



POSTED 10-1-2019

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

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Finance Committee Meeting, October 4, 2019, 10:00 a.m.
201 Industrial Way, Ste A, Buellton, CA 93427

FINANCE COMMITTEE MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL (Some will attend via phone)

3. APPROVAL OF MEETING MINUTES

4. DIRECTOR COMMENTS

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

5. PUBLIC COMMENTS

Members of the public may address the Committee on any items of interest within the subject matter and jurisdiction of the Committee 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. INTERIM GENERAL MANAGER REPORT

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

7. BUSINESS ITEMS

A. Review and recommend to full Board of Directors payment of invoices to the District.

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

B. Review Budget

C. Discuss Funding and Grant Options, make recommendations to Full Board

8. Next Meeting:

Friday, November 8, 2019, 10:00 a.m., MNS Engineers, 201 Industrial Way, Ste A, Buellton, CA 93427

9. 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.



JE - 0191430

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References

Audit Trail: Cash Type:

Accounting

Upload Spreadsheet (.xml): Import Doc Nbr:

Lock Unlock	Fund	Dept	GLAcct	LIAcct	Debit Amount	Credit Amount	Prog	OUnit	Proj
	1	3490	2810	7324	500.00				
	2	3490	0110			500.00			
	3	0001	0110		500.00				
	4	0001	061	2710	5739	500.00	1010		
Total:					1,000.00	1,000.00			

Number of Rows:

Backup

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Approvals

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 Signatures:
 Eloisa Madrigal | | 061-Auditor-Controller | 8/13/2019 12:33:28 PM

Created By: Eloisa Madrigal On: 8/13/2019 12:31:35 PM





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WYNDER** LLP
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ORANGE COUNTY | LOS ANGELES | RIVERSIDE | CENTRAL VALLEY

AWATTORNEYS.COM

September 5, 2019

VIA EMAIL ONLY to dpik@mnseengineers.com

Mr. Doug Pike, Interim General Manager
Los Olivos Community Services District
P.O. Box 345
Los Olivos, CA 93441

Re: **September 2019 Billing Statement (for services through 8/31/19);
Aleshire & Wynder, LLP**

Dear Doug:

Enclosed please find a billing statement for the month of August, which includes services rendered and costs incurred by Aleshire & Wynder, LLP, through August 31, 2019.

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

Sincerely,

ALESHIRE & WYNDER, LLP

Eileen Lee for
G. Ross Trindle, III

Enclosure



**ALESHIRE &
WYNDER** LLP
ATTORNEYS AT LAW

Orange County
18881 Von Karman Ave., Suite 1700
Irvine, CA 92612
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awattorneys.com

Federal Tax ID: 55-0814676

Los Olivos Community Services District
Attn: Mr. Doug Pike, Interim General Manager
2540 Alamo Pintado Avenue
Los Olivos, CA 93441

September 5, 2019
Bill No. 53050

For Legal Services Rendered Through 08/31/19

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

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
08/12/19	GRT	(PROPOSITION 218) COMPLETE LEGAL RESEARCH AND PREPARATION OF INFORMATION FOR PRESENTATION TO BOARD OF DIRECTORS ON TAXING MECHANISMS UNDER PROPOSITION 218	2.20	418.00
08/13/19	GRT	(REGULAR BOARD MEETING) INITIAL TRAVEL TIME FOR REGULAR BOARD MEETING [SPLIT WITH IVCS D]	2.00	380.00
08/14/19	CMC	(PROPOSITION 218) CONFER WITH ATTORNEY TRINDLE RE: WASTEWATER AND PROPOSITION 218; RESEARCH RE: WHETHER MAILED BALLOT PROCEDURE APPLIES	0.80	152.00
	GRT	(REGULAR BOARD MEETING) COMPLETE PREPARATION FOR AND ATTEND REGULAR BOARD MEETING	3.20	608.00
	GRT	(RESOLUTION 19-4) REVIEW AND ADVISE RE RESOLUTION AND PROJECT DESCRIPTION	0.40	76.00
08/15/19	GRT	(REGULAR BOARD MEETING) RETURN TRAVEL TIME [SPLIT WITH IVCS D]	1.80	342.00
	GRT	(REGULAR BOARD MEETING) RETURN TRAVEL TIME [SPLIT WITH LOCS D]	1.30	247.00
Total Professional Services			11.70	\$2,223.00

PROFESSIONAL SERVICES SUMMARY

Code	Name	Hours	Rate	Amount
CMC	Christine M. Carson	0.80	190.00	152.00
GRT	George "Ross" Trindle	10.90	190.00	2,071.00
Total Professional Services		11.70		\$2,223.00

CURRENT BILL TOTAL AMOUNT DUE \$2,223.00

Balance Forward: 4,709.27

Payments & Adjustments: -0.00

Total Due: \$6,932.27

Please return this page with remittance

to
Aleshire & Wynder, LLP

Bill Number: 53050
Bill Date: September 5, 2019
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0001
Matter Name: General

Total Professional Services	2,223.00
Total Disbursements	0.00
CURRENT BILL TOTAL AMOUNT DUE	<u>\$2,223.00</u>
Balance Forward:	4,709.27
Payments & Adjustments:	-0.00
Total Due:	<u>\$6,932.27</u>

Amount enclosed: _____

Thank You



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

ENGINEERING
PLANNING
SURVEYING
CONSTRUCTION MANAGEMENT

August 30, 2019
Project No: LOCSD.180392.00
Invoice No: 73353

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

Principal Jeffrey Edwards
Project Manager Douglas Pike
Project LOCSD.180392.00 General Manager Services

Professional Services for the Period: July 1, 2019 to July 31, 2019

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount
Marketing Services			
Administrative Assistant	.50	70.00	35.00
Project Management			
Project Coordinator	7.00	120.00	840.00
District Manager	20.50	200.00	4,100.00
Totals	28.00		4,975.00
Total Labor			4,975.00

Reimbursable Expenses

Santa Ynez Valley News			
7/23/2019 Santa Ynez Valley News		Los Olivos CSD Project Order 144126	39.48
Total Reimbursables		1.15 times	39.48

45.40

Level 2 Subtotal \$5,020.40

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount
General Consulting/Requested			
Assistant Engineer	3.00	125.00	375.00
Totals	3.00		375.00
Total Labor			375.00

Level 2 Subtotal \$375.00

Current Invoice Amount \$5,395.40

Outstanding Invoices

Number	Date	Balance
72975	7/5/2019	9,127.50

Project	LOCSD.180392.00	General Manager Services	Invoice	73353
	73215	8/2/2019		5,780.25
	Total			14,907.75

Billing Backup

Friday, August 30, 2019

MNS Engineers, Inc.

Invoice 73353 Dated 8/30/2019

6:37:41 PM

Project	LOCSD.180392.00	General Manager Services
Level 2	TASK01	District Management

Professional Personnel

			Hours	Rate	Amount
Marketing Services					
Administrative Assistant					
Haefele, Anna	7/3/2019		.50	70.00	35.00
Assist with Youtube Upload 6-26-2019 Los Olivos CSD Special Meeting Presentation					
Project Management					
Project Coordinator					
Zepeda, Mary	7/3/2019		2.00	120.00	240.00
Update LOCSD Website with Meeting Minutes and Update Electronic Files (Finance Committee Meetings 5/3/19; Regular Meeting 3/8/19, 5/8/19; Special Meeting 5/15/19, 5/29/19, 5/30/19); Finalize Youtube Upload of 6-26-2019 Los Olivos CSD Special Meeting Presentation and embed link onto LOCSD Website					
Zepeda, Mary	7/5/2019		.25	120.00	30.00
Update LOCSD Website with Meeting Minutes (7/10/19)					
Zepeda, Mary	7/8/2019		.25	120.00	30.00
Update LOCSD Website with Agenda Packet (Regular Meeting 7/10/19)					
Zepeda, Mary	7/9/2019		1.50	120.00	180.00
Update Binders to include Regular Meeting Agenda and Agenda Packet (7/10/19)					
Zepeda, Mary	7/19/2019		.25	120.00	30.00
LOCSD Website Update - Post Special Meeting Agenda (7/23/19 and 7/31/19)					
Zepeda, Mary	7/29/2019		.50	120.00	60.00
Update LOCSD Website with Goundwater Basin Plan					
Zepeda, Mary	7/30/2019		.25	120.00	30.00
Update LOCSD Website Goundwater Basin Plan information based on comments received by LP					
Zepeda, Mary	7/31/2019		2.00	120.00	240.00
Assist with Preparation for Special Meeting - Public Workshop #3 (7/31/19)					
District Manager					
Pike, Douglas	7/1/2019		.50	200.00	100.00
Finance Committee Meeting					
Pike, Douglas	7/3/2019		2.00	200.00	400.00
Draft Budget Resolution					
Pike, Douglas	7/5/2019		1.50	200.00	300.00
Board Meeting Agenda and Post					
Pike, Douglas	7/8/2019		2.00	200.00	400.00
Board Packet Prep					
Pike, Douglas	7/10/2019		2.50	200.00	500.00
Board Meeting Prep and Meeting					
Pike, Douglas	7/16/2019		1.00	200.00	200.00
Local Lamp Scope					

Project	LOCSD.180392.00	General Manager Services			Invoice	73353
Pike, Douglas		7/17/2019	3.00	200.00	600.00	
		Prep of Assessment roll, Project description draft				
Pike, Douglas		7/19/2019	2.00	200.00	400.00	
		Prep of Assessment roll, two special meeting agendas				
Pike, Douglas		7/26/2019	2.00	200.00	400.00	
		Invite to RWCB for presentation, Howard Kolb Letter,				
Pike, Douglas		7/29/2019	1.00	200.00	200.00	
		Meeting Notes in prep of special meeting and correspondence				
Pike, Douglas		7/31/2019	3.00	200.00	600.00	
		Public Workshop #3 Prep and attend				
		Totals	28.00		4,975.00	
		Total Labor				4,975.00
					Level 2 Subtotal	\$5,020.40

Level 2 TASK02 Engineering Tasks

Professional Personnel

			Hours	Rate	Amount	
General Consulting/Requested						
Assistant Engineer						
Madrigan, Josh		7/16/2019	1.00	125.00	125.00	
		Continued working on GIS figures for Brian				
Madrigan, Josh		7/23/2019	2.00	125.00	250.00	
		Finished GIS figures for Brian				
		Totals	3.00		375.00	
		Total Labor				375.00
					Level 2 Subtotal	\$375.00
					Project Total	\$5,395.40
					Total this Report	\$5,395.40

*** Proof of Publication ***

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA.

SANTA YNEZ VALLEY NEWS

MNS ENGINEERS
DOUG PIKE
201 N. CALLE CESAR CHAVEZ, SUITE 300
SANTA BARBARA CA 93103

ORDER NUMBER 144126

I AM THE PRINCIPAL CLERK OF THE PRINTER OF THE SANTA YNEZ VALLEY NEWS, NEWSPAPER OF GENERAL CIRCULATION, PRINTED AND PUBLISHED IN THE CITY OF SOLVANG, COUNTY OF SANTA BARBARA, AND WHICH NEWSPAPER HAS BEEN ADJUDGED A NEWSPAPER OF GENERAL CIRCULATION BY THE SUPERIOR COURT OF THE COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA, ADJUDICATION #47216.

THAT THE NOTICE OF WHICH THE ANNEXED IS A PRINTED COPY (SET IN TYPE NOT SMALLER THAN NONPAREIL), HAS BEEN PUBLISHED IN EACH REGULAR AND ENTIRE ISSUE OF SAID NEWSPAPER AND NOT IN ANY SUPPLEMENT THEREOF ON THE FOLLOWING DATES, TO-WIT:

I CERTIFY (OR DECLARE) UNDER PENALTY OF PERJURE THAT THE FOREGOING IS TRUE AND CORRECT.

The Interim General Manager of the Los Olivos Community Services District, County of Santa Barbara, State of California has prepared a Preliminary Budget for the Fiscal Year 2019-20, copies of which will be available online at <https://losolivoscscd.specialdistrict.org> for inspection by interested taxpayers. The Board of Directors has set 6:00pm, July 10, 2019 at Los Olivos Elementary School, 2540 Alamo Pintado Avenue, Room 602, Los Olivos, California, for the Board of Directors to meet for the purpose of approving a 2019-20 Final Budget. Any taxpayer may appear at the above specific time and be heard regarding the increase, decrease or omission of any item of the budget or for the inclusion of additional items.

Legal #144126
Pub date: June 20, 2019

Section: Announcements

Category: 986 Legals

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DATED AT SANTA MARIA, CA THIS 20th DAY OF June, 2019

Jeresa Ramirez
SIGNATURE