

Tom Fayram, President  
Brad Ross, Vice-President  
Mike Arme, Director  
Lisa Palmer, Director



**LOS OLIVOS COMMUNITY SERVICES DISTRICT  
REGULAR MEETING**

**Posted: 8-5-2022**

**August 10, 2022, 6:00 PM**

**St Mark's in the Valley Episcopal Church, Stacy Hall  
2901 Nojoqui Ave, Los Olivos CA 93441**

**Please observe decorum and instructions from the President**

This meeting will be held both in-person and electronically via Zoom meetings. In-person the meeting will be held at the following location: St Mark's in the Valley Episcopal Church, Stacy Hall - 2901 Nojoqui Ave, Los Olivos CA 93441

The public will also be able to hear and participate electronically via Zoom by using the following links:

On Zoom:

<https://us06web.zoom.us/j/89407884419?pwd=QmVVCVUMwK2xqSWpoY2pteTJDY0xqUT09>

By Phone:

+1 669 900 6833 US (San Jose) Meeting ID: 894 0788 4419 Passcode: 208251

One tap mobile: +16699006833,,89407884419#,,,,\*208251# US (San Jose)

## **MEETING AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. 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 (Gov. 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.

**5. COMMENTS**

The Directors, General Manager, and District Engineer will provide comments and report on activities related to District business. Comments are informational only, no action will be taken, and public comment not received.

**A. DIRECTORS COMMENTS**

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

**B. GENERAL MANAGER AND DISTRICT ENGINEER COMMENTS**

The GM and DE will give reports on any meetings that they attended on behalf of the District, comment on various District-related activities and/or provide status on projects. The GM may also review Budget Reports (see packet).

**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, in which event the matter may be removed from the Administrative Agenda and considered as a separate item.

**A. APPROVAL OF MEETING MINUTES**

Regular Meeting Minutes of July 13, 2022.  
Workshop Minutes of July 13, 2022.

**B. REVIEW AND APPROVE PAYMENT OF INVOICES RECEIVED BY JULY 31, 2022.**

No.	Invoice Date	Invoice #	Provider	Amount
1.	July 9, 2022	80829	MNS Engineers, Inc. – District Services	\$1,698.75
2.	July 1, 2022	69029	Aleshire & Wynder – Legal Services June	\$1,420.00
3.	July 1, 2022	69030	Aleshire & Wynder – Reimbursable June	\$495.00
4.	July 7, 2022	00876.003-1	GSI – Data Review	\$2,156.25
5.	July 19, 2022	00876.001-16	GSI – Monitoring Well and PM	\$672.60
6.	June 10, 2022	1932022	Stantec – 30% Design / Loading Study	\$28,501.25
7.	July 30, 2022	220730	Savage – GM Services	\$4,725.00

**7. BUSINESS ITEMS**

**A. APPOINTMENT OF BOARD MEMBER**

Consideration of application(s) for appointment to Director of the Los Olivos Community Services District, and appointment as appropriate. The appointment would fill the remainder of the term of the position vacated by Brian O’Neill effective July 2, 2022. Any appointed Director will be sworn in and seated immediately. The appointed position is up for election in November 2022.

**B. 30% DESIGN DOCUMENTS**

The Board will receive and file the 30% Design Documents delivered on June 29, 2020 by Stantec Consulting Services, Inc. (“Stantec”). Stantec, the General Manager, and District Engineer, will provide an overview presentation of the 30% design documents which provide technical design and associated costs for a gravity-fed collection system and membrane bioreactor (MBR) wastewater treatment facility.

**C. AUDIT CONTRACTS**

Consideration and approval of contract(s) with Moss, Levy & Hartzheim LLP, Certified Public Accountants, in an amount not to exceed \$7,775. The District has not had an audit of its financial books since its formation in 2018. The recommendation by the Finance Committee is to authorize, and direct the President and General Manager to sign, audit contracts for FY 2018-19, 2019-20, and 2020-21. The audit contracts were not budgeted for in FY 2022-23.

**8. 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 805.500.4098 or email to losolivoscsd@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.