



**Los Olivos Community Services District  
Board of Directors Meeting**

**August 15, 2018, 6:00 p.m.  
Los Olivos School, Room 602  
2540 Alamo Pintado Avenue, Los Olivos, CA 93441**

## **AGENDA**

**1. CALL TO ORDER**

Meeting called to order at 6:01pm

**2. ROLL CALL**

Directors Fayram, Palmer, O'Neill, Arme and Kennedy present

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF July 19, 2018 MEETING MINUTES**

Motion to approve: Director Palmer, Second Director Arme

Ayes: 5

Noes: 0

**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.

- Director Palmer noted she joined the Los Olivos Chamber of Commerce to represent the LOCSD.

Next meeting will be September 6.

- Director Fayram raised the notion that the Public Health Department might be able to help with resources for the various studies that will be needed. Director Fayram noted the County signed the agreement with the CSD to provide financial services via the FIN system. He also noted Harry Hagen has another form/resolution for us to sign to enable the Teeter system and access funding.

**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 lim-

ited to 3 minutes and are asked to fill out a speaker slip.  
*No Public Comments.*

## 7. REPORTS

### A. Ad Hoc Subcommittee Updates

1. Retaining a General Manager - Director O'Neill  
*Comments and discussion will be covered with Business Item C*
2. Securing District Insurance - Directors Arme & Palmer

## 8. BUSINESS ITEMS

- A. Authorization to join the Special District Risk Management Authority (SDRMA) for the purpose of procuring insurance for the district and authorizing Director Arme to move forward with procuring the needed policy based on the SDRMA-provided estimate of DATE.

Motion: Director Palmer            Second: Director Arme

*Authorization to join the Special District Risk Management Authority (SDRMA) for the purpose of procuring insurance for the district and authorizing Director Arme and the new General Manager to move forward with procuring the needed policy based on the SDRMA-provided estimate of July 19, 2018.*

Ayes: 5                                  Noes: 0

- B. Resolution no. 2018-02

A resolution of the Board of Directors of Los Olivos Community Services District approving the form of and authorizing the execution of a sixth amended joint powers agreement and authorizing participation in the special district risk management authority's property/liability program.

Motion: Director Palmer            Second: Director Arme

Roll Call    Ayes: Directors Fayram, Palmer, Arme, O'Neill, Kennedy    Noes: none

- C. Approve Contract for General Manager Services for the 2018-19 fiscal year.

Motion: Director O'Neill            Second: Director Palmer

*Accept the Interim General Manager Contract with MNS Engineers and to authorize Director Fayram to execute on behalf of the District for the 2018-19 Fiscal Year.*

Ayes: 5    Noes: 0

- D. Discussion of Board Priorities with respect to Interim General Manager position.

- Director Arme provided update for coordination with the SDRMA.

- Doug Pike asked the Board give him a heads-up on any items the Board expects him to handle and to add a regular agenda item for IGM update. He reviewed MSN's procedure for accounting of hours and billable expense. Doug's email is [dpike@mnsengineers.com](mailto:dpike@mnsengineers.com).

- Director Palmer asked legal counsel to provide a monthly accounting to ensure we are managing our budget.

- Director O'Neill raised the question of process for interacting with MSN. IGM Pike recommended forming committees that can meet on short notice via phone. Future agenda items should be sent to Doug.

- Director Fayram requested IGM Pike participate in the IRWMP (Integrated Regional Water Management Plan) and to provide a monthly accounting for the GM services.

- Director Fayram requested the IGM begin the process for an extension from LAFCO for the Prop 218 election and develop a high-level work plan, with cost projections, over the next 2 years needed to arrive at a solution. Director Palmer asked for a top priorities list and sources for funding; what is critical path and milestones for the next 6 months. Director O'Neill suggested we have the IGM focus on immediately on what we have, what we know. IGM Pike summarized the need for the District is to develop a work plan that includes time frames, budgets, and processes. Protect ground water; get online in a cost-effective and efficient way to handle wastewater treatment. IGM Pike noted they have a resource that specifically handles grant writing for wastewater funding.
- Director Palmer requested creating a top-level plan that can be published on the website to show progress, focus, and general plan for public consumption.
- Director O'Neill asked Legal Counsel to review contract vs. regular employee parameters for the Board's benefit. IGM Pike added he would assist with the Board's general manager needs in 6 months' time.

E. Set Next Board Meeting and Board Workshop Dates

Next board meeting will be September 12, 2018 at 6pm, at the Los Olivos Elementary School, Room 602.

Special Meeting to approve Teeter Agreement for August 24, 2018.

9. CALL FOR FUTURE AGENDA ITEMS

- Add agenda item for Legal Counsel and IGM reports.
- Workshop for Public Comment

10. ADJOURNMENT

Meeting Adjourned at 7:15pm

Motion: Director Palmer      Second: Director Arme

Ayes: 5      Noes: 0

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