

Julie Kennedy, President
Lisa Palmer, Vice President
Tom Fayram, Director
Greg Parks, Director
Nina Stormo, Director



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

Posted: 11-8-2024

November 13, 2024, 6PM (Pacific)

Los Olivos Grange Hall

2374 Alamo Pintado 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 address above. The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/86135156557?pwd=4sl90bmVH88b51RlbLhlyUaGD52Cff.1>

By Phone:

Meeting ID: 861 3515 6557 Passcode: 157483

One tap mobile: +16699006833,,86135156557#,,,,*157483# US (San Jose)

The Los Olivos Community Services District (LOCS D) is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act (ADA), 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. Agendas and meeting packets are generally available to the public at the Los Olivos Post Office - 2880 Grand Avenue. 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.

MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Members of the public may address the Board of Directors on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to a maximum of 3 minutes. Due to the requirements of the Ralph M. Brown Act, the Board of Directors 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.

INFORMATIONAL ITEM:

Per public request, a brief report from the General Manager that conveys District status and updates is being added at the beginning of the agenda. This status report may touch on key items in the project plan or schedule. The General Manager will leave other detailed reporting, including budgetary reporting until the end of the meeting. This item is informational only, no action will be taken, and no public comment will be received.

5. GENERAL MANAGER'S BRIEF DISTRICT STATUS REPORT

ADMINISTRATIVE ACTION ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Board. Matters listed on the Consent Agenda will be read only at the request of a member of the Board, in which

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098

losolivoscsd@gmail.com, www.losolivoscsd.com

event the matter may be removed from the Consent Agenda and considered as a separate item. The public may comment on any of the items prior to the vote being taken by the Board.

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of October 9, 2024.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE NOVEMBER 4, 2024.

The invoices below have been reviewed by the Finance Subcommittee and are recommended for approval.

No.	Invoice Date	Invoice #	Provider	Amount
1	9/30/24	10070	WSC – City of Solvang Connection Engineering	\$ 6,149.50
2	10/8/2024	90356	A&W – Legal Services	\$ 2,029.20
3	10/10/2024	FB57281	Carollo – City of Solvang WWTP Engineering	\$ 5,197.50
4	10/18/2024	87780	MNS – Engineering and Support Services	\$ 842.50
5	11/4/2024	202410	Savage – General Manager Services	\$ 6,437.00

Project	Vendor	To Date (inc. above)	Total Authorization
City of Solvang Connection	WSC – Treatment Infrastructure (pumps, pipes)	\$ 14,559.25	\$ 18,787.00
City of Solvang Connection	Carollo – Treatment Plant Impacts	\$ 5,197.50	\$ 40,240.00
FY 2023-24 Audit	Moss, Levy, Hartzheim	\$0.00	\$ 3,500.00

BUSINESS ITEMS:

7. CONSIDERATION OF REPORTS FROM WSC AND CAROLLO RELATED TO THE POTENTIAL CONNECTION FROM THE LOCS D TO THE CITY OF SOLVANG’S WASTEWATER TREATMENT INFRASTRUCTURE, INCLUDING INITIAL COST COMPARISONS TO “LOCAL” TREATMENT OF WASTEWATER

On May 15, 2024, the District contracted with WSC and Carollo for specific engineering and cost estimating efforts related to a potential connection to the City of Solvang’s wastewater treatment infrastructure. WSC was contracted to examine the wastewater conveyance lines and related infrastructure from Sunny Field Park to the City’s treatment plant, while Carollo examined the impact on the treatment plant itself. The contractors’ efforts included determining viability, potential changes required, and, where appropriate, providing probable estimates of costs related to their contracted areas. Both efforts would need to be completed to determine whether or not a potential connection to the City of Solvang is possible and to provide initial cost estimates. Another engineering effort, which is on the agenda for 11/13/2024 (this meeting), examines the infrastructure required from the District to Sunny Field Park. At the same time, the District updated cost estimates related to processing wastewater within the District. See the attached reports for more details.

General Manager’s recommendation: Receive and File.

8. CONSIDERATION OF A CONTRACT WITH STANTEC, INC. IN THE AMOUNT OF \$56,250 (FIFTY-SIX THOUSAND, TWO HUNDRED FIFTY DOLLARS) TO PROVIDE A 30% ENGINEERING DESIGN AND COST ESTIMATE RELATED TO A WASTEWATER TRANSMISSION PIPELINE (FORCE MAIN) BETWEEN THE LOCS D AND THE CITY OF SOLVANG

The Board of Directors will consider a contract with Stantec Inc. for the creation of 30% engineering and design, plus cost estimating for connecting the District to the City of Solvang’s infrastructure near Sunny Field Park. For the purposes of the Stantec proposal, they were instructed to design and estimate a “force main” that would move wastewater from the District to Sunny Field Park. The engineering design should include pump stations, piping, manholes, and an equalization tank. Flows and loads from the District were to be consistent with the Basis of Design document Stantec created during their 30% engineering design effort in 2022.

General Manager’s recommendation: Approve and direct the President and/or General Manager to sign.

9. DISCUSSION OF 2024 GENERAL ELECTION RELATED TO THE APPOINTMENT OF TWO BOARD OF DIRECTORS MEMBERS FOR THE LOS OLIVOS COMMUNITY SERVICES DISTRICT

The Board of Directors will discuss the recent appointment of two Directors which will be effective January 1, 2025.

The LOCS D Board of Directors will have two vacancies effective January 1, 2025. The District previously filed a “consolidated election request” with the County of Santa Barbara. Subsequently, two individuals filed the necessary paperwork to be candidates for the two vacancies. Consistent with elections law, the County of Santa Barbara chose

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098

losolivoscsd@gmail.com, www.losolivoscsd.com

to have the Board of Supervisors appoint the two candidates into the positions as opposed to using the ballot process. On November 5, 2024, the County Board of Supervisor took the requisite actions to appoint Tom Nelson and Tom Fayram as LOCSD Directors effective January 1, 2025. Both individuals will serve a four-year term. For more details, you can view the County of Santa Barbara Board of Supervisors item at:

<https://santabarbara.legistar.com/LegislationDetail.aspx?ID=7004576&GUID=F9FF51D5-CE91-486E-8642-424684C96D27>

General Manager's recommendation: Informational, no action required.

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and no public comment will be received.

10. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair)

Grants Subcommittee (President Kennedy Chair)

Project Management Subcommittee (Vice President Palmer Chair)

Technical Subcommittee (Director Fayram Chair)

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, report on various District-related activities and/or provide status on projects. The GM may also review Budget Reports. See the packet for more details.

Notable upcoming meeting items:

December – General Manager's State of the District

January/February – Stantec 30% design

February/March – Potential Connection to the City of Solvang Workshop

11. 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. Directors may also request future agenda topics at this time.

12. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL;; GOVERNMENT CODE SECTION 54956.9: POTENTIAL LITIGATION: ONE CASE

During the Closed Session with Legal Counsel, the meeting room will be cleared and the Zoom stopped or paused. Following Closed Session, the President or Legal Counsel will provide a brief report on any actions taken during Closed Session.

General Manager's recommendation: None.

13. ADJOURNMENT