

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



POSTED 3-8-2019

LOS OLIVOS COMMUNITY SERVICES DISTRICT  
Board of Directors Meeting, March 13, 2019, 6:00 p.m.  
Los Olivos School, Room 602  
2540 Alamo Pintado Avenue, Los Olivos, CA 93441

### REGULAR MEETING MINUTES

#### 1. CALL TO ORDER

Meeting called to order at 6:02pm

#### 2. ROLL CALL

Directors Fayram, Palmer, Kennedy and O'Neill were present. Director Arme was absent. Also present were IGM Doug Pike and Legal Counsel Ross Trindle.

#### 3. PLEDGE OF ALLEGIANCE

#### 4. APPROVAL OF MEETING MINUTES

Action: Approve 1-9-2019 Meeting Minutes with corrections as shown in printed packet.

Motion: . Director Palmer Second: Director Kennedy

Vote: Motion passed 4-0 with Director Arme abstaining due to absence at 2-13-2019 meeting.

#### 5. DIRECTOR COMMENTS

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

#### 6. PUBLIC COMMENTS

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

Speakers are limited to 3 minutes. Due to the requirements of the Ralph M. Brown Act, the District cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

Resident Matt Loudin asked the Board to consider implementing a policy to limit or restrict Homestay Permits within the District. Mr. Loudin's concerns are the excess wastewater generated from residences with a Homestay Permit could easily accelerate the likelihood of failure and the homes directly adjacent to such septic systems would also be compromised and potentially fail especially for the older homes and older septic systems in the community.

Legal Counsel Ross Trindle noted the Board has the ability to adopt such a policy based on the authority granted per sanitation governance law.

Director Fayram recommended the Board include this as an agenda item for the March meeting and suggested IGM Pike contact EHS regarding any potential issues.

#### 7. INTERIM GENERAL MANAGER REPORT

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

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IGM Pike reported on the following:

- Efforts on 3-Month Plan continuing at a reasonable fast pace
- Finance Committee – Legal Counsel confirmed the IGM is a voting member of the committee, which will enable the Finance Committee to continue its work in case of absence by one of the Directors.
- District Audit – County Auditor-Controller’s office confirmed our audit would be postponed until next year. IGM Pike will bring a short list of candidates to the Board for consideration.
- LAFCO – need to provide an update at the May 2, 2019 meeting. IGM Pike will prepare a report, with documentation, demonstrating the CSD is moving along at a fairly aggressive pace.
  - o Director Fayram will attend with IGM Pike to present the report and answer questions.
- Correspondence – the California Funding Fair announced dates for 2019. IGM Pike noted as we begin to hone the project plan, we might need an ad hoc committee to handle grant research, preparation and submission to assist with financing efforts.
- Ethics Training – reminder to complete the online training and recommended all Board members complete the sexual harassment training regardless of the fact the District has no employees at this time. Director Palmer asked for clarification of the requirement is a board member receives a stipend.

## 8. BUSINESS ITEMS

### A. 3-Month Work Plan –

- a. Discuss and approve, or modify and approve a 3-Month Work Plan Schedule with the goal to define the Initial Phase of “The Project”. The purpose will be to optimize progress in planning and implementing Permit Agency Coordination, Public Workshops, development of preliminary estimates, needed work products and study exhibits. Direct the ad hoc Technical Committee and IGM to define the goals and work items for each scheduled Regular and Special Meeting for the next three months.
- b. Special Board of Directors Meetings – Schedule Special Meetings to facilitate the Board’s progress in implementing the 3-Month Plan. The IGM recommends at least one extra Special Board Meeting per month.

**Action:** No Action

**Discussion:** Board members agreed with IGM Pike about the need to meet more frequently and suggested we start by meeting two nights in April. Other discussion items:

- Need a project description, outlined in Task 1 Concept Decision Process, in order to have more productive meetings with various stakeholders (EHS, RWQCB, LAFCO, etc.).
- Director Fayram expressed concern the environmental assessments needed to accomplish the goals and objectives may be too challenging based on the aggressive timeline. He also noted cost and effectiveness should be the primary priority enabling us to mitigate issues from there. He also noted we need to be mindful of developing a solution, and cost to support, which the community can support.
- Director Palmer echoed Director Fayram’s concerns and an approach that gets the District to 80-90% of the goals and objectives might be more prudent if we are to maintain the aggressive timeline.
- Director O’Neill clarified there will be a project description for funding purposes and one for the final remedy. The projection description for funding would also identify the additional reports needed.
- Direction from Board was to rework the Project Description to one that can be used to begin the effort to secure funding/financing, check with the RWQCB to fast track a moratorium on the requirement for a LAMP-compliant replacement for residents who experience a septic failure or repair while the solution is being crafted.
- IGM Pike suggested the Technical Working Committee meet on April 11 in addition to currently scheduled April 10 meeting to continue work.

### B. Finance Committee Business Summary and Action. Act on Finance Subcommittee recommendation to pay the following Invoices:

1-15-19 Aleshire & Wynder LLP (Services through 12-31-2018) - \$2,974.27

3-6-19 Aleshire & Wynder LLP (Services through 2-28-2019) - \$2,869.50

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2-5-2019 MNS Invoice (IGM December 2018 Services) - \$2,970.00

**Action:** Approve payment of invoices submitted by the Finance Committee.

**Motion:** . Director Palmer **Second:** Director Kennedy

**Vote:** Motion passed 5-0

**9. Next Regular Meeting:**

Wednesday, April 10, 2019, 6:00 p.m.

Los Olivos School, Room 602

2540 Alamo Pintado Avenue, Los Olivos, CA 93441

Additional Meeting Added for Thursday, April 11, 2019 at 7:30pm, at same location.

**10. ADJOURNMENT**

**Action:** Adjourn at 7:49pm

**Motion:** . Director Kennedy **Second:** Director Arme

**Vote:** Motion passed 4-0

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APPROVED



Tom Fayram, President

ATTEST



Julie Kennedy, Secretary