for payment via FIN for DP; Update Budget Tracking Log; Prepare GSI Invoice #5 and #6 for submission to EHS for reimbursement				
Zepeda, Mary	7/14/2021	2.00	105.00	210.00
Update District Flyer Data Analytic and Mail Chimp Distribution List; Review Mail Chimp with TG and Develop Strategy for Stakeholder List; Followup with RP re GSI and UPC Invoices; Respond to Email Inquiry's re Meeting Time and Email Preference for District Update				

Project	LOCSD.180392.00	District Support Services			Invoice	78559-R1
Zepeda, Mary		7/15/2021	5.75	105.00	603.75	
	Followup with DP & RP re processing UPC Invoices via EHS for reimbursement: Prepare Reimbursement Request for GSI Invoice #5 and #6 and forward to RP for Signature; Forward Reimbursement Request with GSI Invoices to EHS; Compare Budget Tracking Logs with 2021 Agenda Packet Invoices; Followup with RP and DP re UPC Invoices 9844 and 10021; Followup with RP, DP and RT re A&W Invoice; Prepare June Agenda Packet Invoices for FIN and forward Invoice Approvals to RP; Create Single Payment Claims within FIN for approved A&W, MNS & RP Invoices; Process A&W, MNS & RP Invoices for payment via FIN for DP; Update Budget Tracking Log; Verified UPC not within FIN; Prepare Substitute W9 & Vendor Information Form for UPC; Assist TG with Stakeholder List					
Zepeda, Mary		7/16/2021	.50	105.00	52.50	
	Followup with SBC Auditor-Controller (SBC-AC) Help Desk re Vendor Setup Information for UPC;; SBC-AC confirmed UPC in active within FIN System and obtained forms needed to reactive UPC as Vendor; Forward Substitute W9, CA 587 and 590 Package to UPC					
Zepeda, Mary		7/21/2021	2.50	105.00	262.50	
	Meet with DP and RP on status update on pending items; Update Special Meeting Minutes and Resolutions for Signatures					
Zepeda, Mary		7/22/2021	4.00	105.00	420.00	
	Review LOCSD Reimbursement Statement FY2018/2019 & 2019/2020 and update TG and update of changes; Assist with TG with distributing the Reimbursement Statements for LP and RP for review and approval or board action; Conduct Review Final Draft of Stakeholder List and forward to LP for review and comment; Followup with RP and DG regarding Regular Meeting Minutes (4/14/21 and 6/9/21) and Resolution 21-05; Modified Regular Meeting Minutes (4/14/21 and 6/9/21) and Resolution 21-05 for Signature					
Zepeda, Mary		7/23/2021	2.00	105.00	210.00	
	File (Electronic and Hard Copy) Meeting Minutes and Resolutions; Update Resolution Tracking Sheet; Forward List of Pending/Missing Meeting Minutes to DP and RP; Prepare and Forward Resolution 20-03, 21-01, 20-06, 20-07 for Final Execution by GRT					
Zepeda, Mary		7/26/2021	.25	105.00	26.25	
	District correspondence including emails					
Zepeda, Mary		7/27/2021	1.50	105.00	157.50	
	Review and Compare District Update Original BCC List to the New Stakeholder List; Update LP re sending District Update to newly identified recipients					
Zepeda, Mary		7/28/2021	.25	105.00	26.25	
	Followup with UPC re Invoice Payment via FIN					
Zepeda, Mary		7/30/2021	1.00	105.00	105.00	
	Assist TG with followup email to Board Members re posting the reimbursement statement on website; Update Direct Mailer List based on Returned District Update Letter					
Project Management						
Engineering Technician						
Gullikson, Taylor		7/2/2021	2.50	95.00	237.50	
	LOCSD District Update edits					

Project	LOCSD.180392.00	District Support Services			Invoice	78559-R1
Gullikson, Taylor		7/6/2021	3.00	95.00	285.00	
		LOCSD District Update Flyer-updating direct mailer list				
Gullikson, Taylor		7/7/2021	5.00	95.00	475.00	
		LOCSD District Update Flyer-Direct mailers and uploading to website				
Gullikson, Taylor		7/13/2021	1.00	95.00	95.00	
		Fixed Onsite Water Quick Guide and reuploaded online				
Gullikson, Taylor		7/14/2021	2.00	95.00	190.00	
		LOCSD Stakeholder List updating				
Gullikson, Taylor		7/15/2021	2.00	95.00	190.00	
		LOCSD Stakeholder List updating				
Gullikson, Taylor		7/16/2021	1.00	95.00	95.00	
		LOCSD Reimbursement Statement				
Gullikson, Taylor		7/19/2021	1.50	95.00	142.50	
		Reimbursement statement FY 19/20 (1.5 hrs)				
Gullikson, Taylor		7/20/2021	3.00	95.00	285.00	
		LOCSD Stakeholder list and MailChimp updating				
Gullikson, Taylor		7/21/2021	2.00	95.00	190.00	
		Obtaining Stakeholder contact info, Reimbursement Statements, organizing MailChimp				
Gullikson, Taylor		7/22/2021	1.00	95.00	95.00	
		LOCSD -Call w Mary (Reimbursement Statements and Mailing List)				
Gullikson, Taylor		7/23/2021	1.50	95.00	142.50	
		LOCSD - Cross checking stakeholder list to see who needs Update still				
Gullikson, Taylor		7/26/2021	1.50	95.00	142.50	
		Creating "newly added stakeholders" list				
Gullikson, Taylor		7/27/2021	2.50	95.00	237.50	
		LOCSD Email analytics and reimbursement statements; Call w Mary re stakeholder list update; Sending Update to new stakeholders				
Gullikson, Taylor		7/28/2021	1.00	95.00	95.00	
		LOCSD Transparency checklist				
Gullikson, Taylor		7/30/2021	1.00	95.00	95.00	
		Notifying board of and posting reimbursement disclosures				
		District Engineer				
Pike, Douglas		7/12/2021	1.00	185.00	185.00	
		Assessors List with CIP Increase. Prepared per County Instructions. (1)				
Pike, Douglas		7/30/2021	3.00	185.00	555.00	
		Los Olivos CSD 2021-22 secured property tax Update Submittal Preparation				
		Totals	70.75		7,433.75	
		Total Labor				7,433.75
					Level 2 Subtotal	\$7,554.50

Level 2	TASK02	Engineering Tasks				
Professional Personnel						
			Hours	Rate	Amount	
Project Management						
Engineer Pike,						
Douglas		7/12/2021	1.00	185.00	185.00	

Project	LOCSD.180392.00	District Support Services	Invoice	78559-R1
Grant Application history worksheet update (1)				
	Totals	1.00	185.00	
	Total Labor			185.00
			Level 2 Subtotal	\$185.00
			Project Total	\$7,739.50
			Total this Report	\$7,739.50

Invoice Detail (3678712)

Los Olivos Community Services District
Douglas S. Pike
201 N. Calle Cesar Chavez, Ste. 300
Santa Barbara, CA 93103 USA
(805) 331-3553
dpike@mnsengineers.com

Tuesday, April 13, 2021
Invoice #: 3678712
Aged: PAID
Total: \$105.00
Balance: \$0.00
PO Number: -

Type	Date	Amount	Description
Invoice	Apr 13, 2021	\$105.00	Single 30-day Online Job Posting Package
Payment	Apr 13, 2021	\$(105.00)	Paid by Visa card ending in 3963

Any credit card charges appear on your statement as "CSDA Career Center."



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

ENGINEERING
PLANNING
SURVEYING
CONSTRUCTION MANAGEMENT

September 20, 2021

Project No: LOCD.180392.00

Invoice No: 78728

Los Olivos Community Services District

P.O. Box 553

Los Olivos, CA 93441

Principal Jeffrey Edwards
Project Manager Douglas Pike
Project LOCD.180392.00 District Support Services

This Invoice includes:

1. General Support to the General Manager: \$4,853.75
2. Engineering Tasks:
 - a. WRF Grant Management: \$515.00
 - b. Stantec Contract Support: \$92.50
 - c. Site Acquisition - Surveyor Support: \$641.25
 - d. Site Acquisition - Engineering Support: \$92.50
 - e. Attend Technical committee meeting: \$185.00

Professional Services for the Period: August 1, 2021 to August 31, 2021

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount
Administrative Support			
Project Coordinator	30.00	105.00	3,150.00
Project Management			
Engineering Technician	15.50	95.00	1,472.50
Engineering Support	1.25	185.00	231.25
Totals	46.75		4,853.75
Total Labor			4,853.75
		Level 2 Subtotal	\$4,853.75

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount	
Project Management				
Engineering support	4.50	185.00	832.50	
Fund Development/Grant Applications				
Project Coordinator	.50	105.00	52.50	
Totals	5.00		885.00	
Total Labor				885.00
				Level 2 Subtotal
				\$885.00

Level 2 TASK03 Survey Tasks

Professional Personnel

	Hours	Rate	Amount	
Research				
Supervising Technician	4.75	135.00	641.25	
Totals	4.75		641.25	
Total Labor				641.25
				Level 2 Subtotal
				\$641.25
				Current Invoice Amount
				\$6,380.00

Outstanding Invoices

Number	Date	Balance
78559	8/24/2021	7,799.50
Total		7,799.50

Billing Backup

Monday, September 20, 2021

MNS Engineers, Inc.

Invoice 78728 Dated 9/20/2021

2:00:22 PM

Project	LOCS.D.180392.00	District Support Services
Level 2	TASK01	District Management

Professional Personnel

		Hours	Rate	Amount
Administrative Support				
Project Coordinator				
Zepeda, Mary	8/5/2021	1.25	105.00	131.25
District correspondence including emails; Update LOCS.D Website with Regular Meeting (8/11/21) Cancellation Notice and Create Regular Meeting Calendar Date (8/18/21)				
Zepeda, Mary	8/6/2021	2.75	105.00	288.75
Finalize and File (Hard and Electronic) Resolution No 20-03, 20-06, 20-07, 21-01; Update Resolution File Tracking Log and Renamed Resolution Documents for consistency and placed executed resolutions (as applicable) into file for Transparency Certificate; Update LOCS.D Website with executed Finance Committee (5/10/21) and Regular Meeting (4/14/21) Minutes; Assist RP with Gmail Account; Followup with DP re pending Meeting Minutes				
Zepeda, Mary	8/9/2021	2.75	105.00	288.75
District correspondence including emails; LOCS.D Website Update - Upload Finance Committee Agenda and Agenda Packet; Print and Post Finance Committee Agenda within LOCS.D Post Office; Send Followup Email to RP re District Calendar Updates and Agenda and Website Updates				
Zepeda, Mary	8/10/2021	2.50	105.00	262.50
Review Google Earth and SBC Assessor Map Lookup for parcels neighboring properties surrounding the Herthel Property; and forward findings to RP for review; Created Los Olivos CSD Finance Committee and Regular Meeting "Outlook" Distribution List and forward to RP, DP and TG				
Zepeda, Mary	8/13/2021	1.00	105.00	105.00
Review Pending Meeting Minutes and File Naming Convention with TG; Forward Regular Meeting Minutes and Finance Committee Minutes to RP for signature; Prepare Regular Meeting Agenda for Posting on the LOCS.D website on 8/14/20				
Zepeda, Mary	8/16/2021	1.25	105.00	131.25
District correspondence including emails; Attend Transparency Certificate Update Status Meeting				
Zepeda, Mary	8/17/2021	2.50	105.00	262.50
Update Agenda Packet per RP Request and re-post and redistribute; Continue Review Google Earth, SBC Assessor Map Lookup and SBC Assessor Property Tax Lookup for parcels neighboring properties surrounding the Herthel Property and provided RP the addresses for the parcels of interest				

Project	LOCSD.180392.00	District Support Services			Invoice	78728
Zepeda, Mary		8/19/2021	3.00	105.00	315.00	
		Review SBC Assessor Map Lookup & Zillow to confirm dates the neighboring properties surrounding the Gott Property are sold; update SBC Assessors Map(s); Review Los Olivos Fund Parcel List for Property Owner Name and Mailing Address; Email SBC Assessor's Office to Inquiry about Property Owner Name and Mailing Address for properties outside LOCSD jurisdiction; Updated District Meeting Calendar; Followup with RS re APN#'s Surrounding the Herthel Property				
Zepeda, Mary		8/20/2021	4.50	105.00	472.50	
		Forward Updated Regular Meeting Minutes to RP for review and approval; Prepare EHS Invoice Reimbursement Request Letter and forward to RP/DP for review and approval; Prepare MNS & RP Invoices for payment via FIN and forward to DP for review and approval; Update Budget Tracking Log; Requested Copy of A&W Invoice for Processing; Research and Forward SCB Assessor's Map for additional interested parcels				
Zepeda, Mary		8/24/2021	6.25	105.00	656.25	
		District correspondence including emails; Forward Invoice Approvals to DP; Create Single Payment Claims within FIN for approved GSI, Aleshire & Wynder, SDRMA, MNS and Robert Perrault Invoices; Process Invoices for payment via FIN for DP; Update Budget Tracking Log; Review and Update Herthel and Gott Neighboring Parcel Contact Information				
Zepeda, Mary		8/25/2021	.50	105.00	52.50	
		Prepare and Forward Email to SBC Assessor's Office for information request to verify property owner name and mailing address				
Zepeda, Mary		8/30/2021	1.75	105.00	183.75	
		District correspondence including emails; Response to FINWeb eForms Inbox Notification re GSI Invoice 0876-001-5 and update Invoice # and resubmit for payment; Create Finance Committee Meeting Cancellation Notification with RP and post on website and within Los Olivos Post Office				
Project Management						
Engineering Technician						
Gullikson, Taylor		8/2/2021	2.50	95.00	237.50	
		LOCSD Reimbursement Statement corrections and reposting to website				
Gullikson, Taylor		8/9/2021	.50	95.00	47.50	
		Call with Mary				
Gullikson, Taylor		8/12/2021	3.00	95.00	285.00	
		Call with Mary, completing items on Transparency website checklist, and assessing meeting video/audio files.				
Gullikson, Taylor		8/13/2021	3.50	95.00	332.50	
		Revising meeting minutes and agenda names on website, revising agenda draft, call with Mary				
Gullikson, Taylor		8/16/2021	2.00	95.00	190.00	
		Meeting w Mary, Doug and Bob; posting/distributing agenda packet				
Gullikson, Taylor		8/18/2021	1.00	95.00	95.00	
		Benefit Assessment Vote MS Project schedule				
Gullikson, Taylor		8/31/2021	3.00	95.00	285.00	
		Website meeting w Bob and Lisa; website corrections				

Project	LOCS.D.180392.00	District Support Services	Invoice	78728
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District Manager				
Pike, Douglas	8/10/2021	.25	185.00	46.25
Assist with Financial Report Prep. (.25)				
Pike, Douglas	8/27/2021	1.00	185.00	185.00
Assist with formatting of budget document we need to send to Ed Price, CPA, CPFO, Assistant Auditor-Controller, County of Santa Barbara Auditor-Controller's Office				
Totals		46.75		4,853.75
Total Labor				4,853.75
Level 2 Subtotal				\$4,853.75

Level 2	TASK02	Engineering Tasks
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Professional Personnel				
		Hours	Rate	Amount
Project Management				
District Manager				
Pike, Douglas	8/9/2021	.50	185.00	92.50
Stantec Proposal Review and discussion with Bob P. (.5)				
Pike, Douglas	8/11/2021	2.00	185.00	370.00
Updated Checklist for WRF Grant, and coordinated signature from Lisa and Transmittal to Jody Hack and FFAST Upload				
Pike, Douglas	8/13/2021	.50	185.00	92.50
Phone meeting with Jody Hack, State Water Board re: Planning Grant schedule & discussion on construction funding. Confirmed FFAST submittal, and that Grant Agreement was in internal (State) routing for approval.				
Pike, Douglas	8/16/2021	1.00	185.00	185.00
Technical Committee Meeting Participation with Brian O'Neill and Bob Perrault				
Pike, Douglas	8/25/2021	.50	185.00	92.50
Los Olivos CSD; Location of County Bike Path and Los Olivos CSD Requested Area D3- Transfer of knowledge to R. Perrault to communicate with the County				
Fund Development/Grant Applications				
Project Coordinator				
Palmquist, Linda	8/13/2021	.50	105.00	52.50
Reset account and submit certification to FFAST				
Totals		5.00		885.00
Total Labor				885.00
Level 2 Subtotal				\$885.00

Level 2	TASK03	Survey Tasks
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Professional Personnel				
		Hours	Rate	Amount
Research				
Supervising Technician				
Starr, Robert	8/18/2021	1.00	135.00	135.00
Research Assessor's Parcel information for owners and mailing addresses.				
Starr, Robert	8/23/2021	3.75	135.00	506.25

Project	LOCSD.180392.00	District Support Services	Invoice	78728
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Research Assessor's Parcel information for owners and mailing addresses and create spreadsheet of data.

Totals	4.75	641.25	641.25
Total Labor			

Level 2 Subtotal	\$641.25
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Project Total	\$6,380.00
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Total this Report	\$6,380.00
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**ALESHIRE &
WYNDER** LLP
ATTORNEYS AT LAW

ORANGE COUNTY | LOS ANGELES | RIVERSIDE | CENTRAL VALLEY

Peggy Middleton
pmiddleton@awattorneys.com

18881 Von Karman Avenue,
Suite 1700
Irvine, CA 92612
P (949) 223.1170
F (949) 223.1180

AWATTORNEYS.COM

October 17, 2021

VIA EMAIL ONLY: robertjerrault51@gmail.com

Mr. Bob Perrault, General Manager
Los Olivos Community Services District
P.O. Box 345
Los Olivos, CA 93441

Re: **October 2021 Billing Statement (for services through 9/30/21);
Aleshire & Wynder, LLP**

Dear Bob:

Enclosed please find a billing statement for the month of October, which includes services rendered and costs incurred by Aleshire & Wynder, LLP, through September 30, 2021.

Should you have any questions or require additional information concerning the foregoing, please let me know.

Sincerely,

ALESHIRE & WYNDER, LLP

Peggy Middleton for
G. Ross Trindle, III

Enclosure

LOS OLIVOS COMMUNITY SERVICES DISTRICT (01245) MONTHLY BILLING SUMMARY

Billing Period: September 1 thru September 30, 2021

	Total Hours	Hourly Rate	Total Fees	Total Costs	Total Fees & Costs	Write-off Value	Comments
0001 General (\$200 Blended: Atty / Paralegal / Law Clerk)	24.40	200	4,880.00	0.00	4,880.00	0.00	(Advisory/Transactional Svcs)
TOTALS:	24.40		4,880.00	0.00	4,880.00	0.00	



**ALESHIRE &
WYNDER** LLP
ATTORNEYS AT LAW

Orange County
18881 Von Karman Ave., Suite 1700
Irvine, CA 92612
P 949.223.1170 • F 949.223.1180
awattorneys.com

Federal Tax ID: 55-0814676

Los Olivos Community Services District
Attn: Mr. Bob Perrault, General Manager
2540 Alamo Pintado Avenue
Los Olivos, CA 93441

October 17, 2021
Bill No. 64169

For Legal Services Rendered Through 09/30/21

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

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
09/01/21	GRT	(PUBLIC HEARING) REVIEW OF UPDATED NOTICES FOR REMOTE MEETING; EMAIL EXCHANGE WITH GENERAL MANAGER RE SAME	0.20	40.00
09/03/21	GRT	(BOARD PRESIDENT) PHONE CONFERENCE WITH BOARD PRESIDENT RE SITE SELECTION AND POWERS OF DISTRICT TO ACQUIRE PROPERTY OUTSIDE OF DISTRICT BOUNDARIES; COMMENCE FOLLOW UP RESEARCH AND ANALYSIS RE SAME	0.70	140.00
09/07/21	GRT	(AGENDA) REVIEW AND REVISE AGENDA FOR SEPTEMBER REGULAR MEETING; DRAFT TRANSMITTAL TO GENERAL MANAGER RE SAME	0.40	80.00
	GRT	(SITE SELECTION) COMPLETE LEGAL RESEARCH AND ANALYSIS RE POWER OF DISTRICT TO ACQUIRE PROPERTY OUTSIDE OF DISTRICT BOUNDARIES BY CONTRACT AND BY EMINENT DOMAIN; COMPLETE LEGAL RESEARCH AND ANALYSIS RE ANNEXATION PROCESS THROUGH LAFCO; DRAFT ANALYSIS TO GENERAL MANAGER RE ALL	2.70	540.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
09/13/21	GRT	(SITE SELECTION) REVIEW OF LENGTHY PUBLIC COMMENT LETTER FROM ROHER FAMILY CRITICIZING DISTRICT'S PREFERRED AND PREFERRED ALTERNATIVE SITE SELECTION; LEGAL RESEARCH ON SANITARY DISTRICT LAW AND COMMUNITY SERVICES DISTRICT LAW RE AUTHORIZATION FOR DISTRICT TO ACQUIRE AND OPERATE PROPERTY OUTSIDE BOUNDARIES OF DISTRICT FOR PROVISION OF SERVICES WITHIN THE DISTRICT; LEGAL RESEARCH RE AUTHORITIES CITED IN PUBLIC COMMENT LETTER; DRAFT ANALYSIS EMAIL TO DIRECTOR O'NEILL, PRESIDENT PALMER, AND BOARD PRESIDENT RE ALL	3.20	640.00
09/15/21	GRT	(REGULAR MEETING) COMPLETE PREPARATION FOR AND ATTEND REGULAR MEETING	3.20	640.00
	GRT	(PROPERTY NEGOTIATIONS) PROVIDE ANALYSIS RE APPLICABILITY OF CLOSED SESSION EXEMPTION FOR REAL PROPERTY NEGOTIATIONS AND SPECIAL NOTICE REQUIREMENTS	0.40	80.00
	GRT	(ROHRER PRA) INITIAL REVIEW AND ANALYSIS OF PUBLIC RECORDS ACT REQUEST; COMMENCE PREPARATION OF INITIAL DETERMINATION AND RESPONSE TO REQUESTING PARTY	1.10	220.00
09/16/21	GRT	(ROHRER PRA) REVIEW AND ANALYSIS OF SECOND PRA REQUEST FROM REQUESTING PARTIES; PROVIDE PRELIMINARY ANALYSIS RE RESPONSE; COMMENCE DRAFTING INITIAL RESPONSE; EMAIL EXCHANGES WITH GENERAL MANAGER AND BOARD PRESIDENT RE SAME	0.60	120.00
09/20/21	GRT	(SITE SELECTION) REVIEW OF CORRESPONDENCE FROM HERTHEL FAMILY PROPERTY OWNER RE WITHDRAWAL OF LITTLE CREEK PROPERTY FROM DISTRICT SITE SELECTION; COMPLETE PREPARATION FOR AND ATTEND ZOOM MEETING WITH BOARD PRESIDENT AND GENERAL MANAGER RE SAME	1.70	340.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
09/20/21	GRT	(AB 361) DRAFT EMAIL COMMUNICATION TO BOARD OF DIRECTORS RE AB 361 AND REMOTE MEETINGS	0.20	40.00
	GRT	(ROHRER PRA REQUEST #1) COMPLETE REVIEW AND ANALYSIS RE INITIAL DETERMINATION AND RESPONSE TO PRA REQUEST; COMMENCE LEGAL RESEARCH AND ANALYSIS RE SAME; COMMENCE DRAFTING INITIAL DETERMINATION AND RESPONSE	0.70	140.00
	GRT	(ROHRER PRA REQUEST #2) COMPLETE REVIEW AND ANALYSIS RE INITIAL DETERMINATION AND RESPONSE TO PRA REQUEST; COMMENCE LEGAL RESEARCH AND ANALYSIS RE SAME; COMMENCE DRAFTING INITIAL DETERMINATION AND RESPONSE	0.30	60.00
09/21/21	GRT	(AB 361) DRAFT LENGTHY MEMO TO BOARD OF DIRECTORS AND GENERAL MANAGER RE IMPLEMENTATION OF AB 361; DRAFT INITIAL AUTHORIZING RESOLUTION FOR REMOTE MEETINGS PER AB 361; DRAFT REAUTHORIZATION AND EXTENSION RESOLUTION PER AB 361	1.80	360.00
09/23/21	GRT	(PROJECT SITING) EMAIL EXCHANGE WITH BOARD PRESIDENT, VICE PRESIDENT, AND GENERAL MANAGER RE POSSIBLE CLOSED SESSION DURING SPECIAL MEETING RE PROJECT SITING AND PRELIMINARY DESIGN	0.40	80.00
	GRT	(SPECIAL MEETING) COMPLETE PREPARATION FOR AND ATTEND ZOOM MEETING WITH GENERAL MANAGER AND BOARD PRESIDENT RE POSSIBLE SPECIAL MEETING ON PROJECT SCOPE AND SITE SELECTION ISSUES	0.80	160.00
09/27/21	GRT	(ROHRER PRA REQUEST #1) COMPLETE LEGAL RESEARCH AND ANALYSIS RE PRA RESPONSE; COMPLETE DRAFTING INITIAL DETERMINATION AND RESPONSE LETTER; DRAFT TRANSMITTAL TO GENERAL MANAGER RE SAME	0.80	160.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
09/27/21	GRT	(ROHRER PRA REQUEST #2) COMPLETE LEGAL RESEARCH AND ANALYSIS RE PRA RESPONSE; COMPLETE DRAFTING INITIAL DETERMINATION AND RESPONSE LETTER; DRAFT TRANSMITTAL TO GENERAL MANAGER RE SAME	0.40	80.00
	GRT	(SITING ANALYSIS) EMAIL EXCHANGES WITH BOARD PRESIDENT AND GENERAL MANAGER RE RESPONSE TO PUBLIC INQUIRY FROM MRS. AND MR. ROHRER RE PRELIMINARY SITE SELECTION; COMPLETE LEGAL RESEARCH IN SUPPORT OF DRAFT PROPOSED RESPONSE; COMPLETE DRAFT PROPOSED RESPNSE RE LEGAL ISSUES AND CORRECTIONS AND DRAFT TRANSMITTAL TO BOARD PRESIDENT AND GENERAL MANAGER FOR REVIEW AND CONSIDERATION	1.60	320.00
	BWB	(SPLIT: SB 9) ANALYSIS OF SENATE BILLS 8, 9, AND 10; DRAFT MEMORANDUM REGARDING THE REQUIREMENTS IN THESE NEW LAWS	0.10	20.00
09/29/21	GRT	(COMMUNITY UPDATE) REVIEW AND PROVIDE ANALYSIS RE REVISIONS TO SEPTEMBER COMMUNITY UPDATE RE CURRENT LEGAL CONCERNS ON SITING	0.40	80.00
	GRT	(SPECIAL MEETING) PROVIDE ANALYSIS TO GENERAL MANAGER RE SPECIAL MEETING REQUIREMENTS AND AB 361 RESOLUTION OPTIONS FOR CONTINUED REMOTE MEETINGS; FOLLOW UP PHONE CONFERENCE RE SAME	0.80	160.00
	GRT	(AB 361) DRAFT AND REVISE INITIAL TRANSITION RESOLUTION TO REMOTE MEETINGS UNDER AB 361; DRAFT AND REVISE MEMO TO BOARD OF DIRECTORS RE SAME; DRAFT TRANSMITTAL TO GENERAL MANAGER WITH ADVICE AND DIRECTION ON IMPLEMENTATION	1.20	240.00
09/30/21	GRT	(SPECIAL MEETING) REVIEW OF SPECIAL MEETING AGENDA; DRAFT PROPOSED REVISIONS AND ADVICE TO BOARD PRESIDENT AND GENERAL MANAGER	0.50	100.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
09/30/21	BWB	(SPLIT: SB 9) ANALYSIS OF SENATE BILLS 8, 9, AND 10; DRAFT MEMORANDUM REGARDING THE REQUIREMENTS IN THESE NEW LAWS	0.20	40.00
Total Professional Services			<u>24.40</u>	<u>\$4,880.00</u>

PROFESSIONAL SERVICES SUMMARY

Code	Name	Hours	Rate	Amount
GRT	George "Ross" Trindle	24.10	200.00	4,820.00
BWB	Brian Wright-Bushman	0.30	200.00	60.00
Total Professional Services		<u>24.40</u>		<u>\$4,880.00</u>

Receipts Since Last Bill

Prior Balance On This Matter	-1,160.00
Date Description	Total Applied to this Matter
09/29/21 LOS OLIVOS COMMUNITY SERVICES	1,160.00
Less Total Payments	<u>\$1,160.00</u>
Current Matter Due Amount	<u>\$4,880.00</u>

CURRENT BILL TOTAL AMOUNT DUE	<u><u>\$4,880.00</u></u>
Balance Forward:	1,160.00
Payments & Adjustments:	-1,160.00
Total Due:	<u><u>\$4,880.00</u></u>

Please return this page with remittance

to
Aleshire & Wynder, LLP

Bill Number: 64169
Bill Date: October 17, 2021
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0001
Matter Name: General

Total Professional Services 4,880.00

Total Disbursements 0.00

CURRENT BILL TOTAL AMOUNT DUE \$4,880.00

Balance Forward: 1,160.00

Payments & Adjustments: -1,160.00

Total Due: \$4,880.00

Amount enclosed: _____

Thank You



**ALESHIRE &
WYNDER** LLP
ATTORNEYS AT LAW

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F (949) 223.1180

AWATTORNEYS.COM

November 2, 2021

VIA EMAIL ONLY: robertjerrault51@gmail.com

Mr. Bob Perrault, General Manager
Los Olivos Community Services District
P.O. Box 345
Los Olivos, CA 93441

Re: **November 2021 Billing Statement (for services through 10/31/21);
Aleshire & Wynder, LLP**

Dear Bob:

Enclosed please find a billing statement for the month of November, which includes services rendered and costs incurred by Aleshire & Wynder, LLP, through October 31, 2021.

Should you have any questions or require additional information concerning the foregoing, please let me know.

Sincerely,

ALESHIRE & WYNDER, LLP

Peggy Middleton for
G. Ross Trindle, III

Enclosure

CC: Mary Zepeda mzepeda@mnsengineers.com

LOS OLIVOS COMMUNITY SERVICES DISTRICT (01245)
MONTHLY BILLING SUMMARY

Billing Period: October 1 thru October 31, 2021

	Total Hours	Hourly Rate	Total Fees	Total Costs	Total Fees & Costs	Write-off Value	Comments
0001 General (\$200 Blended: Atty / Paralegal / Law Clerk)	14.70	200	2,940.00	0.00	2,940.00	0.00	(Advisory/Transactional Svcs)
TOTALS:	14.70		2,940.00	0.00	2,940.00	0.00	



Los Olivos Community Services District
Attn: Mr. Bob Perrault, General Manager
2540 Alamo Pintado Avenue
Los Olivos, CA 93441

November 2, 2021
Bill No. 64584

For Legal Services Rendered Through 10/31/21

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

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
10/01/21	GRT	(ANALYSIS) PROVIDE ANALYSIS TO GENERAL MANAGER RE LIMITING PUBLIC COMMENT IN SPECIAL MEETING TO ITEMS ON THE AGENDA	0.20	40.00
	BWB	(SPLIT: SB 9) ANALYSIS OF NEW STATE HOUSING LAWS SB 8, 9, AND 10; DRAFT MEMORANDUM RE SAME	0.20	40.00
10/03/21	GRT	(GOTT PRA) EMAIL EXCHANGE WITH GENERAL MANAGER RE RESPONSE TO PRA REQUEST	0.30	60.00
10/04/21	GRT	(SPECIAL MEETING) EMAIL EXCHANGE WITH BOARD PRESIDENT AND GENERAL MANAGER RE SPECIAL; REVIEW OF CORRESPONDENCE FROM ROHRER'S RE SAME; COMPLETE PREPARATION FOR AND ATTEND SPECIAL MEETING	1.90	380.00
	BWB	(SPLIT: SB 9) ANALYSIS OF NEW STATE HOUSING LAWS SB 8, 9, AND 10; DRAFT MEMORANDUM RE SAME	0.20	40.00
	LNL	(SPLIT: SB 8, 9, 10) STRATEGY SESSIONS WITH ATTORNEY WRIGHT-BUSHMAN IN RE PLANNING FOR IMPLEMENTATION, LEGAL PARAMETERS AND ANY APPLICABLE LEGAL COMPLIANCE DEADLINES; CONTINUE RESEARCH RE SAME	0.10	20.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
10/05/21	GRT	(COVID-19) DRAFT TRANSMITTAL TO GENERAL MANAGER RE INFORMATION ON COVID RELIEF APPLICATIONS	0.20	40.00
	GRT	(STANTEC) REVIEW OF UPDATED INFORMATION FROM STANTEC RE SCOPE OF WORK RE SITE SELECTION ANALYSIS AND PLANT ENCLOSURES	0.30	60.00
	BWB	(SPLIT: SB 9) ANALYSIS OF NEW STATE HOUSING LAWS SB 8, 9, AND 10; DRAFT MEMORANDUM RE SAME	0.20	40.00
10/06/21	GRT	(ROHRER PRA #1) DRAFT LETTER TO BOARD RE REQUIREMENTS FOR COMPLIANCE WITH PRA REQUEST	0.50	100.00
	GRT	(ROHRER PRA #1) DRAFT LETTER TO MNS RE REQUIREMENTS FOR COMPLIANCE WITH PRA REQUEST AS PRIOR INTERIM GENERAL MANAGER	0.20	40.00
10/07/21	GRT	(LAFCO) REVIEW AND ANALYSIS OF CORRESPONDENCE FROM ROHRERS TO LAFCO; FOLLOW UP PHONE CONFERENCE WITH PRESIDENT PALMER RE SAME; REVISE RELATED FOLLOW UP EMAIL	0.80	160.00
10/08/21	GRT	(STANTEC) PHONE CONFERENCE WITH GENERAL MANAGER RE SCOPE OF WORK AND STANTEC CONTRACT	0.20	40.00
10/11/21	GRT	(ROHRER PRA #1) EMAIL EXCHANGE WITH DIRECTOR ARME CONFIRMING SEARCH OF RECORDS AND PRODUCTION OF POTENTIALLY RELEVANT DOCUMENTS; EMAIL EXCHANGE WITH DIRECTOR O'NEILL CONFIRMING SEARCH OF RECORDS AND PRODUCTION OF POTENTIALLY RELEVANT DOCUMENTS; EMAIL EXCHANGE WITH DIRECTOR PALMER CONFIRMING SEARCH OF RECORDS AND PRODUCTION OF POTENTIALLY RELEVANT DOCUMENTS; EMAIL EXCHANGE WITH FORMER IGM PIKE CONFIRMING SEARCH OF RECORDS AND PRODUCTION OF POTENTIALLY RELEVANT DOCUMENTS	0.80	160.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
10/11/21	GRT	(ROHRER PRA #1) REVIEW AND REDACT RESPONSIVE DOCUMENTS; DRAFT AND REVISE RESPONSE LETTER AND PRODUCTION OF DOCUMENTS; DRAFT TRANSMITTAL TO GENERAL MANAGER RE SERVICE OF RESPONSE ON REQUESTER; FOLLOW UP PHONE CONFERENCE RE SAME	3.90	780.00
10/13/21	GRT	(REGULAR MEETING) COMPLETE PREPARATION FOR AND ATTEND REGULAR MEETING; ADJOURNED EARLY DUE TO TECHNICAL FAILURE	2.10	420.00
	GRT	(ROHRER PRA #1) DRAFT SUPPLEMENT TO PRA RESPONSE TO INCLUDE ADDITIONAL DOCUMENTS FROM MNS; REVIEW AND REDACT DOCUMENTS FOR PRODUCTION AND EXEMPTION	0.70	140.00
10/15/21	GRT	(STANTEC) REVIEW AND REVISE NOTICE TO PROCEED AND TASK ORDER 3	0.30	60.00
	LNL	(SPLIT: SB 9) RESEARCH AND STRATEGY SESSIONS IN RE COUNTY TAX AND PROPERTY LIEN ISSUES ATTENDANT TO SB 9 LOT SPLITS; HIGH FIRE HAZARD ZONE ISSUES	0.20	40.00
10/17/21	LNL	(SPLIT: SB 9) RESEARCH RE POTENTIAL SPECIFIC CONDITIONS IMPOSABLE ON SB 9 LOT SPLIT APPLICATION SUBMITTALS, REQUIREMENTS FOR SURVEYED LEGAL DESCRIPTIONS, UTILITY CONNECTIONS; NEED FOR PLANNING CHECKLISTS AND APPLICATION FORMS	0.10	20.00
10/25/21	ANL	(SPLIT: SB 9) INTEROFFICE CONFERENCE WITH ATTORNEY LAYMON; REVIEW AND REVISE MEMO; LEGAL RESEARCH	0.20	40.00
	SRO	(SPLIT: SB9) INITIAL RESEARCH OF SB9 AND RELATED ISSUES IN PREPARATION FOR CHALLENGE TO LAW	0.10	20.00
10/28/21	GRT	(WORKSHOP) EMAIL EXCHANGE WITH BOARD PRESIDENT AND GENERAL MANAGER RE SCOPE OF WORKSHOP	0.20	40.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
10/29/21	GRT	(WORKSHOP MEETING) PHONE CONFERENCE WITH GENERAL MANAGER RE WORKSHOP MEETING; PHONE CONFERENCE WITH BOARD PRESIDENT RE SAME	0.80	160.00
Total Professional Services			14.70	\$2,940.00

PROFESSIONAL SERVICES SUMMARY

Code	Name	Hours	Rate	Amount
ANL	Anne N. Lanphar	0.20	200.00	40.00
LNL	Lona N. Laymon	0.40	200.00	80.00
SRO	Stephen R. Onstot	0.10	200.00	20.00
GRT	George "Ross" Trindle	13.40	200.00	2,680.00
BWB	Brian Wright-Bushman	0.60	200.00	120.00
Total Professional Services		14.70		\$2,940.00

CURRENT BILL TOTAL AMOUNT DUE	\$2,940.00
Balance Forward:	4,880.00
Payments & Adjustments:	-0.00
Total Due:	\$7,820.00

Please return this page with remittance

to
Aleshire & Wynder, LLP

Bill Number: 64584
Bill Date: November 2, 2021
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0001
Matter Name: General

Total Professional Services 2,940.00

Total Disbursements 0.00

CURRENT BILL TOTAL AMOUNT DUE \$2,940.00

Balance Forward: 4,880.00

Payments & Adjustments: -0.00

Total Due: \$7,820.00

Amount enclosed: _____

Thank You

ITEM 7 a. ATTACHMENT



TO: BOARD OF DIRECTORS

FROM: DISTRICT COUNSEL

DATE: NOVEMBER 10, 2021

RE: OVERVIEW OF SB 9 & SB 10

This memorandum provides a summary of Senate Bills 9, and 10, signed into law in September 2021 and taking effect January 1, 2022. Section IV of this memo suggests options for responding to these new laws. Please note that these laws are complicated and this memo is only intended to provide a summary. Please contact District Counsel with any additional questions you may have.

I. SENATE BILL 9 – MINISTERIAL APPROVAL OF TWO UNITS & LOT SPLITS

**Note: We are aware of a growing coalition of cities intending to file a legal challenge to SB 9.*

SB 9 requires the ministerial approval of two units on parcels in a single-family zone and the ministerial approval of lots splits for parcels in a single-family zone, subject to certain requirements. Section (C) addresses how Auxiliary Dwelling Units (ADUs) and Junior ADUs (JADUs) are handled under SB 9. Section (D) addresses how SB 9 relates to Home Owner’s Associations (HOAs) and Conditions, Covenants, and Restrictions (CC&Rs). SB 9 also amends requirements in the Subdivision Map Act regarding the initial duration of all tentative maps. These amendments are discussed in Section (E).

A. Ministerial Approval of Two Dwelling Units (Gov. Code § 65852.21)

SB 9 requires local agencies to ministerially approve two residential units on a single parcel in a single-family residential zone, without discretionary review or hearing, if the proposed development meets certain requirements. This includes both a proposal for two new units and a proposal to add one new unit to a parcel with one existing unit.

1. Requirements for Approval

In order to qualify for ministerial approval, a proposed residential development must meet the following requirements:

(a) The subject parcel, **in unincorporated areas**, must be located wholly within the boundaries of an urbanized area or urban cluster, as designated by the United States Census Bureau.

(b) The subject parcel must meet the requirements in Government Code Section 65913.4(a)(6)(B)-(K). Essentially, the parcel may not be located in or on:

- prime farmland, farmland of statewide importance,
- or land zoned or designated for agricultural protection or preservation by an approved local ballot measure;
- wetlands;
- a high or very high fire severity zone, as determined by the California Department of Forestry and Fire Protection, unless the site has adopted fire hazard mitigation measures pursuant to existing state standards or state fire mitigation measures applicable to the development;
- a hazardous waste site;
- a delineated earthquake fault zone, as determined by the State Geologist;
- a special flood hazard area subject to inundation by the 100-year flood, as determined by FEMA;
- a regulatory floodway, as determined by FEMA; land identified for conservation in an adopted natural community conservation plan; habitat for protected species; or
- or land under a conservation easement.

(c) The proposed housing development must not require the demolition or alteration of any of the following types of housing: housing restricted to affordable rent by a covenant, ordinance, or other law; housing subject to any form of rent or price control; or housing that has been occupied by a tenant in the last three years.

(d) An owner of residential property on the parcel must not have exercised the owner's rights under Government Code Section 7060 *et seq.* to withdraw accommodations from rent or lease within 15 years before the date that the development proponent submits an application.

(e) The proposed development must not allow the demolition of more than 25% of existing exterior structural walls, unless: (i) allowed by a local ordinance or (ii) the site has not been occupied by a tenant in the last three years.

(f) The parcel must not be located in a historic district or property included in the State Historic Resources Inventory, or on a site designated as a city or county landmark or historic property or district pursuant to a city or county ordinance.

2. Notable Development Standards

A local agency may impose objective zoning, subdivision, and design review standards on these residential developments. However, the following limitations apply (many of which are similar to the limitations on development standards for ADUs under previously signed legislation):

(a) Size. The local agency cannot impose any standards that would have the effect of physically precluding the construction of up to two units or that would physically preclude either of the two units from being at least 800 square feet in floor area.

(b) Setbacks. The local agency cannot require a setback for an existing structure or a structure constructed in the same location and to the same dimensions as an existing structure. In all other situations, the local agency may require a setback of up to 4 feet from the side and rear lot lines.

(c) Connected Units. The units may either be detached from one another or connected, so long as the units meet building code safety standards and are sufficient to allow separate conveyance.

(d) Parking. The local agency can require up to one off-street parking space per unit, except that a local agency cannot impose any parking requirements if either: (i) the parcel is located within a half-mile walking distance of a high-quality transit corridor or a major transit stop (see definitions in Public Resources Code Sections 21155 and 21064.3), or (ii) there is a car share vehicle located within one block of the parcel.

(e) Wastewater. For residential units connected to an onsite wastewater treatment system, the local agency may require a percolation test completed within the last 5 years, or, if the percolation test has been recertified, within the last 10 years.

3. Grounds for Denial

Notwithstanding the requirement for ministerial approval, a local agency may deny a proposed housing development project if the building official makes a written finding based upon a preponderance of the evidence, that the proposed housing development project would have a specific adverse impact, as defined Government Code Section 65589.5(d)(2), upon public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact.

4. No Short-Term Rentals

Local agencies must prohibit rental of any unit created under this law for a term of 30 days or less. This can be done through a covenant recorded on the property, as is commonly done with ADUs.

5. Charter Agencies and Coastal Act

This law applies to general law and charter agencies. This law does not supersede the Coastal Act, except that a local agency is not required to hold public hearings for coastal development permit applications for lot splits under this law.

6. CEQA

Adoption of an ordinance to implement this law (Government Code Section 65852.21) is not a project for purposes of CEQA, and is therefore not subject to CEQA review.

B. Ministerial Approval of Lot Split (Government Code § 66411.7)

SB 9 also requires local agencies to ministerially approve a parcel map for a lot split, if the lot split meets certain requirements.

1. Requirements for Approval

In order to qualify for ministerial approval, the parcel map must meet the following requirements:

- (a) The map can only create two parcels.
- (b) Neither new parcel may be smaller than 40% of the lot area of the original parcel being divided. Furthermore, neither new parcel shall be smaller than 1,200 square feet, except that the local agency may adopt a smaller minimum lot size that will be subject to ministerial approval.
- (c) The parcel being divided must be in a single-family residential zone.
- (d) The parcel being divided must be located in a local agency that includes some portion of either an “urbanized area” or an “urban cluster,” as designated by the U.S. Census Bureau. Notably, the parcel itself is not required to be in the urbanized area or urban cluster.
- (e) The parcel being divided must meet the requirements in Government Code Section 65913.4(a)(6)(B)-(K). (See explanation in Section II.A.1(b), above.)
- (f) The proposed lot split must not require the demolition or alteration of any of the following types of housing: housing restricted to affordable rent by a covenant, ordinance, or other law; housing subject to any form of rent or price control; or housing that has been occupied by a tenant in the last three years.
- (g) The parcel being divided must not be located in a historic district or property included in the State Historic Resources Inventory, or on a site designated as a city or county landmark or historic property or district pursuant to a city or county ordinance.
- (h) The parcel being divided must not have been established through a prior lot split under this law.

(i) Neither the owner of the parcel being divided nor any other person acting in concert with the owner shall have previously subdivided any adjacent parcel under this law.

(j) The lot split must conform to all applicable requirements of the Subdivision Map Act, except as otherwise expressly provided by this law.

2. Development Standards

A local agency may impose objective zoning, subdivision, and design review standards on parcels created by a lot split under this law. However, the following limitations apply (many of which are similar to the limitations on development standards for ADUs):

(a) Size. The local agency cannot impose any standards that would have the effect of physically precluding the construction of two units on either of the resulting parcels or that would result in a unit size of less than 800 square feet.

(b) Setbacks. The local agency cannot require a setback for an existing structure or a structure constructed in the same location and to the same dimensions as an existing structure. In all other situations, the local agency may require a setback of up to 4 feet from the side and rear lot lines.

(c) Easements. The local agency may require easements for the provision of public services and facilities.

(d) Access to Right-of-Way. The local agency may require that the new parcels have access to, provide access to, or adjoin the public right-of-way.

(e) Parking. The local agency can require up to one off-street parking space per unit, except that a local agency cannot impose any parking requirements if either: (i) the parcel is located within a half mile walking distance of a high-quality transit corridor or a major transit stop (see definitions in Public Resources Code Sections 21155 and 21064.3), or (ii) there is a car share vehicle located within one block of the parcel.

3. Other Requirements and Limitations

The following additional requirements and limitations also apply

(a) Residential Uses Only. The local agency must require that only residential uses are allowed on a new parcel created by this law.

(b) No Dedications or Offsite Improvements. The local agency may not require dedications of right-of-way or the construction of off-site improvements as a condition of approving a lot split under this law.

(c) Owner Occupancy. The local agency must require an applicant for a lot split under this law to sign an affidavit stating that the applicant intends to occupy one of the housing units

as their primary residence for a minimum of three years from the date of the approval of the lot split. However, this requirement does not apply if the applicant is a community land trust or a qualified nonprofit corporation. No other owner-occupancy requirements may be imposed.

(d) No Short-Term Rentals. Local agencies must prohibit rental of any unit created under this law for a term of 30 days or less. This can be done through a covenant recorded on the property, as is commonly done with ADUs.

(e) Non-Conforming Zoning Conditions. Local Agencies cannot require the correction of non-conforming zoning conditions as a condition of approval of a parcel map under this law.

4. Grounds for Denial

Notwithstanding the requirement for ministerial approval, a local agency may deny a proposed lot split under this law if the building official makes a written finding based upon a preponderance of the evidence, that the proposed housing development project would have a specific adverse impact, as defined Government Code Section 65589.5(d)(2), upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact.

5. Charter Agencies and Coastal Act

This law applies to general law and charter agencies. This law does not supersede the Coastal Act, except that a local agency is not required to hold public hearings for coastal development permit applications for lot splits under this law.

C. Accessory Dwelling Units Under SB 9

Subject to certain requirements, local agencies are usually required to ministerially approve applications for accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) on residential lots. However, SB 9 makes a few exceptions to this rule.

(a) New Parcels Created By Lot Split Under SB 9. Local agencies are not required to permit more than two units on any parcel created by a lot split under SB 9. (See Gov. Code § 65852.21(f) & 66411.7(j).) For purposes of this law, “unit” includes ADUs and JADUs.

For example, imagine the owner of a lot created two new parcels through an SB 9 lot split, and built one single-family home on each new parcel. Under normal circumstances, the local agency would be required to approve an application for both an ADU and a JADU on each of those parcels (resulting in 3 units on each parcel). However, under SB 9, the local agency only has to approve either an ADU or a JADU, but not both (for a total of 2 units).

As a variation of this example, imagine the owner of a lot created two new parcels through an SB 9 lot split, and built 2 single-family homes on each new parcel, using the authority provided

by SB 9. In this circumstance, each parcel already has 2 units on it, so the local agency is not required to permit either an ADU or a JADU on either parcel.

(b) Parcels With Two Units, But Not Resulting from a Lot Split Under SB 9. If the owner of a parcel builds two units on the parcel using the authorization in SB 9, but does not split the lot, then standard ADU/JADU law applies to that parcel. SB 9 does not create an exception to ADU/JADU law in this circumstance. Consequently, up to 4 units (including ADUs and JADUs) could be built on such a parcel.

D. Homeowners Associations (HOAs) and CC&Rs

SB 9 does not place any limits on the ability of a homeowners association or other private parties to prohibit lot splits or prohibit more than one primary dwelling unit on each lot. Effective January 1, 2020, the state legislature prohibited provisions in CC&Rs and other deed restrictions that effectively prohibit or unreasonably restrict the construction or use of an ADU or JADU on a single-family lot. (See Gov. Code § 4751.) However, so far, no such provision has been adopted prohibiting HOAs and private parties from limiting the implementation of SB 9. In other words, if an HOA amended its CC&Rs to prohibit lots splits or to prohibit more than one primary dwelling unit per parcel, it currently appears that this requirement would be valid.

E. Initial Duration of Tentative Maps

SB 9 also makes amendments to Government Code Section 66452.6, regarding the initial duration of tentative maps. Under current law, an approved tentative map has an initial life of 24 months, except that a local agency may extend the initial life up to 12 additional months, for a total of 36 months. Under SB 9, local agencies may now allow tentative maps to have an initial life of 48 months.

F. Los Olivos Impacts

Very likely, no impacts to Los Olivos are imminent once SB 9 becomes effective on January 1, 2022. The primary reason for this is that Los Olivos, a United States Census Designated Place, likely does not qualify as an **urbanized area or urban cluster**. Data for Los Olivos from the 2020 Census shows 474 total housing units over an approximate area of 2.5 square miles. Starting in 2000, the Census updated its criteria for the classifications of urban and rural areas. In 2010, the Census made minor adjustments to the criteria and classifications. Currently, the Census has a federal rule making process underway to update the criteria and classifications again.¹

¹ See: <https://www.federalregister.gov/documents/2021/02/19/2021-03412/urban-areas-for-the-2020-census-proposed-criteria>

As of 2010, Los Olivos did not fall within an urbanized area or urban cluster, as defined by the Census.² Thus, if the new methodology adopted by the Census does not significantly alter the criteria and classifications, then Los Olivos would not be subject to SB 9.

The proposed changes for the 2020 urban areas criteria includes adopting a housing unit density threshold of 385 housing units per square mile as the primary criterion for determining whether a census block qualifies for inclusion in an urban area, replacing the use of population density. The Census rulemaking notice notes that this criterion is consistent with a 1,000 persons per square mile density used in prior counts. **Under this criterion, Los Olivos would not qualify.**

Further, the Census proposes that an area will qualify as urban if it contains at least 4,000 housing units or has a population of at least 10,000. **Under this criterion, Los Olivos would not qualify.**

Additionally, the Census proposes to reduce the maximum distances of “jumps” or “hops” between areas that might, when aggregated, constitute an urban area or cluster. Currently, the maximum distance is 2.5 miles; the Census believes that this distance has a tendency to overextend urban territories. **Under this criterion, Los Olivos likely would not be clustered with other communities.**

Thus, it appears likely that SB 9 will have little to no impact on the future development of Los Olivos over the next ten years.

II. SENATE BILL 10 – ENABLES UPZONING WHERE OTHERWISE LIMITED

**Note:* There is at least one current lawsuit challenging the constitutionality of SB 10, so the future of this bill is uncertain.

A. SB 10 Overview

SB 10, codified at Government Code Section 65913.5, allows a local agency to override any local density controls – including restrictions enacted by local initiative – in order to re-zone a parcel for up to 10 residential units per parcel, subject to certain limitations.

(a) Location of Parcels. This law is limited to parcels in “transit-rich areas” and “urban infill sites,” as defined. Furthermore, it does not apply to parcels located in a very high fire hazard severity zone, as determined by the California Department of Forestry and Fire Protection, unless the site has adopted fire hazard mitigation measures pursuant to existing state standards or state fire mitigation measures applicable to the development.

² See:

https://www.census.gov/library/visualizations/2010/geo/ua2010_uas_and_ucs_map.html

(1) *Transit-rich area.* A parcel “within on-half mile of a major transit stop, as defined in Section 21065.3 of the Public Resources Code, or a parcel on a high-quality bus corridor.”

(2) *Urban infill site.* A parcel located within the boundaries of a an urbanized area or urban cluster, as designated by the Census; **and** a site in which at least 75% of the perimeter of the site adjoins parcels that are developed with urban uses; **and** a site zoned for residential use or residential mixed-use development, **or** has a general plan designation that allows residential use or a mix of nonresidential uses, with at least 2/3 of the square footage of the development designated for residential use.

(b) Limitation for Open-Space, Parks, and Recreation Land. This law does not allow a local agency to override any local restriction enacted or approved by a local initiative that designates publicly owned land as open-space land (as defined in Government Code Section 65560(h)), or for park or recreation purposes.

(c) Additional Limitations. An ordinance adopted pursuant to this law cannot reduce the density of any parcel. Furthermore, if the density of a parcel is increased under this law, the city council cannot subsequently reduce the density of the parcel.

(d) Partial Sunset Clause. Zoning ordinances enacted under this law must be adopted before January 1, 2029, but ordinances enacted under this law may be effective beyond January 1, 2029.

B. Los Olivos Impacts

Given the requirement that parcels must be located in “transit-rich areas” and “urban infill sites,” it is very unlikely that parcels in Los Olivos would qualify for upzoning.

[END]

ITEM 7 b. ATTACHMENT

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



Memo To: President Palmer and Board Members
From: Bob Perrault, General Manager
Subject: Key Points from Workshop Meeting
Date: November 10, 2021

Outlined below are the key points discussed by the Board during the workshop meeting. In developing this list I have incorporated individual Board comments made at the meeting as well as comments submitted to me since the meeting. The identification of key points is the first step in the development of a work program for the Board's review. Staff will distribute the work program prior to the Board meeting on Wednesday night:

Key Points:

1. Retain a consultant to review effluent discharge options, engineer to the district, to evaluate, review and present outcomes and recommendations to Board.
2. Place further work on GSI Water Solutions on a proposed Injection Feasibility Study on hold until a review of effluent discharge options is complete. The hold is based on the fact that the completion of the study will cost \$200,000 and the cost for the drilling of wells range between \$200,000 to \$800,000.
3. Delay the completion of the Preliminary Design beyond the 30% design level until next year. This delay will free \$80,000 to be used to assist with the effluent option review.
4. Retain an assessment engineer to develop a financial model that will consider project costs, outside finding, and assessment share.
5. Focus efforts on an aggressive strategy to seek and peruse additional grant funding.
6. Develop a full and accurate schedule that would include prioritized critical path, budget, and date-specific timeframe.
7. Delay initiation on environmental work until the preliminary project design is complete and the preferred sit is identified.
8. Stantec to complete review of sites. The sites contained in the UPC Siting Study should serve as a base, but Stantec should not be limited to the 13 sites.

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 946-0431
losolivoscscd@gmail.com, www.losolivoscscd.com

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



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