

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



POSTED 1-8-2021

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Regular Board Meeting, January 13, 2021, 6:00 p.m.

The Meeting will be held electronically via RingCentral Meetings. The public will be able to hear and participate.

1. Join from PC, Mac, or Android: <https://meetings.ringcentral.com/j/1480371091>
2. Via telephone: +1(623)404-9000 **Meeting ID: 148 037 1091**
3. If you choose to access through your browser, visit <https://meetings.ringcentral.com/join>, enter **Meeting ID: 148 037 1091**, Join Meeting

REGULAR MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MEETING MINUTES

- a. Minutes of 12-9-2020 Regular 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.

7. INTERIM GENERAL MANAGER REPORT

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

8. BUSINESS ITEMS

A. Consent Calendar:

1. Approve Payment of the following Invoices as reviewed and recommended for approval by the Finance Committee:
2. 12-18-2020 MNS Invoice 76901 (Nov. Services) \$6,903.75
3. 1-6-2021 Aleshire & Wynder Invoice 60096 (December services) \$1292.00
4. 12-14-2020 Stantec Invoice 1735684 (Services through 11-06-2020) \$6,649.00 (Need to submit to County)

B. District Board Member Appointment Update

C. Residential OWTS Requirements & Guidelines

1. Review Draft Document (Attached; Paul Jenzen will be present for discussion)
2. Process and timeline for Board review and public workshop and approval by SBCEHS & RWQCB

D. Comment Letter to Central Management Area (CMA) Groundwater Sustainability Agency (GSA) - Public Comment Thru 1/20/21

1. Review DRAFT Eastern Management Area Hydrogeologic Conceptual Model (HCM) comment letter.
2. Letter goal: to go on record formally asking that the District be included in the monitoring network, specifically for the GSA to provide sampling wells in support of monitoring and resolving our Special Problem Area designation

E. WWTP Siting Options

1. Siting – Update on Siting Feasibility Study (One Mile criteria) Two consultants responded. Consider approval of selection recommendation and award of Contract. Authorize IGM & District Counsel to finalize and obtain contract Signatures.
2. Status of ID1 request to consider sharing Well 5 Site.(request letter attached)

F. Groundwater Monitoring Plan Update & Timeline -GSI

1. GSI Task Order No. 1 completion schedule.

G. Funding and Grant Report and Milestones

1. Planning Grant Application Submitted, copy and submittal confirmation attached.
2. Projected Budget for monitoring, managing grant application. See attached Letter from MNS Grant Writer. Consider action to approve supplemental funding.

H. Environmental Consultant Selection – Timeline and Completion Date

1. Two Proposals received, recommendation for selection.
2. Award of Contract. Authorize IGM & District Counsel to finalize and obtain contract Signatures.

I. Load Study/Preliminary Design Update (Stantec)

J. Call for Agenda Items

8. Next Regular Meeting:

Wednesday, February 10, 2021, 6:00 p.m.

Via RingCentral Meeting Link to be posted in the agenda (at the Post Office Bulletin Board & CSD Website www.losolivoscsd.com)

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 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.

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



POSTED 12-4-2020

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Regular Board Meeting, December 9, 2020, 6:00 p.m.

The Meeting was held electronically via RingCentral Meetings. The public was able to hear and participate.:
<https://meetings.ringcentral.com/j/1497108123> Meeting ID: 149 710 8123

REGULAR MEETING Minutes

1. CALL TO ORDER 6:05 PM
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MEETING MINUTES
 - a. Minutes of 11-18-2020 Regular Meeting Approved. Motion to approve: Director Fayram, 2nd by Director Arme. Approved 4-0.
5. DIRECTOR COMMENTS
 - Director Fayram reported on his meeting with the new Environmental Health Director Lars Seifert
 - Director Palmer indicated she will meet with Supervisor Hartmann before the end of the year
6. PUBLIC COMMENTS - None
7. INTERIM GENERAL MANAGER REPORT – Disussed Director Appointment process and hope for appointment in January 2021
8. BUSINESS ITEMS
 - A. Consent Calendar:
 1. Approved Payment of the following Invoices as reviewed and recommended for approval by the Finance Committee:
 - a. 11-23-2020 MNS Invoice 76753 (Oct. Services) \$7,623.75
 - b. 12-1-2020 Aleshire & Wynder Invoice 59839 (Services through 11-19-2020) \$1292.00
 2. Motion to approve: Director Fayram, 2nd by Director Arme. Approved 4-0.
 - B. District Election and Appointment Status Update
 1. Swearing-in and Seating of Director Fayram Completed.
 2. Appointment process for vacant position reviewed and expected in January.
 - C. WWTP Siting Options
 - a. Siting – Received update on Siting Feasibility Study (One Mile criteria) RFP. Additional solicitations to be obtained before next meeting for award on January 13th.
 - b. Letter to ID1 requesting consideration of sharing Well 5 Site will be sent before January 2021.
 - D. Groundwater Monitoring Plan Update & Timeline -GSI
 1. GSI Task Order No. 1 proposal considered. Contract with GSI Approved. Motion to approve: Director Fayram, 2nd by Director O'Neill. Approved 4-0.
 - E. Funding and Grant Report and Milestones

1. A full Report and Presentation of the SRF Grant Application (Phase 1 Planning) was given by Greg Jaquez, PE (MNS). Application to be submitted before the end of the year with confirmation to the Board
2. Bureau of Reclamation Grant being “watched” for emergence as a viable option. GSA Update in January.

F. Residential Requirements-Local LAMP Document

1. Report on Paul Jenzen Meeting and Update of progress and estimate to complete. Draft should be expected by 1-4-2021 (suggestion by Brad Ross) in order to have full Board discussion on 13th. Paul Jenzen will be available at January 13th meeting to discuss.
2. Process and timeline for review and approval by SBCEHS & RWQCB: goal for agency review in January, with acceptance in February.
3. Director Fayram indicated this is the “most critical task”.
4. Director O’neill indicated that a key goal is removal of the Special Problem Area (SPA) designation.

G. Environmental Consultant Selection – Timeline and Completion Date

1. No Change: RFQ Sent out 11-24-2020 Due 12-21-2020.

H. Year End Update to Residents – Review Draft Letter will be sent out before Christmas.

8. Next Regular Meeting: Wednesday, January 13, 2020, 6:00 p.m.

9. ADJOURNMENT : 7:35 Motion to approve: Director Fayram, 2nd by Director O’Neill. Approved 4-0.

APPROVED

_____ Lisa Palmer, President

ATTEST

_____ Doug Pike, IGM/Secretary

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



1-13-2021 IGM Notes

Informational Items

1. Year Update Letter Sent (Copy Attached).
2. ID1 Letter sent requesting consideration of shared use of Well 5 Site. Attached.
3. Joan Hartmann and Staff Meeting. Highlights and Action Items
4. Action Item List Update. See Attached.
5. GSA Update
6. Financial/Budget Overview (See attached Budget Report, Consultant Expense Summary, Cash Flow Chart)
7. Matteis Update:
 - a. Copy of May 22, 2017 County P&D Signed action letter with departmental condition letters attached FYI.
 - b. Water Main Relocation still in work

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Los Olivos Community Services District
Po Box 345, Los Olivos Ca 93441
Telephone (805) 500-4098
www.losolivoscsd.com

December 14, 2020

Re: Wastewater Reclamation Project Update

Dear Los Olivos Residents,

Your CSD Board continues to work on your behalf to develop a cost-effective wastewater management solution for our community. Our focus remains developing Resident Guidelines for Onsite Wastewater Treatment Systems as well as permitting a Phase 1 Collection and Treatment System for the downtown core and securing grants to help pay for all phases of this work.

Here's a brief overview of the second half of 2020 and a look forward to 2021:

Resident Guidelines for Onsite Wastewater Treatment Systems for Los Olivos

Giving district residents certainty and understanding of their system maintenance options and requirements is the goal of having Onsite Wastewater Treatment Systems Residential Guidelines.

- In November we had an introductory meeting with Lars Siefert, new director of Santa Barbara County Environmental Health Services, to brief him on our district's challenges and discuss how we can work together to give residents clear guidance on system maintenance and replacement requirements while ensuring groundwater protection.
- A consultant with experience in the County's wastewater management plans is creating draft guidelines for review by the Board in January. These guidelines will also need approval from County Environmental Health Services.

We plan to hold a community workshop in January or February to discuss the proposed Resident Guidelines for Onsite Wastewater Treatment Systems and hear feedback from residents and property owners. The date will be posted on the [District website](#), at the Post Office and will be sent to everyone on our e-mail list. **Sign up** for email updates at losolivoscsd@gmail.com [**PRINT VERSION**] / email updates [here](#).

Phase 1 Wastewater Collection and Treatment System

We continue to work on projects funded by County Environmental Health Services. All three of these initiatives will be back before the Board for consideration in Q1 2021.

- Preliminary design services, including a Wastewater Load Study, estimating anticipated volumes and wastewater strength.
- Development of a Groundwater Monitoring Plan and Preliminary Soils/Geotechnical Report.
- Preliminary environmental services to determine potential impacts and mitigations required.

We continued coordination with the County, the Regional Water Quality Control Board, and community partners including the Santa Ynez River Water Conservation District – ID1.

Phase 1 System Siting Progress

We continue to seek alternative potential sites for the Phase 1 wastewater treatment and reclamation plant in or adjacent to the downtown core. It is imperative we identify multiple potential sites to study simultaneously and to ensure any final site is both environmentally and economically feasible. Sites that are ideal potential candidates are:

- In or adjacent to the CSD boundary (see https://www.losolivoscscsd.com/files/dfe584452/Official+Los_Olivos_CSD+Map.pdf)
- Approximately 0.5-1 acre in size (District can facilitate lot split or subdivision)
- Located down gradient of the Commercial Zone (preferred but not required)

If you or anyone you know has a parcel that may meet these criteria and might be interested in talking with us about potential use, please call or email me.

The County is in the process of authorizing an easement to use an excess road right-of-way parcel adjacent to Mattei's Tavern and St. Marks in the Valley as a potential site. The easement would only be granted when and if a project is approved for that site. Thank you to Supervisor Hartmann for her role in facilitating this process.

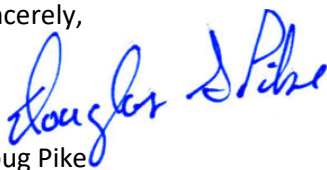
Grant & Funding Source Update

We are submitting a grant funding application to the State Water Board by December 31, 2020. A successful application will make us eligible for up to \$5 million in grant money plus eligibility for a balance of the funding needed in the form of a low interest loan.

Our team continues to research and identify additional grant opportunities that may be a good fit for our district to reduce the overall costs to district property owner for studies, design and construction costs.

If you have any questions or suggestions, please contact me at (805) 331-3553 or Dpike@mnsengineers.com. Best wishes for a safe, healthy and happy holiday.

Sincerely,



Doug Pike
Interim General Manager

cc:

State Assembly Member Steve Bennett, District 37

State Senator S. Monique Limon, District 19

Supervisor Joan Hartmann, Santa Barbara County Supervisors Third District

Michael Prater, Local Agency Formation Commission Executive Director

James Bishop, Central Coast Regional Water Quality Control Board

Lisa Palmer, President
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Brian O'Neill, Director



December 18, 2020

Paeter E. Garcia
General Manager
Santa Ynez River Water Conservation District, ID No.1
P.O. Box 157
Santa Ynez, CA 93460

SUBJECT: Potential Groudwater Quality Improvement Collaboration between ID1 and Los Olivos Community Services District

Dear Paeter and Members of the Board:

As you are aware, our District's sole mission and mandate is to improve groundwater quality by building and operating facilities to collect, treat and reclaim wastewater in Los Olivos, designated a "special problem area" since the 1970's. We are currently pursuing and studying siting options for our main facility which will consist of a package wastewater treatment and reclamation facility, metering tanks and perolation/injection well site. All of this can be sited on .5-1 acres.

At your November 17 Board meeting we discussed our mutual interest in the cost-effective improvement of groundwater quality and working together to ensure groundwater quality is improved in the Los Olivos area for the benefit of the entire community and our mutual constituents. We are very grateful for your general support and desire to see us succeed and work together where practical and mutually beneficial.

In this spirit we respectfully ask the SYRWCD-ID1 Board to consider the potential shared use of your Well 5 site located on the southeast corner of Alamo Pintado Road and Santa Barbara Street in Los Olivos. We understand there may be plans to add treatment and reactivate this well sometime in the future. There are a number of scenarios wherein joint use of the site for your existing Well 5 and potential LOCS D facilities could directly improve the shallow aquifer water quality through the reinjection of reclaimed water treated to Title 22 standards. This would in turn benefit the deep aquifer from which ID1 draws it's water for residents to drink.

If you are open to considering this possibility, we would greatly appreciate the opportunity to meet and further discuss how a collaborative use might work to the benefit of both districts and our shared constituents.

Thank you for your continued support of the Los Olivos CSD and our efforts to improve groundwater quality by implementing a cost-effective and environntally sustainable wastewater reclamation solution. Additionally, if there is anything our District can do to assist ID1 in achieving its goals please let us know. If you have any questions, please contact me at (805) 680-2336 or lisa@palmerconsulting.com or Douglas Pike, Interim General Manager, at (805) 331-3553 or dpik@mnsengineers.com.

Sincerely,
Los Olivos CSD



Lisa Palmer

Board of Directors, President

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 946-0431
losolivoscscd@gmail.com, www.losolivoscscd.com

Consultant Contract Cost Summary

STATUS DATE

1/11/2021

	Project	Consultant	SCHEDULE		Contract Value	FY 2019-20	FY 2020-21			FY 2020-21	TOTAL
			START	FINISH		TOTAL FY 2019-20	Sep-20	Oct-20	Nov-20	TOTAL FY 2020-21	CONTRACT TO-DATE
1	Residential OWTS Requirements & Guidelines	Paul Jenzen			\$19,200.00	\$1,960.00				\$0.00	\$1,960.00
	MNS Project Management		1/31/2020	1/30/2021		\$905.00	\$300.00		\$200.00	\$500.00	\$1,405.00
	A&W Contract Review/Support					\$0.00				\$0.00	\$0.00
2a	Grant Writing	Wallace Group			\$5,000.00	\$3,490.00				\$0.00	\$3,490.00
	MNS Project Management		CLOSED	CLOSED		\$350.00				\$200.00	\$550.00
	A&W Contract Review/Support					\$0.00				\$0.00	\$0.00
2b	Grant Writing Phase 1	MNS Grant Wri			\$5,000.00	\$0.00	\$2,358.75	\$1,530.00	\$337.50	\$4,462.50	\$4,462.50
	MNS Project Management		10/1/2020	12/31/2020*		\$0.00				\$0.00	\$0.00
	A&W Contract Review/Support					\$0.00				\$0.00	\$0.00
3	Assessment Engineer's Report	Water Consulta			\$15,280.00	\$9,860.00				\$0.00	\$9,860.00
	MNS Project Management		12/30/2019			\$855.00				\$0.00	\$855.00
	A&W Contract Review/Support					\$0.00				\$0.00	\$0.00
4	Preliminary Design Services	Stantec			\$20,000.00	\$0.00		\$1,760.00	\$6,640.00	\$8,400.00	\$8,400.00
	MNS Project Management		8/20/2020	1/15.2021		\$1,105.00	\$200.00	\$600.00	\$300.00	\$1,700.00	\$2,805.00
	A&W Contract Review/Support					\$0.00				\$0.00	\$0.00
5	Preliminary Hydrogeologic/ Geotechnical Services	GSI			\$85,000.00	\$0.00				\$0.00	\$0.00
	MNS Project Management		12/8/2020	12 Weeks		\$1,000.00	\$1,100.00	\$300.00	\$300.00	\$2,000.00	\$3,000.00
	A&W Contract Review/Support					\$0.00				\$38.00	\$38.00
6	Preliminary Environmental Services	TBD			\$45,000.00	\$0.00				\$0.00	\$0.00
	MNS Project Management		1/13/2020	10 Weeks		\$0.00			\$200.00	\$200.00	\$200.00
	A&W Contract Review/Support					\$0.00				\$0.00	\$0.00
7	Site ID	County of SB			\$5,000.00	\$0.00				\$0.00	\$0.00
	MNS Project Management/Engrg.					\$5,725.00	\$337.50	\$385.00	\$200.00	\$2,663.75	\$8,388.75
	MNS Survey		7/30/2020	1/30/2021	\$2,240.00	\$0.00				\$2,235.00	\$2,235.00
	A&W Contract Review/Support					\$0.00				\$0.00	\$0.00
TOTAL Contract Costs					\$201,720.00	\$25,250.00				\$22,399.25	\$47,649.25
8	MNS IGM Dist. Mgmt.						\$3,040.00	\$4,808.78	\$5,366.25		
TOTAL IGM Dist Mgmt. Costs					\$201,720.00	\$31,230.55				\$24,578.78	

Report : Financial Status (Real-Time)

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Last Updated: 1/5/2021 5:05 AM

Accounting Period: OPEN

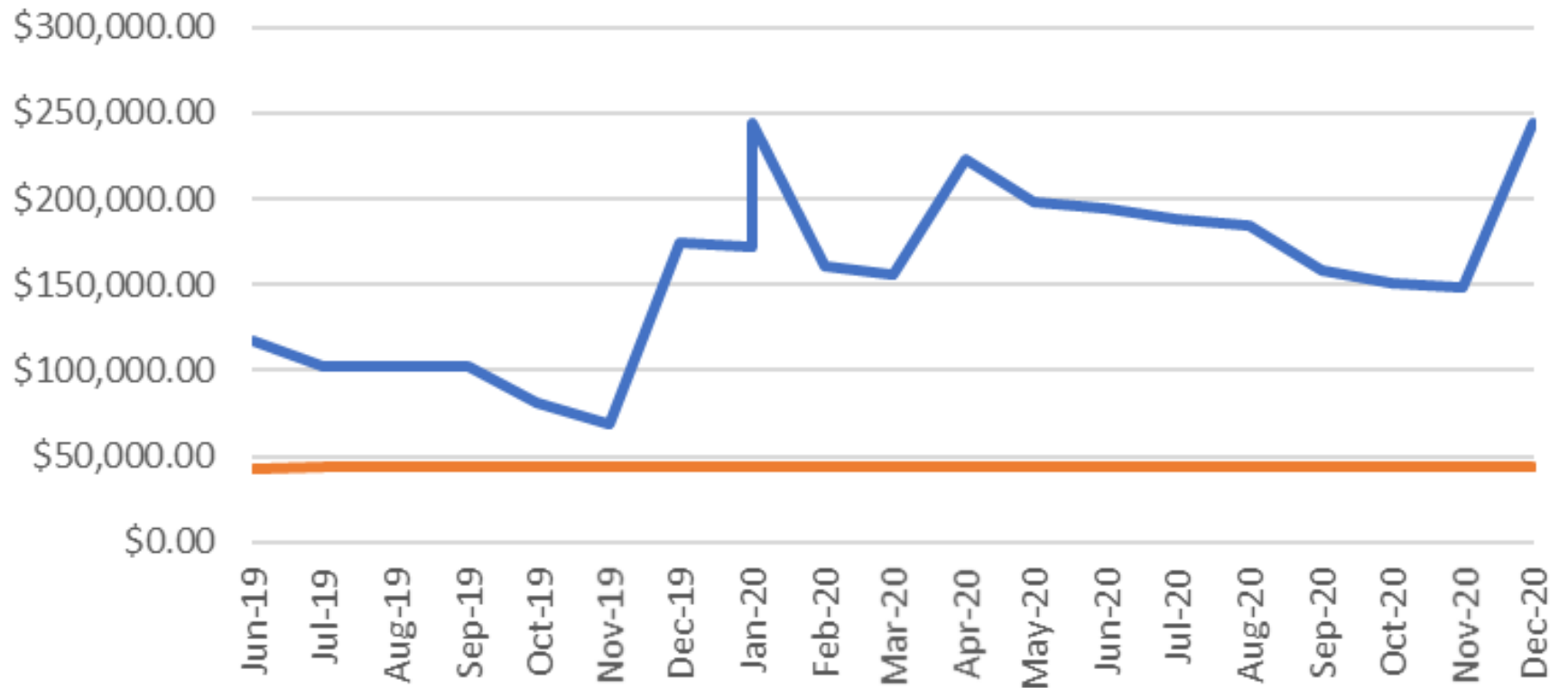
Fund 3490 -- Los Olivos CSD

Line Item Account	6/30/2021 Fiscal Year Adjusted Budget	1/5/2021 Year-To-Date Actual	6/30/2021 Fiscal Year Variance	6/30/2021 Fiscal Year Pct of Budget	
Revenues					
Taxes					
3066 -- Special Tax Assessment	188,887.00	113,803.07	113,803.07	60.25%	
Taxes	0.00	113,803.07	113,803.07	0.00%	
Use of Money and Property					
3380 -- Interest Income	0.00	339.47	339.47	--	
3381 -- Unrealized Gain/Loss Invstmnts	-583.00	-582.03	0.97	99.83%	
Use of Money and Property	-583.00	-242.56	114,143.51	41.61%	
Intergovernmental Revenue-Other					
4840 -- Other Governmental Agencies	180,000.00	1,760.00	1,760.00	--	SBC EHS Reimb. For Special Studies
Intergovernmental Revenue-Other	0.00	1,760.00	1,760.00	--	
Revenues	180,000.00	115,320.51	11,593.51	0.64	
Expenditures					
Services and Supplies					
7090 -- Insurance	2,320.00	0.00	2,320.00	0.00%	
7324 -- Audit and Accounting Fees	4,000.00	2,000.00	2,000.00	50.00%	
7430 -- Memberships	1,200.00	1,050.00	150.00	87.50%	
7450 -- Office Expense	2,000.00	0.00	2,000.00	0.00%	
7460 -- Professional & Special Service (Project, Planning & Studies)	193,500.00	6,895.00	186,605.00	3.56%	
7508 -- Legal Fees	27,000.00	10,629.02	16,370.98	39.37%	\$3238.02 from FY 19-20
7510 -- Contractual Services (IGM Contract)	80,400.00	45,533.70	34,866.30	56.63%	\$13,333.75 from FY 19-20
7530 -- Publications & Legal Notices	1,000.00	0.00	1,000.00	0.00%	
7732 -- Training	1,500.00	0.00	1,500.00	0.00%	
Services and Supplies	309,920.00	66,107.72	246,812.28	21.33%	
Other Charges					
7894 -- Communication Services	930.00	0.00	0.00	0.00%	
Other Charges (County Election Fees)	8,000.00	0.00	0.00	0.00%	\$2,000 Charged to 7324
Expenditures	318,850.00	66,107.72	246,812.28	20.73%	

Cash Balance

Fund	Beginning Balance	Month-to-date cash receipts	Month-To-Date Treasury Credits (+)	Month-To-Date Treasury Debits (-)	Ending Balance
3490 -- Los Olivos CSD					
6/1/2019 - 6/30/2019 (FY 2018-19)	112,073.98	0.00	189,600.16	184,868.00	116,806.14
7/1/2019 - 7/31/2019 (FY 2019-20)	116,806.14	0.00	568.10	14,530.44	102,843.80
8/1/2019 - 8/31/2019 (FY 2019-20)	102,843.80	0.00	0.00	0.00	102,843.80
9/1/2019 - 9/30/2019 (FY 2019-20)	102,843.80	0.00	0.00	0.00	102,843.80
10/1/2019 - 10/31/2019 (FY 2019-20)	102,843.80	0.00	502.03	21,826.18	81,519.65
11/1/2019 - 11/30/2019 (FY 2019-20)	81,519.65	0.00	0.00	12,726.68	68,792.97
12/1/2019 - 12/31/2019 (FY 2019-20)	68,792.97	0.00	118,021.75	12,772.97	174,041.75
1/31/2019 - 1/30/2020 (FY 2019-20)	174,041.75	0.00	0.00	1,799.03	172,242.72
2/1/2020 - 2/29/2020 (FY 2019-2020)	172,671.12	0.00	257.75	11,695.00	161,233.87
3/1/2020 - 3/31/2020 (FY 2019-2020)	161,233.87	525.00	117,224.70	122,555.77	156,472.80
4/1/2020 - 4/30/2020 (FY 2019-2020)	156,427.80	0.00	72,396.85	6,402.60	222,422.05
5/1/2020 - 5/31/2020 (FY 2019-2020)	222,422.05	0.00	72,309.08	96,379.70	198,351.43
6/1/2020 - 6/30/2020 (FY 2019-2020)	198,351.43	0.00	7,231.00	11,696.49	193,885.94
7/1/2020 - 7/31/2020 (FY 2020-21)	193,885.94	0.00	608.94	6,190.00	188,304.88
8/1/2020 - 8/31/2020 (FY 2020-21)	188,304.88	0.00	0.00	3,883.02	184,421.86
9/1/2020 - 9/02/2020 (FY 2020-21)	184,421.86	0.00	0.00	25,696.25	158,453.86
10/1/2020 - 10/31/2020 (FY 2020-21)	158,453.86	0.00	339.47	8,476.50	150,316.83
11/1/2020 - 11/30/2020 (FY 2020-21)	150,316.83	0.00	0.00	0.00	148,574.58
12/1/2020 - 12/7/2020 (FY 2020-21)	148,574.58	0.00	115,577.07	19,862.00	244,289.65

Los Olivos CSD Cash Balance History





County of Santa Barbara Planning and Development

Glenn S. Russell, Ph.D., Director
Dianne Black, Assistant Director

May 22, 2017

Sam White
Mesa Lane Partners
PO Box 92251
Santa Barbara, CA 93109

Re: 16AMD-00000-00004 and 16AMD-00000-00015, The Inn at Mattei's

Hearing on the request of Sam White, agent for Neil Dipoala, owner, to consider the following:

- a. Case No. 16AMD-00000-00004, [application filed on April 22, 2016] for approval of an Amendment to a Development Plan (case no. 09DVP-00000-00019) in compliance with Section 35.82.080 of the County Land Use and Development Code, on property zoned C-2, to develop and operate a 67-key cottage-style hotel and restaurant; and
- b. Case No. 16AMD-00000-00015, [application filed on November 29, 2016] for approval of an Amendment to a Conditional Use Permit (case no. 09CUP-00000-00023), in compliance with Section 35.82.080 of the County Land Use and Development Code, on property C-2, to construct and operate an individual alternative wastewater treatment system in a special problems area.

The site is identified as AP Nos. 135-064-002, -011, -020, and 021; 135-073-003, and -005, located at 2326 Railway Avenue, in the Los Olivos area, Third Supervisorial District.

Dear Mr. White:

On December 9, 2016, the Planning and Development Director approved the project including the following:

1. Make the required findings for approval of the project, 16AMD-00000-00004 and 16AMD-00000-00015, specified in Attachment A of this staff report, including CEQA findings;
2. After considering the environmental review documents included as Attachment C (Addendum dated May 8, 2017 together with previously adopted EIR, 12EIR-

00000-00001) determine that as reflected in the CEQA findings, no subsequent Environmental Impact Report or Negative Declaration shall be prepared for this project;

3. Approve the project, 16AMD-00000-00004 and 16AMD-00000-00015, subject to the conditions included as Attachments B.1 and B.2 of the staff report dated May 15, 2017, including the modification to reduce project parking requirements.

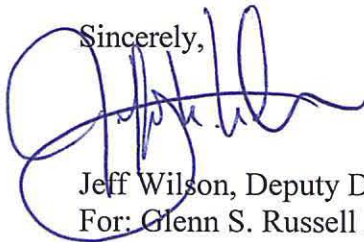
The attached findings and conditions reflect the Director's action.

Action of the Director is final unless appealed in writing to the Planning Commission within 10 calendar days of the date of the action by the Director. **The appeal period for this project ends on May 30, 2017.**

If this decision is appealed, a filing fee of \$619.92 for appeals is required and must be delivered to Planning and Development at 123 East Anapamu Street, Santa Barbara, CA or 624 West Foster Road, Suite C, Santa Maria, CA 93455. If this action is appealed, this letter or a copy should accompany the appeal in order to determine that the appeal is filed within the allowed appeal period and to collect the required appeal fee.

This Director's approval is subject to the time limits associated with the approved permit. At the time of approval of the Zoning Clearance, all required findings must be made.

Sincerely,



Jeff Wilson, Deputy Director, Planning and Development
For: Glenn S. Russell Ph.D., Director

xc: Case File: 16AMD-00000-00004 and 16AMD-00000-00015
Mattei's Land LLC, c/o Neil Dipaola, PO Box 92251, Santa Barbara, CA 93109
Alex Tuttle, Supervising Planner
Planning Commissioner, Third District

**Attachments: Attachment A – Findings
Attachment C – Conditions of Approval**

ATTACHMENT A: FINDINGS

1.0 CEQA FINDINGS

1.1 ADDENDA TO ENVIRONMENTAL IMPACT REPORT OR NEGATIVE DECLARATION

FINDINGS PURSUANT TO PUBLIC RESOURCES CODE SECTION 21081 AND
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES SECTIONS
15090 AND 15091:

1.1.1 CONSIDERATION OF THE ADDENDUM AND FULL DISCLOSURE

The Director has considered the Addendum dated May 8, 2017 together with the previously certified EIR (12-EIR-1) for the Inn at Mattei's Tavern project. The Addendum reflects the independent judgment of the Director and has been completed in compliance with CEQA. The Addendum, together with the EIR (12-EIR-1), is adequate for this proposal. On the basis of the whole record, including the Addendum, the previously certified CEQA document, and any public comments received, the Director finds that the project changes described in the Addendum will not create any new significant effects or a substantial increase in the severity of previously identified significant effects on the environment.

1.1.2 LOCATION OF DOCUMENTS

The documents and other materials which constitute the record of proceedings upon which this decision is based are in the custody of the Planning and Development Department located at 123 East Anapamu Street, Santa Barbara, CA 93101.

1.1.3 ENVIRONMENTAL REPORTING AND MONITORING PROGRAM

Public Resources Code Section 21081.6 and CEQA Guidelines Section 15091(d) require the County to adopt a reporting or monitoring program for the changes to the project that it has adopted or made a condition of approval in order to avoid or substantially lessen significant effects on the environment. The approved project description and conditions of approval, with their corresponding permit monitoring requirements, are hereby adopted as the reporting and monitoring program for this project. The monitoring program is designed to ensure compliance during project implementation.

1.1.4 FINDINGS ADDRESSING ADDENDUM ISSUE AREAS

The Addendum prepared for the project addressed the following issues: Aesthetics / Visual Resources, Biological Resources, Cultural and Historic Resources, Hydrology and Water Quality, Utilities, Transportation / Circulation, and Fire Protection.

1.1.5 FINDING THAT A PREVIOUS ENVIRONMENTAL DOCUMENT CAN BE USED (per CEQA Section 15162)

No substantial changes to the project are proposed that would cause new significant environmental effects or a substantial increase in severity of previously identified significant effects. The overall project description and amenities to be provided by the cottage-style hotel and restaurant remain generally the same as previously proposed. The primary changes to the project description include the addition of 3 hotel keys for a total of 67, reconfiguration of the layout of the cottages, reduction in the number of two-story cottages, an increase in overall square footage from approximately 49,617 sq ft to 55,261 sq ft (increase of 5,644 sq ft), elimination of the modern addition to Mattei's Tavern, elimination of the use of Cottage 1 as a 40-seat meeting room and construction instead of a separate meeting facility that could accommodate 80, and re-location of the swimming pool from a central location to along the southern property line. The onsite wastewater treatment system will also be changed from the previous Aerobic Treatment System (ATS) to a more modern Membrane Bio-Reactor (MBR) system. As discussed in detail in the Addendum prepared for the proposed amended project (included as Attachment C of the Director's staff report dated May 15, 2017 and incorporated herein by reference), an updated historical resources study indicates that the amended Development Plan will result in reduced, and in some cases beneficial, impacts to historical resources, which would also reduce aesthetic / visual resources impacts. Updated studies in the areas of biological resources and transportation/circulation show slightly increased but generally similar impacts as compared to the previously approved project; however, these continue to be less than significant with incorporation of the previously adopted mitigation measures. Impacts to hydrology and water quality, utilities, and fire protection would remain the same. No substantial changes have occurred with respect to the circumstances under which the project is being undertaken, and no new significant effects have been identified. No new information of substantial importance shows that the project will have significant effects not discussed under the previous environmental review for the previously approved project, no significant effects will be substantially more severe than previously shown, and no new mitigation measures or alternatives have been found feasible that the applicant has declined to adopt. Therefore, an Addendum, pursuant to CEQA guidelines Section 15164, is found

generated by the project. No improvements to streets and highways in the area will be required as a result of this project. Therefore, this finding can be made.

2.2.4 *There will be adequate public services, including fire and police protection, sewage disposal, and water supply to serve the proposed project.*

As discussed in Section 5.2 of the staff report dated May 15, 2017, incorporated herein by reference, water service is currently provided by the Santa Ynez River Water Conservation District. Wastewater services will be provided by a proposed individual alternative wastewater treatment system unless a public system is available at the time of project construction. Fire and Police services will be available to serve the project site, and other utilities such as electricity currently serve the project site. Therefore, this finding can be made.

2.2.5 *The proposed project will not be detrimental to the comfort, convenience, general welfare, health, and safety of the neighborhood and will not be incompatible with the surrounding area.*

The proposed development will conform to the character and scale of the surrounding urban development. The envisioned commercial uses will be consistent with ongoing existing uses of Mattei's Tavern and within the commercial core of Los Olivos. Traffic generated by the project will not substantially affect roadways used by residents of the surrounding area. As discussed by the Central County Board of Architecture review (CBAR) after five conceptual review meetings, including a site visit, and design refinements by the applicant, the resulting size, bulk, and scale of the project are appropriate for the site. The proposed individual alternative wastewater treatment system, which will be subject to the requirements of the Central Coast Regional Water Quality Control Board, will ensure adequate treatment and disposal of sewage effluent. As discussed in Section 5.2 of the staff report dated May 15, 2017, incorporated herein by reference, the project complies with the requirements of the Land Use and Development Code (LUDC), including height limits and setbacks. In addition, all project-specific potentially significant environmental impacts will be mitigated to the maximum extent feasible. Adherence to conditions of approval will ensure that the project does not generate factors such as smoke, odors, light, or noise which could affect the comfort and convenience of residents or other development in the surrounding area. Therefore the proposed project will not be detrimental to the comfort, convenience, general welfare, health, and safety of the neighborhood and will be compatible with the surrounding area and this finding can be made.

2.2.6 *The proposed project will comply with all applicable requirements of this*

Development Code and the Comprehensive Plan.

As discussed in Section 5.3.1 of the staff report dated May 15, 2017, incorporated herein by reference, the project complies with the requirements of the Land Use and Development Code (LUDC), including height limits and setbacks. As discussed in Section 5.2 of the staff report dated May 15, 2017, incorporated herein by reference, the project, as conditioned, is consistent with the applicable policies and development standards of the Comprehensive Plan, including the Santa Ynez Valley Community Plan. Therefore this finding can be made.

2.2.7 *Within Rural areas as designated on the Comprehensive Plan maps, the use will be compatible with and subordinate to the agricultural, rural, and scenic character of the rural areas.*

The project is not located within a Rural area; therefore, this finding does not apply.

2.2.8 *The project will not conflict with any easements required for public access through, or public use of a portion of the subject property.*

The project will not conflict with any easements required for public access through, or public use of, a portion of the subject property. Although the project would use a previously vacated portion of Railway Avenue for on-site parking and site access, it would remain open to the public for access to Highway 154 and for parking at the Mattei's restaurant. Therefore, this finding can be made.

2.2.9 *Additional Finding required for modifications to the parking requirements and screening of the parking lot area with masonry walls or landscaping.*

At the time the Preliminary or Final Development Plan is approved, or subsequent amendments or revisions are approved, the review authority may modify the distance between structures, landscaping, parking except as provided within Subsection H.I.a below, screening requirements, setbacks, structure coverage, structure height limit, or yard areas specified in the applicable zone and Chapter 35.36 (Parking and Loading Standards) when the review authority finds that the modification is justified.

Parking Spaces: The provisions of Section 35.36.080.K of the LUDC require 189 parking spaces to serve the Inn at Mattei's Tavern. The parking demand for the hotel and conference/banquet components of the project was determined using parking generation and utilization data contained in a Shared Parking and Parking Generation Study from Urban Land Institute (ULI). In summary, the shared parking analysis determined that the project would generate a peak parking demand of 140 spaces during the evening peak period. The project proposes to provide 168 onsite parking spaces (141

spaces plus 27 valet spaces during peak times). Based upon these data the proposed parking supply of 168 spaces would meet peak shared parking demands. As provision of 168 parking spaces would meet the peak parking demand and providing excess parking spaces would result in a less desirable project design with expanses of pavement, the modification to reduce the required number of parking spaces from 189 to 168 is justified.

Masonry Wall: The applicant has requested a modification to eliminate the parking area screening requirement of Section 35.34.100(C) of the LUDC (Landscape Requirements for Parking Areas) for either a four foot (4') solid wall or five feet (5') of landscaping adjacent to lot lines. Specifically, the modification is requested for the area located along the northern property line, directly north of Mattei's Tavern. According to the applicant, motor vehicles already park in this area, and the applicant's historian states that screening of the historic Keenan Hartley house and Mattei's Tavern with a solid wall or other additional screening would be inappropriate and undesirable. Moreover, the parking area is buffered from the public by a wide stretch of land between the project and Highway 154, making a further buffer unnecessary. Therefore, this modification is justified.

2.3 **CONDITIONAL USE PERMIT AMENDMENT FINDINGS**

In compliance with Subsection 35.84.040.D.3 of the County Land Use and Development Code, prior to the approval or conditional approval of an application for an Amendment to an approved Conditional Use Permit or Minor Conditional Use Permit the review authority shall first make all of the following findings, as applicable:

- 2.3.1 *That the findings required for approval of the Conditional Use Permit, including any environmental review findings made in compliance with the California Environmental Quality Act, that were previously made when the Conditional Use Permit was initially approved are still applicable to the project with the addition of the development proposed by the application for the Amendment.*

The CUP Amendment would permit the use of a more modern type of individual onsite wastewater treatment system than which was previously approved to serve the proposed development. Specifically, a Membrane Bio-Reactor (MBR) system would be employed rather than an Aerobic Treatment System (ATS). As discussed in Sections 5.2 and 5.3 of the staff report dated May 15, 2017, incorporated herein by reference, the MBR would be located in the same area of the site, would serve the same functions, and have the same environmental impacts, as the previously approved ATS. The system is sized and designed to accommodate the amount of wastewater that would be generated

by the proposed project and would be subject to the requirements of the Central Coast Regional Water Quality Control Board (RWQCB). Therefore, this finding can be made.

2.3.2 *That the environmental impacts related to the development proposed by the application for the Amendment are determined to be substantially the same or less than those identified during the processing of the previously approved Conditional Use Permit.*

As discussed in the Final EIR 12EIR-00000-00001, incorporated herein by reference, the Regional Water Quality Control Board (RWQCB) Basin Plan prohibits "Community Systems" from disposing of more than 80 grams of nitrogen /day per acre of total development overlying ground water recharge areas. The previously approved CUP permitted an individual Aerobic Treatment System (ATS) to treat less than 10,000 gallons per day of wastewater; this system was expected to generate up to 50 grams per acre per day of nitrogen discharge. The currently proposed CUP permits an individual Membrane Bio-Reactor (MBR) wastewater treatment system. As the proposed project will generate more than 10,000 gallons per day of wastewater, it falls under the jurisdiction of the RWQCB rather than County EHS. Preliminary review of the proposed MBR system by the RWQCB indicates that it is able to meet their permitting requirements, including those limiting nitrogen discharge, ensuring that the environmental impacts related to the CUP Amendment for the alternative wastewater treatment system will be substantially the same or less than those identified during the processing of the previously approved Conditional Use Permit. Therefore, this finding can be made.

2.4 **CONDITIONAL USE PERMIT FINDINGS**

In compliance with Subsection 35.82.060.E.1 of the County Land Use and Development Code, prior to the approval or conditional approval of an application for a Conditional Use Permit or Minor Conditional Use Permit the review authority shall first make all of the following findings, as applicable:

2.4.1 *The site for the proposed project is adequate in terms of location, physical characteristics, shape, and size to accommodate the type of use and level of development proposed.*

The Minor Conditional Use Permit authorizes an individual Membrane Bio-Retention (MBR) type of alternative onsite wastewater treatment system. The County and California Regional Water Quality Control Board's (RWQCB) preferred option for treating wastewater generated by the project would be to connect into a community wastewater treatment plant to be developed in an as-of-yet unspecified location in Los

Olivos. The purpose of the community wastewater treatment facility would be to provide wastewater treatment that meets the public health and sanitation needs of Los Olivos while also meeting the regulatory requirements of the RWQCB. Pursuant to the project description and Condition of Approval no. 21 of the Conditional Use Permit, if the County's community wastewater treatment system is operational at the time the project is approved for construction, the project will connect to the community system. However, if funding or other issues arise which significantly delay or terminate the County's plan for a community system, the project will develop and install its own private MBR to treat wastewater generated by the project. The MBR will treat wastewater to meet the RWQCB's prescribed waste discharge requirements including requirements for removal of nutrients and effluent disposal/management. After the wastewater is treated, 100 percent of the treated wastewater would be sent to disposal fields and/or used for landscaping located on the project site. Thus, the 6.6-acre project site is adequate in size, shape, location and physical characteristics to accommodate the proposed MBR and this finding can be made.

2.4.2 *Within the Inland area significant environmental impacts will be mitigated to the maximum extent feasible.*

The Minor Conditional Use Permit authorizes an individual Membrane Bio-Reactor (MBR) wastewater treatment system. As discussed in the Final EIR 12EIR-00000-00001, incorporated herein by reference, the Regional Water Quality Control Board (RWQCB) Basin Plan prohibits "Community Systems" from disposing of more than 80 grams of nitrogen/day per acre of total development overlying ground water recharge. The proposed project will generate more than 10,000 gallons per day of wastewater and as a result will be required to obtain the appropriate approvals from the RWQCB, who will require it to meet the RWQCB's prescribed nitrogen discharge limit of less than 80 grams per acre per day prior to permit issuance. As a result, the proposed MBR will not cause any significant environmental impacts, and therefore, no mitigation measures were applied in the EIR, and this finding can be made.

2.4.3 *Streets and highways will be adequate and properly designed to carry the type and quantity of traffic generated by the proposed use.*

The Minor Conditional Use Permit permits an individual onsite wastewater treatment system. The system will be located entirely within the project area and will not affect traffic, streets or highways. Therefore, this finding can be made.

2.4.4 *There will be adequate public services, including fire protection, police protection, sewage disposal, and water supply to serve the proposed project.*

The Minor Conditional Use Permit permits an individual onsite wastewater treatment system. The wastewater system does not require public services such as police protection, and domestic water service, nor would it inhibit the provision of fire protection services. Therefore, this finding can be made.

2.4.5 *The proposed project will not be detrimental to the comfort, convenience, general welfare, health, and safety of the neighborhood and will be compatible with the surrounding area.*

The Minor Conditional Use Permit permits an individual onsite wastewater treatment system. The wastewater treatment plant is designed to handle a wide range of wastewater flows. All wastewater flows are variable to some degree, due to diurnal fluctuation in demands throughout each day. The wastewater treatment plant will be designed to handle this range of flows up to its peak design capacity. The project has been conditioned to require that the treatment plant be operated by a California licensed and properly trained wastewater treatment plant operator, who will be responsible for ensuring proper operation and maintenance of plant equipment. The plant will also be required to be equipped with sufficient safeguards to ensure continued compliance with the waste discharge requirements, and such safeguards may include, but not be limited to, backup emergency power, redundant piping, pumps, aeration equipment, and other essential components of the wastewater treatment plant. Monitoring requirements will help ensure that water quality parameters specified in the Waste Discharge Permit are consistently met. The system will require appropriate permits from the RWQCB. Thus, the wastewater treatment plan will not be detrimental to the comfort, convenience, general welfare, health and safety of the neighborhood and this finding can be made.

2.4.6 *The proposed project will comply with all applicable requirements of this Development Code and the Comprehensive Plan, including any applicable community or area plan.*

The Minor Conditional Use Permit permits a Membrane Bio-Reactor (MBR) type individual onsite wastewater treatment system. The system will maintain a minimum of 100-foot buffer from Alamo Pintado Creek. The proposed MBR is allowed by the County LUDC provided all of the findings herein can be made. As discussed in Section 5.2 of the staff report dated May 15, 2017, and incorporated herein by reference, the MBR system is consistent with the policies and development standards of the Comprehensive Plan, including the Santa Ynez Valley Community Plan and the Santa Barbara County Land Use and Development Code. Therefore, this finding can be made.

2.4.7 *Within Rural areas as designated on the Comprehensive Plan maps, the proposed use*

approved or cannot be approved without widening of the bridge, the offer to construct the improvements will be terminated.

Architectural Style. The architectural style of the Project is designed for consistency with the historic architectural details of Mattei's Tavern and Los Olivos. The Project will include a variety of building sizes, heights, and orientations. No newly constructed building will be located closer to Nojoqui Avenue, Jonata Street, or Railway Avenue than any of the existing historic structures. In addition, the distances between the buildings will vary. Mattei's Tavern will remain the principal structure on the property by virtue of its size and proximity to the public thoroughfare. Roof material on the new structures will consist of earth tone colors.

Landscaping. Approximately 47 percent of the project site will be landscaped with a variety of both native and nonnative large trees, shrubs, vines, perennials, and groundcovers, or would otherwise be left as open space. A majority of the existing trees and large shrubs (approximately 51 percent) will be maintained in place or relocated elsewhere on the project site to be integrated with the proposed development. A landscape buffer is provided surrounding all parking areas, and extends into a meadow and restoration area at the northwest corner of the property where the proposed walking path enters the Project.

Services. The Santa Ynez Water Conservation District provided an existing water service letter indicating that the property has existing water service to provide sufficient water for the completed project. Six new fire hydrants will be located around the perimeter of the property to maximize fire coverage for the project. Red curbing and a gravel fire road, which would also be used as the recreational access through the project site, would also be provided on site.

Wastewater: The project would provide an onsite wastewater treatment system designed and sized to treat all wastewater generated from the hotel rooms, restaurant, and other site sources, and permitted under Case no. 16AMD-00000-00015. The system is designed to provide tertiary treatment of project wastewater. Recycled wastewater would be disposed of in underground infiltration areas or used for irrigation. The 11,000 gallons per day of wastewater that would be generated from the proposed project exceeds 10,000 gallons per day, and therefore would be under the jurisdiction of the Central Coast Regional Water Quality Control Board, who would review the system and, upon its approval, issue appropriate permits.

Minor Conditional Use Permit: The project also includes a Minor Conditional Use Permit (Case no. 16AMD-00000-00015) to allow for an advanced onsite wastewater treatment

The project description is as follows:

Conditional Use Permit No. 16AMD-00000-00015 entails the installation and operation of a private Membrane Bioreactor (MBR) wastewater system onsite. The MBR will operate as a package sewage treatment plant and will be sized to treat all wastewater generated from the hotel rooms, restaurant, and all other on-site sources. The treatment facility system will consist of a collection wet well with pump, the MBR treatment facility, an ultraviolet disinfection system and underground storage tank sized to hold effluent for 3 days of the anticipated average daily flow. The standard duration of storm events is 24 hours, 48 hours of additional hold time is provided to allow for storm water runoff and infiltration. In the event of an atypical long duration storm event, the tank will be pumped and disposed of in accordance with the General Permit. The ATS system is located outside of the project setbacks. The MBR is designed to provide tertiary level treatment of project wastewater. 100 percent of the treated wastewater will be used either for landscaping irrigation or sent to a disposal fields located on site. On site disposal fields would be sized to accommodate 100 percent of the generated wastewater. The MBR system would be permitted by the Central Coast Regional Water Quality Control Board.

The grading, development, use, and maintenance of the property, the size, shape, arrangement, and location of structures, parking areas and landscape areas, and the protection and preservation of resources shall conform to the project description above and the hearing exhibits and conditions of approval below. The property and any portions thereof shall be sold, leased or financed in compliance with this project description and the approved hearing exhibits and conditions of approval hereto. All plans (such as Landscape and Tree Protection Plans) must be submitted for review and approval and shall be implemented as approved by the County.

THIS CONDITIONAL USE PERMIT IS NOT VALID UNTIL A ZONING CLEARANCE PERMIT FOR THE DEVELOPMENT AND/OR USE HAS BEEN OBTAINED. FAILURE TO OBTAIN SAID ZONING CLEARANCE PERMIT SHALL RENDER THIS CONDITONAL USE PERMIT NULL AND VOID.

2. **Rules-03 Additional Permits Required.** The use and/or construction of any structures or improvements authorized by this approval shall not commence until the all necessary planning and building permits are obtained. Before any Permit will be issued by Planning and Development, the Owner/Applicant must obtain written clearance from all departments having conditions; such clearance shall indicate that the Owner/Applicant has satisfied all pre-construction conditions. A form for such clearance is available from Planning and Development.
3. **Rules-05 Acceptance of Conditions.** The Owner/Applicant's acceptance of this permit

time extension in compliance with County rules and regulations, which include reflecting changed circumstances and ensuring compliance with CEQA. If the Owner / Applicant requests a time extension for this permit, the permit may be revised to include updated language to standard conditions and/or mitigation measures and additional conditions and/or mitigation measures which reflect changed circumstances or additional identified project impacts/measures are imposed.

20. **Special Condition CUP-2.** If the Planning Commission determines at a Noticed Public Hearing that the permittee is not in compliance with any permit conditions pursuant to the provisions of Sec. 35.42.230 of the Santa Barbara County Land Use and Development Code, the Planning Commission is empowered, in addition to revoking the permit pursuant to said section, to amend, alter, delete, or add conditions to this permit.
21. **Special Condition CUP-3.** The project shall connect to the county community wastewater system when system becomes operational. If the MBR system has been installed and is operational at the time the community wastewater system becomes operational, the owner/applicant shall cease operations of the MBR system and shall connect to the county community wastewater system.

Santa Barbara County
PUBLIC Health
DEPARTMENT



Environmental Health Services

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Lawrence Fay *Director of Environmental Health*

TO: Joyce Gerber , Planner
Planning & Development Department
Development Review Division

FROM: Dana Solum
Environmental Health Services

DATE: March 10, 2017

SUBJECT: Case No. 16AMD-00000-00004 and 16AMD-00000-00015 (formerly
16CUP-00000-00014) Los Olivos Area

Owner: Mattei's Land, LLC

Property Location: Assessor's Parcel No. 135-064-002, -011, -020, and -
021; 135-073-003, and -005.

Case No. 16AMD-00000-00004 and 16AMD-00000-00015 (formerly 16CUP-00000-00014) represents a request to make changes to case no. 09DVP-00000-00019 for Mattei's Tavern construction and operation of a cottage style hotel and case no. 09CUP-00000-00023 requesting the construction of an onsite wastewater treatment system in a special problems area.

The proposed changes for 09DVP-00000-00019 will eliminate the previously approved addition to Mattei's Tavern; convert approximately 1,600 square feet of Mattei's Tavern interior dining space for a lobby and registration area; add approximately 1,200 square feet of outdoor dining space adjacent to the existing Garden Room; reconfigure the vehicular entry area / motor court; change the use of the Keenan Hartley House from a hotel lobby/registration area and retail shop to a hotel concierge's office; change the layout and design of the 64 key cottage style hotel rooms and add 3 key cottages for a total of 67 key cottage style hotel rooms; remove the banquet room use from cottage 1; construct a new meeting/banquet building; increase the total development from approximately 49,617 square feet to 55, 261 square feet; eliminate the previously approved retaining wall along the northern property line along Railway Avenue and increase the number of parking spaces from 156 spaces to 168 spaces.

The proposed changes will also increase the estimated volume of wastewater to exceed 10,000 gallons per day which will change the jurisdictional authority of the wastewater

treatment system, from Santa Barbara County Environmental Health Services to the Regional Water Quality Control Board.

Domestic water supply is proposed to be provided by the Santa Ynez River Water Conservation District.

Providing the Planning Commission grants approval of the applicant's request, Environmental Health Services recommends the following be included as Conditions of Approval:

1. ***Prior to Issuance of Zoning Clearance***, the applicant shall submit verification of the approved Waste Discharge Requirements from the Regional Water Quality Control Board.
2. ***Prior to Issuance of a Building Permit***, the applicant shall obtain approved construction permits for the swimming pool and any spa pool and any pool related facilities from Environmental Health Services.
3. ***Prior to Issuance of a Building Permit***, the applicant shall obtain approved construction permits for any proposed food facilities from Environmental Health Services.
4. ***Prior to Occupancy Clearance*** of the pool/spa facilities, the applicant shall obtain a valid health permit for the swimming pool and any spa pool.
5. ***Prior to Occupancy Clearance*** of the food facilities, the applicant shall obtain a valid health permit for any food facilities.
6. ***Concurrent with Public Sewer Availability***, the project will need to connect to the public sewer as required by the Regional Water Quality Control Board Waste Discharge Requirements.



Dana Solum, REHS
Senior Environmental Health Specialist



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

ENGINEERING
 PLANNING
 SURVEYING
 CONSTRUCTION MANAGEMENT

December 18, 2020
 Project No: LOCSD.180392.00
 Invoice No: 76901

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

This Invoice includes:

1. General District Management: \$5,366.25
2. WWTP Site Acquisition: \$200.00
3. Design Contract: \$300.00
4. GSI Contract \$300.00
5. Grant Management: 0.00
6. Jenzen Contract: \$200.00
7. Grant Work by MNS Grant Group \$337.50
8. Environmental Contract: \$200.00

Professional Services for the Period: November 1, 2020 to November 30, 2020

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount	
Project Management				
Project Coordinator	8.25	105.00	866.25	
District Manager	22.50	200.00	4,500.00	
Totals	30.75		5,366.25	
Total Labor				5,366.25
				Level 2 Subtotal
				\$5,366.25

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount
Project Management			
Senior Project Engineer	1.00	180.00	180.00

Project	LOCSD.180392.00	General Manager Services	Invoice	76901
District Manager		6.00	200.00	1,200.00
Fund Development/Grant Applications				
Project Coordinator		1.50	105.00	157.50
Totals		8.50		1,537.50
Total Labor				1,537.50
			Level 2 Subtotal	\$1,537.50
			Current Invoice Amount	\$6,903.75

Outstanding Invoices

Number	Date	Balance
76753-R1	11/23/2020	7,623.75
Total		7,623.75

Billing Backup

Friday, December 18, 2020

MNS Engineers, Inc.

Invoice 76901 Dated 12/18/2020

4:05:23 PM

Project	LOCS.D.180392.00	General Manager Services
Level 2	TASK01	District Management

Professional Personnel

		Hours	Rate	Amount
Project Management				
Project Coordinator				
Zepeda, Mary	11/2/2020	.25	105.00	26.25
Check LOCS.D Gmail Account for emails from Community Members				
Zepeda, Mary	11/9/2020	.25	105.00	26.25
Check LOCS.D Gmail Account for emails from Community Members				
Zepeda, Mary	11/17/2020	.75	105.00	78.75
Check LOCS.D Gmail Account for emails from Community Members; Followup with JK re Resolutions 18-01 and 18-02				
Zepeda, Mary	11/18/2020	4.50	105.00	472.50
Conference Call with DP Re Resolution 18-01 and 18-02; Send Auditor-Controllers Office Email Follow-up re Executed Copy of Resolution 18-01; Conduct Review of Resolutions 12-01 to 12-08; Create PDF of Attachments/Exhibits				
Zepeda, Mary	11/19/2020	1.00	105.00	105.00
Emailed SDRMA for Executed Copy of 6th Amended JPA; Received copy and attached to Resolution 18-02; Filed (Hard Copy) of Resolution 18-02, 18-04, 20-01, 20-02				
Zepeda, Mary	11/23/2020	.25	105.00	26.25
Check LOCS.D Gmail Account for emails from Community Members				
Zepeda, Mary	11/30/2020	1.25	105.00	131.25
Check LOCS.D Gmail Account for emails from Community Members; Assist with the processing of Aleshire & Wynder, MNS, Stantec and CSDA Invoices, create backup documentation for FIN and update budget tracking log				
District Manager				
Pike, Douglas	11/4/2020	.50	200.00	100.00
Los Olivos CSD & SYRWCD-ID1 Informal Meeting agenda.				
Pike, Douglas	11/9/2020	1.50	200.00	300.00
Los Olivos CSD & SYRWCD-ID1 Informal Meeting Incl. Prep (1.5)				
Finance Committee Agenda (.5)				
Pike, Douglas	11/10/2020	3.00	200.00	600.00
Finance Committee Packet (2)				
Los Olivos CSD & SYRWCD-ID1 Informal Meeting Slides (1)				
Pike, Douglas	11/13/2020	5.00	200.00	1,000.00
LOCS.D Finance Meeting (1)				
LOCS.D General Board Meeting Agenda and Post (3)				
Introductory Meeting with Los Olivos CSD and Lars Seifert, EHS Director (1)				
Pike, Douglas	11/16/2020	3.00	200.00	600.00
Packet Preparation				

Project	LOCSD.180392.00	General Manager Services			Invoice	76901
Pike, Douglas		11/17/2020	1.50	200.00	300.00	
		ID1 Meeting presentation: introduction to Los Olivos CSD (.5)				
		Conversation with Bill Beulow, GSA Eastern Region Staffer re: CSD participation (.5)				
		County BOS Position Appointment (.5)				
Pike, Douglas		11/18/2020	2.00	200.00	400.00	
		General Board Meeting coord. & participation (2)				
Pike, Douglas		11/24/2020	1.00	200.00	200.00	
		Draft Special Meeting Agenda (1)				
Pike, Douglas		11/25/2020	1.00	200.00	200.00	
		Fulfilled PRA Request for an executed copy of Legal Counsel Contract (1)				
Pike, Douglas		11/30/2020	4.00	200.00	800.00	
		Special Meeting Agenda & Posting (4 hrs)				
		Totals	30.75		5,366.25	
		Total Labor				5,366.25
					Level 2 Subtotal	\$5,366.25

Level 2 TASK02 Engineering Tasks

Professional Personnel

			Hours	Rate	Amount	
Project Management						
Senior Project Engineer						
Jaquez, Gregory		11/30/2020	1.00	180.00	180.00	
		Review and coordindate content requirements for WRF Planning Grant application with D. Pike and L. Palmquist.				
District Manager						
Pike, Douglas		11/3/2020	2.00	200.00	400.00	
		Communications with Stantec (1)				
		Communications with GSI (1)				
Pike, Douglas		11/24/2020	2.00	200.00	400.00	
		Environmental RFQ Sent out to Stantec, Rincon, UPC (1)				
		Corespondence with Carlo Achdjian re Parcel Easement Progress (.5)				
		Review and forward GSI Task 1 Proposal to Ad Hoc Tech. Committee (.5)				
Pike, Douglas		11/25/2020	1.00	200.00	200.00	
		Stantec Invoice to County of SB for payment (.5)				
		SOW to Stantec for Task 2 - WWTP Siting Study (.5)				
Pike, Douglas		11/30/2020	1.00	200.00	200.00	
		Local LAMP Interpretive Document Meeting coord. & Participate (1 hr)				
Fund Development/Grant Applications						
Project Coordinator						
Palmquist, Linda		11/30/2020	1.50	105.00	157.50	

Project	LOCSD.180392.00	General Manager Services	Invoice	76901
Meeting with greg and doug, preparing resolution				
	Totals	8.50	1,537.50	
	Total Labor			1,537.50
			Level 2 Subtotal	\$1,537.50
			Project Total	\$6,903.75
			Total this Report	\$6,903.75



**ALESHIRE &
WYNDER** LLP
ATTORNEYS AT LAW

Eileen Lee
eelee@awattorneys.com

18881 Von Karman Avenue,
Suite 1700
Irvine, CA 92612
P (949) 223.1170
F (949) 223.1180

ORANGE COUNTY | LOS ANGELES | RIVERSIDE | CENTRAL VALLEY

AWATTORNEYS.COM

January 6, 2021

VIA EMAIL ONLY: dpike@mnsengineers.com

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

Re: **January 2021 Billing Statement (for services through 12/31/21);
Aleshire & Wynder, LLP**

Dear Doug:

Enclosed please find Aleshire & Wynder's billing statement for the month of January. Please note: For year-end purposes, last month's December bill covered a shortened service period (11/1/20 – 11/19/20). The enclosed January Bill includes the remaining billed services from November 20, 2020, through December 31, 2020.

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

LOS OLIVOS COMMUNITY SERVICES DISTRICT (01245)
MONTHLY BILLING SUMMARY

Billing Period: November 20 thru December 31, 2020

	Total Hours	Hourly Rate	Total Fees	Total Costs	Total Fees & Costs	Writeoff Value	Comments
0001 General (\$190 Blended: Atty / Paralegal / Law Clerk)	6.80	190	1,292.00	0.00	1,292.00	0.00	(Advisory/Transactional Svcs)
TOTALS:	6.80		1,292.00	0.00	1,292.00	0.00	



**ALESHIRE &
WYNDER LLP**
ATTORNEYS AT LAW

Orange County
18881 Von Karman Ave., Suite 1700
Irvine, CA 92612
P 949.223.1170 • F 949.223.1180
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

January 6, 2021
Bill No. 60096

For Legal Services Rendered Through 12/31/20

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

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
11/20/20	GRT	(NEUSHUL PRA) COMPLETE FOLLOW UP RE RESPONSE TO PUBLIC RECORDS ACT COMPLAINT RESPONSE	0.40	76.00
12/02/20	GRT	(SPECIAL MEETING) COMPLETE PREPARATION FOR AND ATTEND SPECIAL MEETING/WORKSHOP	2.60	494.00
12/04/20	GRT	(FINANCE COMMITTEE) PHONE CONFERENCE WITH GENERAL MANAGER RE NOTICING REQUIREMENTS FOR FINANCE COMMITTEE AGENDA	0.20	38.00
	GRT	(REGULAR MEETING) INITIAL REVIEW OF AGENDA FOR REGULAR MEETING	0.40	76.00
12/09/20	GRT	(REGULAR MEETING) COMPLETE PREPARATION FOR AND ATTEND REGULAR MEETING; DRAFT FOLLOW UP EMAIL TO IGM RE RECORDING OF VOTES IN MINUTES DUE TO VACANCY IN OFFICE PREVIOUSLY HELD BY DIRECTOR KENNEDY	2.10	399.00
12/14/20	GRT	(STAFF REVIEWS) EMAIL EXCHANGE WITH BOARD PRESIDENT RE CLOSED SESSION REVIEW PROCESS AND REQUIREMENTS FOR IGM AND DISTRICT COUNSEL	0.40	76.00

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
12/16/20	GRT	(BOARD VACANCY) PHONE CONFERENCE WITH IGM RE BOARD VACANCY COMMUNICATIONS TO COUNTY AND SUPERVISOR HARTMANN'S OFFICE; REVIEW OF FOLLOW UP EMAILS FROM IGM TO COUNTY SUPERVISOR AND BOARD CANDIDATES FOR CONSISTENCY WITH PHONE CONFERENCE	0.40	76.00
12/22/20	GRT	(BOARD VACANCY) PHONE CONFERENCE WITH IGM RE APPOINTMENT PROCESS WITH COUNTY OF SANTA BARBARA AND LIKELY WITHDRAWAL FROM CONSIDERATION OF DIRECTOR KENNEDY; REVIEW OF FOLLOW UP CORRESPONDENCE RE SAME	0.30	57.00
Total Professional Services			6.80	\$1,292.00

PROFESSIONAL SERVICES SUMMARY

Code	Name	Hours	Rate	Amount
GRT	George "Ross" Trindle	6.80	190.00	1,292.00
Total Professional Services		6.80		\$1,292.00

Receipts Since Last Bill

Prior Balance On This Matter	-1,292.00	
Date	Description	Total Applied to this Matter
12/10/20	COUNTY OF SANTA BARBARA-EFT	817.00
12/30/20	COUNTY OF SANTA BARBARA	475.00
Less Total Payments		<u>\$1,292.00</u>
Current Matter Due Amount		<u>\$1,292.00</u>

CURRENT BILL TOTAL AMOUNT DUE	<u>\$1,292.00</u>
Balance Forward:	1,292.00
Payments & Adjustments:	-1,292.00
Total Due:	<u>\$1,292.00</u>

Please return this page with remittance

to
Aleshire & Wynder, LLP

Bill Number: 60096
Bill Date: January 6, 2021
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0001
Matter Name: General

Total Professional Services	1,292.00
Total Disbursements	0.00
CURRENT BILL TOTAL AMOUNT DUE	<u>\$1,292.00</u>
Balance Forward:	1,292.00
Payments & Adjustments:	-1,292.00
Total Due:	<u>\$1,292.00</u>

Amount enclosed: _____

Thank You



INVOICE

Invoice Number 1735684
Invoice Date December 14, 2020
Customer Number 163739
Project Number 184031368

Bill To

Los Olivos Community Service District
Douglas Pike
PO Box 345
Los Olivos CA 93441
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID
11-2167170

Project Description: Los Olivos Community Service District Project Design Services – Task Order No. 1 rev 01 (Loading Study)

Stantec Project Manager: Glaeser, Autumn Lee
Authorization Amount: \$20,000.00
Authorization Previously Billed: \$1,760.00
Authorization Billed to Date: \$8,400.00
Current Invoice Due: \$6,640.00
For Period Ending: November 13, 2020

email invoice to: Doug Pike (dpike@mnsengineers.com)

INVOICE

Invoice Number

1735684

Project Number

184031368

Top Task 201

Determine the flows&strength of commercial & residential wastewater loading to determine capacity of collection system and package plant treatment facilities.

Low Task 201.001

Determine the flows&strength of commercial & residential wastewater loading to determine capacity of collection system and package plant treatment facilities.

Professional Services

Category/Employee

Category/Employee	Date	Hours	Rate	Current Amount
Devries, Andrew Anil	2020-11-06	2.00	185.00	370.00
		2.00		370.00
Glaeser, Autumn Lee	2020-11-05	2.00	209.00	418.00
		2.00		418.00
Zukowski, Jonathan Thomas (Jonny)	2020-10-19	5.50	176.00	968.00
Zukowski, Jonathan Thomas (Jonny)	2020-10-20	4.25	176.00	748.00
Zukowski, Jonathan Thomas (Jonny)	2020-10-21	5.50	176.00	968.00
Zukowski, Jonathan Thomas (Jonny)	2020-10-27	7.00	176.00	1,232.00
Zukowski, Jonathan Thomas (Jonny)	2020-10-28	7.50	176.00	1,320.00
Zukowski, Jonathan Thomas (Jonny)	2020-10-30	3.50	176.00	616.00
		33.25		5,852.00
Professional Services Subtotal		37.25		6,640.00

Low Task 201.001 Subtotal

6,640.00

Top Task 201 Total

6,640.00

Total Fees & Disbursements

\$6,640.00

INVOICE TOTAL (USD)

\$6,640.00

From: [Greg Jaquez](#)
To: [Doug Pike](#)
Subject: WRF Planning Grant for LOCS D
Date: Monday, January 11, 2021 2:29:28 PM

Doug,

As discussed, I agree a budget approval of up to \$5,000 would be prudent in anticipation LOCS D hears positive news from the State Water Resources Control Board on the WRF Planning Grant. The District should be prepared to respond to questions about the application, the work plan, and requests for information. The budget would be anticipated to address various tasks including, but not limited to, the following:

- Written clarifications regarding the application and/or work plan
- Processing a grant agreement
- Managing the grant for reimbursement
- Document control

Please let me know if there is any additional information you need from me.

Greg Jaquez, PE

*Principal Project Manager
Government Services Division*

MNS Engineers, Inc.

3350 Shelby Street, Suite 370 / Ontario, CA 91761
Direct (323) 484-5737
Mobile (323) 797-1498



LOS OLIVOS COMMUNITY SERVICES DISTRICT
ON-SITE WASTEWATER TREATMENT SYSTEM REQUIREMENTS

January 2021

DRAFT

LOS OLIVOS CSD ON-SITE WASTEWATER TREATMENT SYSTEM REQUIREMENTS

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 - I. Compliance with County and Regional Water Quality Control Requirements
 - II. Groundwater Quality Improvement
 - III. Facilitate Residential Transition from Septic to Sewer
- B. ON-SITE WASTEWATER TREATMENT SYSTEM REQUIREMENTS
 - I. Background/Introduction
 - II. State Policy
 - III. Santa Barbara County Local Agency Management Plan
 - IV. Requirements for Existing OWTS
 - V. Requirements for OWTS Repairs
 - VI. Requirements for OWTS Modifications
 - VII. Requirements for New OWTS
- C. LOS OLIVOS COMMUNITY SERVICES DISTRICT ROLE AND RESPONSIBILITIES
 - I. CSD Formation
 - II. Centralized Collection and Treatment Facilities
 - III. Special Problem Area Designation
 - IV. Community Education

A. PURPOSE AND GOALS OF THIS REQUIREMENTS DOCUMENT

- I. Compliance with County and Regional Water Quality Control Requirements: The purpose of this document is to explain and interpret State and County OWTS requirements so residential property owners can maintain their existing OWTS. Proper maintenance will maximize the useful lifetime hopefully until such time as the centralized wastewater collection system become available. This document cannot eliminate existing requirement or change them in any way.
- II. Groundwater Quality Improvement
Los Olivos designated as a Special Problem Area in 1974.

In 2010, EHS released a report entitled the Los Olivos Wastewater Management Plan as a potential tool to address wastewater issues in Los Olivos. The report included a brief summary of ground water monitoring in Los Olivos.

- a. In 1977, the Co of Santa Barbara initiated a focused testing program of 10 wells. These same wells were tested again in 1980. Average nitrate concentration in the 10 wells in 1977 was 20.4 ppm. Average nitrate concentration in 1980 was 24.3 ppm.
- b. The Santa Ynez River Water Conservation District ID#1 (ID1) provides drinking water to Santa Ynez, Ballard and Los Olivos. ID1 has a number of wells in and around the Los Olivos SPA. While these are deep wells, monitoring results dating from 1987 reveal nitrate concentrations well below the MCL but they indicate a slight upward trend. Samples from ID1's Well #6 had 4 ppm nitrates in 1987 rising to 7 ppm in 2006. Well #7 showed nitrate levels at about 5ppm in 1987 and 13 ppm in 2006.

The purpose of the Los Olivos Wastewater Reclamation Program (the Program) is to provide economically viable wastewater treatment and reclamation solutions to the residents and property owners within the District that meets public health needs and the regulatory requirements of the Regional Water Quality Board (RWQCB). This includes the construction and operation of a centralized wastewater collection system and treatment facilities as well as ensuring that OWTS in the CSD jurisdiction are operating as designed and that necessary repairs and maintenance are provided.

There are a large number of small to very small lots in the Los Olivos Commercial Core, an area of high OWTS density and historic records of numerous system failures. These factors contribute to groundwater impacts from nitrate migration from OWTS. Therefore, the Commercial Core area has been selected as the location for the initial phase (Phase I) under this Program due to the afore mentioned OWTS density as well as the high use (volume) and nitrate loading. The "downtown" area has been recommended for action in multiple reports specific to OWTS impacts in Los Olivos.

Due to a lack of dedicated monitoring wells, the Water Quality Monitoring element of the Santa Barbara County Local Agency Management Program includes using analytical

results from the water quality monitoring completed by public and private water systems operating in various parts of the county. As part of this water quality monitoring component, the LAMP utilizes data obtained from ID1's wells number 5 and 7.

A second component of the LOCSD Program is to develop and implement a Groundwater Monitoring Program (GMP). Part of the GMP will entail the siting and installation of a dedicated monitoring well. The goals of the GMP are to establish the existing groundwater conditions and to track any changes over time. The GMP will be developed with input from EHS and the Central Coast Regional Water Quality Control Board.

Should the GMP indicate that the installation of the sewer with its corresponding decrease in nitrate loading result in an improvement in groundwater quality, it might buttress any effort by the LOCSD to remove the SPA designation from its jurisdiction. This issue is discussed further later in this document.

III. Facilitate Residential Transition from Septic to Sewer

During the planning stage for the wastewater treatment plant, the priority of the LOCSD should be to educate and assist its constituents with maintaining the existing OWTS. This will assure that the existing OWTS will last as long as possible. The reason for this is that without a firm date for the installation of the wastewater treatment system and associated collection system, it is unlikely that any exceptions or waivers to the existing regulations would be granted by either Santa Barbara County Environmental Health Services or the Central Coast Regional Water Quality Control Board. If there was a dispersal field failure or an increase in wastewater flow supplemental treatment would need to be installed. To avoid these expensive installations, it is imperative that the LOCSD get to the construction phase as quickly as possible because most of the OWTS within the LOCSD boundary would be considered substandard and are beyond their designed lifetime. Once in the construction phase it is much more likely that regulatory exceptions and waivers could be granted.

B. ON-SITE WASTEWATER SYSTEM REQUIREMENTS

I Background/Intro

1. State Water Resources Control Board (SWRCB) authority over discharges that could affect water quality extend to discharges from on-site wastewater treatments systems (OWTS) or septic systems.
2. In June 2012, the SWRCB adopted the Water Quality Control Policy for the Siting, Design, Operation and Maintenance of OWTS (Policy).
3. The Policy became effective in May 2013 and for the first time established state wide standards for OWTS.

II State Policy

1. Risk Based, tiered approach.
2. Tier 1 (T1) establishes the minimum standards for low-risk new or replacement OWTS.
3. Tier 2 (T2) allows local agencies to develop customized plans that address the specific conditions of that particular jurisdiction. Referred to as Local Agency Management Plans (LAMP). Must be equally protective of water resources as the T1 standards.
4. Tier 3 (T3) are special enhanced standards for OWTS located near impacted bodies of water.

III Santa Barbara County Local Agency Management Plan

1. Approved by the Central Coast Regional Water Quality Control Board (CCRWQCB) in Nov 2014. Became effective in January 2015.
2. Generally confirms to the T1 standards unless specifically addressed in the LAMP or County Code.
3. Regulates wastewater flows up to 10,000 gpd.
4. Applicable only to unincorporated areas of the county unless an approved agreement between the county and city extends the county authority within the city's jurisdiction.

IV Requirements for Existing OWTS

1. Systems functioning properly will not be required to undergo replacement or major remedial actions under LAMP requirements as long as they continue to function properly without increases in wastewater flow. If the RWQCB makes a finding that groundwater is being negatively impacted by the use of OWTS, then under Tier 3 of the State OWTS Policy all OWTS that are within a designated area are subject to being retrofitted to mitigate groundwater degradation.

2. Voluntary maintenance program continues. Systems should be inspected and services every 3-5 yrs. Reports of inspection and service are required to be sent to EHS by the contract pumper/maintenance contractor.

V Requirements for OWTS Repairs

1. Hollow seepage pits are to be filled or abandoned upon discovery.
2. Deteriorated or severely damaged tanks to be repaired or replaced. It is possible that the contractor pumping or otherwise maintaining the system may indicate this is the case. The property owner can get a second opinion from an approved contractor or engineer and discuss with EHS staff as to the necessity and timing of a tank replacement. The resident can get additional opinions from a qualified contractor, engineer or wastewater professional. Also, the resident can use good judgement in cooperation with the County regarding timing of repairs or replacement.
3. Failed dispersal fields are required to be replaced with a new field that meets current standards. Residents of Los Olivos should communicate with the County Environmental Health Services Division on all options prior to replacement to avoid, if possible unnecessary duplicate costs for wastewater treatment considering pending arrival of a centralized sewer system
4. All work to be completed by a qualified contractor under permit and inspection by EHS.
5. In all cases of potential major repair, the CSD is willing to assist in communicating with the County.

VI Requirements for OWTS Modifications

1. Required when structure(s) served by the OWTS are remodeled or expanded in a manner that increases flow to the system. Such as adding bedrooms or fixture units
2. Modification may also be required if improvements to the property would intrude upon the physical location of the OWTS.

VII Requirements for New OWTS

1. Site/soil evaluation, effluent application rate, setback to ground and surface water. There are a number of mandatory minimum setbacks, both vertical and horizontal within the regulations that govern the placement of OWTS. All the applicable setbacks must be met prior to issuance of any construction permit. If the setbacks cannot be met, then the regulatory agency is required to deny the construction permit. Additionally, peak design flow of wastewater and percolation testing must be analyzed to assure adequate sizing of the OWTS.
2. When conditions do not allow for the use of a standard OWTS, supplemental treatment is required. Supplemental Treatment requires an operating permit with specified conditions for operation and maintenance.

VIII Supplemental Treatment for New or Replacement Systems

1. Chapter 18C of the County Code specifies when Supplemental Treatment is required.
2. Supplemental Treatment required in designated Special Problem Areas (SPA) due to OWTS treatment and dispersal constraints.
3. Supplemental Treatment in an SPA is required primarily when an existing OWTS can no longer meet minimum standards to serve a proposed project and or when the existing OWTS has failed as defined in Chapter 18C of County Code.
4. See the section in this document regarding the Los Olivos Area Special Problem Area (SPA) designation for more information.

DRAFT

LOS OLIVOS COMMUNITY SERVICES DISTRICT ROLE AND RESPONSIBILITIES

I. CSD Formation

1. As a result of the adoption of the LAMP and the associated requirements for the use of OWTS in a SPA, the community of Los Olivos formed a Community Services District (LOCSD).
2. Goals of the CSD include:
 - a. Design and construct centralized wastewater collection and treatment facilities to serve the entire community. Initially focused on “commercial” district.
 - b. Remove the SPA designation for the LOCSD area of jurisdiction. Effort to include the development of a Groundwater Monitoring Program.
 - c. Initiate a public education campaign to guide/assist property owners as the community transitions for the use of OWTS to the sewer.

II. Centralized Collection and Treatment Facilities

1. Several engineering reports funded by both EHS and the LOCSD have studied potential collection and treatment options including cost considerations. The final decision on the various options will be made by the LOCSD.
2. Construction will be completed in phases and will initially focus on the “downtown” commercial core.
3. The second phase will extend the sewer to service the residential lots.

III. Special Problem Area Designation

1. Removal of SPA designation requires action by the SBC Board of Supervisors.
2. County Planning and Development would have to request the County Board of Supervisors to remove any properties within the designated Special Problems Area with concurrence of Environmental Health Services and the Regional Water Quality Control Board.
3. Removal of this designation is a priority of the CSD. Removal of this designation would occur as a result of demonstrated improvement of water quality within the District Boundaries. The CSD will be implementing a Groundwater Monitoring Program in coordination with the completion of Phase 1 of the project. The results of on-going monitoring (sampling and modeling) will be the key to removal of this designation. This monitoring will also assist in determining the timing and prioritization of successive Phases in providing centralized collection and treatment of wastewater to the residential areas of the District.

IV. Community Education

1. Requirements during transition period will require consultation with EHS and CCRWQCB.

2. Most frequently asked questions include:
 - a. Tank repair/replacement. Essentially tank must be structurally sound and watertight. Certain repairs of deteriorated tanks are possible. If repairs are not possible and replacement is necessary, the replacement of a tank does not trigger the requirement to install supplemental treatment.
 - b. If the dispersal filed fails (as defined) chapter 18C of the county code requires that supplemental treatment be installed. In the past EHS has expressed that they would be flexible with this requirement if connection to the sewer is imminent. In general, this was explained that if construction of the sewer was underway, then EHS would work with the property owner to keep the existing OWTS operating until connection to the sewer was made. However, if the centralized system was still only in the planning stages, the installation of supplemental treatment would be required. Further consultation with EHS on this matter is necessary.
 - c. Is connection to the sewer, once installed, required? Moving from OWTS to the sewer was pursued because of the poor conditions for the use of OWTS in LO. However final connections requirements will be made by the LOCSD. While connecting the commercial district and the small township residential properties is a primary goal of the LOCS. However, larger parcels of multiple acres on which it is possible to construct an OWTS that meets current standards, may have the option of connecting or continuing to utilize on site treatment.

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



DRAFT

January 13, 2021

Matt Young
Eastern Management Area GSA
Santa Ynez River Valley Groundwater Basin GSA
3669 Sagunto St, Suite 101, Santa Ynez Ca 93460

Telephone (805) 693-1156

SUBJECT: Comments to Draft Document Santa Ynez River Valley Groundwater Basin – Eastern Management Area Groundwater Sustainability Plan DRAFT Section 3 – Basin Setting: HCM & Groundwater Conditions

Thank you for the opportunity to comment on the Draft document cited above. Please accept these comments in context of this document and others in final draft form being prepared for the GSA.

The Los Olivos CSD is a recently formed Independent Special District with the goal to improve groundwater quality in the aquifer under the Los Olivos Special Problem Area. The principle means in effecting this improvement will be by converting septic to sewer this urbanized area of the basin. Included in this plan is the sampling and modeling of the groundwater throughout the gradient flows through the district boundaries.

We have hired GSI to assist us in the development of a Groundwater Monitoring Plan. We know that the shallow groundwater basin is impaired up-gradient (Nitrates), as well as down-gradient, so a competent model with regular groundwater testing will be required before the new WWTP and collection system is built.

As the Eastern Management Area GSA develops a modeling strategy and finalizes the Management Plan, we believe it is important to consider it important that we become partners in our focused modeling efforts, and that the shallow and deep groundwater basins, one used by local farmers and residents, and the other by SYRWCD-ID1, both be considered in the areas designated as Special Problem Areas by the County of Santa Barbara and the Regional Water Quality Control Board.

We also believe it would be beneficial to the local and broader communities down-gradient. This is a Health and Safety Issue regarding the modeling efforts and partnership of our District with the GSA that could have significant benefit to the long term health of the Basin.

Thank you for your support of the Los Olivos CSD and our efforts to resolve ground water quality issues through developing an appropriate technical solution for our Modeling and sewerage needs. If you have any questions, please contact me at (805) 331-3553 (or dpikem@mnsengineers.com.) or Lisa Palmer, District President at (805) 680-2336 (or lisa@lpalmerconsulting.com).

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 946-0431
losolivoscscd@gmail.com, www.losolivoscscd.com

Sincerely,
Los Olivos CSD

Douglas Pike
Interim General Manager

Analysis of Offers



PROPOSAL RECEIVED:

- By Telephone
- In Writing
- Via E-Mail

Proposal Due Date:

01/13/21

Approval Contracts:

LOCSO Tech Committee

Completed by:

Technical Committee

REQUIRED TO BE COMPLETED FOR ANY PROCUREMENT IN EXCESS OF \$10,000

				NAME OF PROPOSERS / PROPOSAL PRICES							
Subcontractor Selected: _____				UPC		Water Consultancy		Stantec			
PSA #: _____											
PSO #: _____											
				Proposal Date: 12/20/20		Proposal Date: 12/20/20		Proposal Date: Declined on 12/17/2020		Proposal Date:	
ITEM #	QTY	U/M	Description of Services / Supplies	Possible	Score	Possible	Score	Possible	Score	Possible	Score
1			Overall Responsiveness & Qualifications	50		50		50			
2			Proposal Budget Proposed	50		50		50			
3			Proposal Budget Proposed	\$4,800		\$13,920		\$5,500			
4											
5											
6											
7											
8											
9											
10											
TOTAL PROPOSAL SCORE				0		0		0		0	

OTHER REQUIRED INFORMATION

COMPETITIVE / NON-COMPETITIVE (Choose 1)	REASON FOR SELECTION: (Choose 1)	PRICE JUSTIFICATION:
<input checked="" type="checkbox"/> 1. Competitive Award	<input checked="" type="checkbox"/> 1. Lowest Priced Proposal	<input type="checkbox"/> 1. Competitive Lowest Priced Proposal
<input type="checkbox"/> 2. Single Source (Use Sole Source Justification Tab):*	<input checked="" type="checkbox"/> 2. Lowest Proposal Satisfying Tech. Req.	<input checked="" type="checkbox"/> 2. Proposal Analysis *
<input checked="" type="checkbox"/> 3. Qualifications Based Selection	<input type="checkbox"/> 3. Lowest Proposal Satisfying Del. Req.	<input type="checkbox"/> 3. Comparison with Prior Proposals (give project name in remarks)
	<input type="checkbox"/> 4. Ordered From BPA/MSA	<input type="checkbox"/> 4. Engineering Estimate (give rationale in remarks)*

***Attach Required Information / Justification / Bids / Network location**

REMARKS:

This is a qualifications AND proposed compensation based review and selection. An estimated pricing was provided but is not the sole criteria for selection.

Three RFP's were sent with 3 qualified Responses.

All proposals are generally responsive and reference the scope document, and include a proposed budget. Most of the proposed staff assigned are local and are known to the IGM and Director O'Neill as competent and capable.

A scoring criteria of 100 points possible is the basis for selection.

From: [David Swenk](#)
To: [Brian Tetley](#); [Doug Pike](#)
Subject: Re: Invitation to propose from the Los Olivos CSD
Date: Monday, January 11, 2021 12:29:59 PM
Attachments: [image001.png](#)

Thanks Brian, Doug we would propose providing for services to conduct a feasibility analysis for site selection on the Los Olivos project for \$4,800.

Sent from David Swenk's Cell (805) 714-1422

On Jan 11, 2021, at 12:00 PM, Brian Tetley
<btetley@urbanplanningconcepts.com> wrote:

Hi David,

The SOW seems reasonable for the project estimate...

[Brian A. Tetley, AICP](#)
<[image001.png](#)>

Senior Planner
2624 Airpark Drive
Santa Maria, CA 93455
(805) 934-5760

During the COVID-19 Crisis the best way to reach me is through email or my cell phone number: (805) 276-4692. Thank you and stay safe!

From: David Swenk <david@urbanplanningconcepts.com>
Sent: Monday, January 11, 2021 10:30 AM
To: Brian Tetley <btetley@urbanplanningconcepts.com>
Subject: FW: Invitation to propose from the Los Olivos CSD

From: Doug Pike <dpike@mnsengineers.com>
Sent: Monday, January 11, 2021 10:29 AM
To: David Swenk <david@urbanplanningconcepts.com>
Subject: FW: Invitation to propose from the Los Olivos CSD

Dave,

Just a reminder of the scope of work invitation below.

Thanks!

Doug

Doug Pike, PE

Interim General Manager

Los Olivos CSD

PO BOX 345, LOS OLIVOS CA 93441

(805) 500-4098

MNS Engineers, Inc.

201 Industrial Way, Ste A / Buellton, CA 93427

Direct (805) 697-1416 / Cell (805) 331-3553 (preferred)

dpike@mnsengineers.com

From: Doug Pike

Sent: Wednesday, December 23, 2020 12:42 PM

To: David Swenk (David@urbanplanningconcepts.com)

<David@urbanplanningconcepts.com>

Subject: Invitation to propose from the Los Olivos CSD

Hi Dave,

Merry Christmas! We are looking to step back and do a Desk Top (Abbreviated) study to look at possible additional siting locations for our WWT Package plant. This email is to see if you are interested in this task. I can greatly facilitate this and provide detailed direction, but the scope is basically as attached.

If interested you are invited to prepare a simple letter proposal with a T&M budget.

Thanks, and let me know your thoughts.

Best,

Doug Pike, PE

Interim General Manager

Los Olivos CSD

PO BOX 345, LOS OLIVOS CA 93441

(805) 500-4098

MNS Engineers, Inc.

201 Industrial Way, Ste A / Buellton, CA 93427

Direct (805) 697-1416 / Cell (805) 331-3553 (preferred)

dpike@mnsengineers.com

December 30,2020

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

Subject: Proposal for Consulting Services
Desktop Siting Study for Possible Alternative Locations for a Proposed Wastewater Treatment Plant

Dear Mr. Pike:

In response to your request, Water Consultancy (WC) is pleased to submit this proposal to the Los Olivos Community Services District (District) to conduct a desktop siting study to identify possible alternative locations for the District's proposed package wastewater treatment plant. As you are aware WC is currently assisting the District with assessment engineering services and we have performed numerous siting studies for wells, pump stations, treatment plants and landfills.

Based on the scope of work provided, we understand that the District desires to identify possible alternative locations of at least ½ acre for its proposed package wastewater treatment plant. Accordingly, the primary objective of this initial evaluation is the identify potential locations, the characteristics of the alternative sites, and estimated land costs. Sites within the District and within one mile of the District will be considered. Subsequent input of the District's geotechnical/hydrogeologist and environmental consultants will be added later.

Scope of Services

WC will prepare the siting study based on review of information provided by the District, discussions with District staff, and desired site criteria.

The proposed scope of services to prepare the study is described briefly below.

Task 1: Collect and Review Available Background Information

This task includes review of available background information to be provided by the District, including planning and design documents.

Mr. Doug Pike
Los Olivos Community Services District
December 30, 2020
Page 2

Task 2: Recommend Desired Site Criteria

Based on our knowledge of wastewater treatment facilities and in consultation with District staff, we will develop a list of desired site criteria for possible wastewater treatment sites. Criteria could include site size, proximity to suitable disposal locations, proximity to the wastewater collection system, proximity to supporting utilities, distance to neighboring residences, requirement for one or more pump stations, site topography, and other site challenges.

Task 3: Identify Potential Sites

In this task, WC will utilize desktop tools such as assessor parcel maps, Google Maps, and discussions with District staff to identify and screen possible sites. Sites will be identified as unused road right-of-way, vacant lots, open farm land, or other categories of site characteristics.

Task 4: Prepare Requested Exhibits

In this task, WC will prepare the requested exhibits; one of the possible sites within the District and one of the possible sites within one mile of the District.

Task 5: Prepare a Summary Memorandum with Exhibits

Based on the results of the previous tasks, WC will prepare a summary memorandum describing the criteria and methodology utilized, and the results of the evaluation. The exhibits will be included in the memorandum. A draft memorandum will be submitted to the District for review. After incorporating District comments, a final

Project Deliverables

An electronic copy of the draft and final summary memoranda will be submitted to the District as the project deliverables.

Schedule

WC proposes to prepare the draft summary memorandum within 45 calendar days of the notice to proceed and prepare the final summary memorandum within 14 days of receipt of comments.

Proposed Compensation

We propose that compensation for our services be on a time and expense reimbursement basis in accordance with our Schedule of Charges dated 1 July 2020. Based on our estimate of services required, we propose a budget of \$13,920. A breakdown of our proposed budget and schedule of charges are presented below.

Mr. Doug Pike
 Los Olivos Community Services District
 December 30, 2020
 Page 3

Breakdown of Proposed Budget

Task Description	Estimated Hours	Estimated Fee
1. Background Information	4	\$1,160
2. Desired Site Criteria	4	\$1,160
3. Potential Sites	16	\$4,640
4. Requested Exhibits	16	\$4,640
5. Summary Memorandum	8	\$2,320
Proposed Budget		\$13,920

Schedule of Charges

Date: July 1, 2020

Classification	Hourly Rate
Principal	\$290
Senior Associate.....	\$245
Associate.....	\$175
Research Assistant.....	\$140
Administrative Assistant.....	\$85

Terms and Conditions

For the purpose of this proposal, WC assumes that the District will utilize its standard agreement for the services performed under this proposal.

We appreciate the opportunity to provide these consulting services to the District and look forward to working together on this assignment. Please contact me if you have any questions or need additional information.

Mr. Doug Pike
Los Olivos Community Services District
December 30, 2020
Page 4

Very truly yours,

WATER CONSULTANCY, INC.



Lynn M. Takaichi
Principal



Stantec Consulting Services Inc.
111 E. Victoria Street
Santa Barbara, CA 93101

December 3, 2020

File: 184031368

Attention: Mr. Douglas Pike

Los Olivos Community Service District
Interim General Manager
PO Box 345
Los Olivos, CA 93441

Reference: Request for Budget Proposal, Los Olivos Community Service District Project Design Services – Task Order No. 2

Dear Mr. Pike,

Project Understanding

Los Olivos Community Service District (District) has requested for a final scope and budget for the Task Order No. 2: Preliminary Siting Study for Wastewater Treatment Package Plant.

Siting Study for Wastewater Treatment Package Plant

This study will provide possible locations for the Wastewater Treatment Package Plant for review by the District.

Task Order No. 2 Subtasks:

1. Prepare two exhibits:
 - a. Possible sites within the district Boundary
 - b. Possible sites withing a one-mile distance of the District
 - c. Size criteria: approximately ½ acre with minimum dimensions 150' x 100' wide

Stantec will review feasible sites including but not limited to road right-of-way that may not be used, vacant lots, open/agricultural land where a portion could be subdivided and purchased. During our review we will review the layout and consider the number of lift stations needed based on previous work performed under task No. 1, special challenges such as access issues for construction and future operations, and opportunities for effluent percolation facilities nearby each site. No field testing will be performed including but not limited to infiltration rate evaluation, therefore no this study will not include determination of percolation feasibly and requirements as part of this task.

December 3, 2020

Mr. Pike

Page 2 of 3

Reference: Request for Budget Proposal, Los Olivos CSD Project Design Services – Task Order No. 2

We understand the District has a local realtor that will assist with land cost data for each site. The District will coordinate with their geotechnical and groundwater hydrogeologist, and environmental consultants at a later date and are not included in this task order.

Deliverables:

1. Two (2) 8 1/2 x 11 exhibits showing potential sites
2. Land costs with assistance from a local realtor and the District.

Proposed Fee

Based on our understanding of your requirements and our experience with similar projects, we estimate that the fee required for our services will be approximately as follows:

Task Order No. 2 \$5,500

Our charges will not exceed the above fee estimate without your prior authorization. Stantec reserves the right to reallocate budget between the tasks if necessary, provided the overall total is not exceeded.

We have estimated the cost of our services based on our understanding at this time of the scope and complexity of the work. During the performance of our services, the need for additional or expanded services may be determined. We will make every reasonable effort to keep you informed of our progress and costs incurred.

As we are all aware, we are all working in unprecedented times as a result of the COVID-19 pandemic. The situation is a very fluid one. Our proposal is based on what we understand as of today, but may change as conditions change. We would be pleased to have a further discussion with you to share our respective plans and efforts to help manage and mitigate the impact of this evolving situation on your proposed project.

Authorization to Proceed

Should you require additional information or wish to discuss this work authorization further, please give me a call at (805) 285-9093. If this work authorization is satisfactory, please provide us written authorization to proceed by signing on the below signature line. This work shall conform to the terms and conditions of the Professional Services Agreement.

December 3, 2020

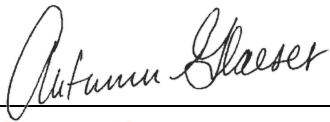
Mr. Pike

Page 3 of 3

Reference: Request for Budget Proposal, Los Olivos CSD Project Design Services – Task Order No. 2

Regards,

Stantec Consulting Services Inc.



Autumn Glaeser, PE
Project Manager
805-285-9093
Autumn.Glaeser@Stantec.com



Venu Kolli, PE
Principal-In-Charge
626-568-6073
Venu.Kolli@Stantec.com

Attachment: n/a

c.

From: [Linda Palmquist](#)
To: [Doug Pike](#)
Cc: [Greg Jaquez](#)
Subject: FW: FFAST: PIN 47250 Submitted for Water Recycling Funding Program - Planning Grant Application
Date: Thursday, December 24, 2020 10:44:04 AM

Good morning, Doug and Greg. Here is the FFAST Submittal Confirmation. Congrats!

Have a very Merry Christmas!

Linda Palmquist, PE

Program Coordinator

MNS Engineers, Inc.

From: FFAST_ADMIN@waterboards.ca.gov <FFAST_ADMIN@waterboards.ca.gov>
Sent: Thursday, December 24, 2020 10:40 AM
To: Linda Palmquist <lpalmquist@mnsengineers.com>
Subject: FFAST: PIN 47250 Submitted for Water Recycling Funding Program - Planning Grant Application

An application on behalf of *Los Olivos Community Services District* was submitted for Water Recycling Funding Program - Planning Grant Application via the [Financial Assistance Application Submittal Tool \(FFAST\)](#) on 12/24/2020 10:39:32 AM. To view the submitted application, log onto the FFAST, then click on the "Submitted Applications" hyperlink on the Main Menu, then search for **PIN 47250**.

PIN: 47250

Organization: Los Olivos Community Services District

Project Title: Los Olivos Wastewater Reclamation Program

For assistance, please email the FFAST Help Desk at FFAST_Admin@waterboards.ca.gov or call 1-866-434-1083 during business hours (Monday - Friday, 8:00 AM - 5:00 PM).

From: [Greg Jaquez](#)
To: [Doug Pike](#)
Subject: WRF Planning Grant for LOCS
Date: Monday, January 11, 2021 2:29:28 PM

Doug,

As discussed, I agree a budget approval of up to \$5,000 would be prudent in anticipation LOCS hears positive news from the State Water Resources Control Board on the WRF Planning Grant. The District should be prepared to respond to questions about the application, the work plan, and requests for information. The budget would be anticipated to address various tasks including, but not limited to, the following:

- Written clarifications regarding the application and/or work plan
- Processing a grant agreement
- Managing the grant for reimbursement
- Document control

Please let me know if there is any additional information you need from me.

Greg Jaquez, PE

*Principal Project Manager
Government Services Division*

MNS Engineers, Inc.

3350 Shelby Street, Suite 370 / Ontario, CA 91761
Direct (323) 484-5737
Mobile (323) 797-1498

Analysis of Offers



PROPOSAL RECEIVED:

- By Telephone
- In Writing
- Via E-Mail

Proposal Due Date: 12/21/20

Approval Contracts: LOCSO Tech Committee

Completed by: Technical Committee

REQUIRED TO BE COMPLETED FOR ANY PROCUREMENT IN EXCESS OF \$10,000

				NAME OF PROPOSERS / PROPOSAL PRICES							
Subcontractor Selected: _____				UPC		Rincon		Stantec			
PSA #: _____											
PSO #: _____											
				Proposal Date: 12/20/20	Proposal Date: 12/20/20	Proposal Date: Declined on 12/17/2020	Proposal Date:				
ITEM #	QTY	U/M	Description of Services / Supplies	Possible	Score	Possible	Score				
1			Overall Responsiveness to SOQ	10		10					
2			Project Scope Understanding and Approach	25		25					
3			Related Experience	25		25					
4			Procect Team	20		20					
5			Level of Effort	10		10					
6			Schedule	10		10					
7											
8											
9											
10											
TOTAL PROPOSAL AMOUNT					\$0.00		\$0.00		\$0.00		\$0.00

OTHER REQUIRED INFORMATION

COMPETITIVE / NON-COMPETITIVE (Chose 1)	REASON FOR SELECTION: (Choose 1)	PRICE JUSTIFICATION:
<input checked="" type="checkbox"/> 1. Competitive Award	<input checked="" type="checkbox"/> 1. Lowest Priced Proposal	<input type="checkbox"/> 1. Competitive Lowest Priced Proposal
<input type="checkbox"/> 2. Single Source (Use Sole Source Justification Tab):*	<input type="checkbox"/> 2. Lowest Proposal Satisfying Tech. Req.	<input checked="" type="checkbox"/> 2. Proposal Analysis *
<input checked="" type="checkbox"/> 3. Qualifications Based Selection	<input type="checkbox"/> 3. Lowest Proposal Satisfying Del. Req.	<input type="checkbox"/> 3. Comparison with Prior Proposals (give project name in remarks)
	<input type="checkbox"/> 4. Ordered From BPA/MSA	<input type="checkbox"/> 4. Engineering Estimate (give rationale in remarks)*

***Attach Required Information / Justification / Bids / Network location**

REMARKS:

This is a qualifications based review and selection. Estimated pricing was provided but scope has not been finalized in order to perform a cost based selection.

Three RFP's were sent with 2 qualified Responses. One decided not to provide a bid

Stantec chose not to propose. Stantec cited workload concerns

The UPC and Rincon proposal/submittals are responsive and include a competitive fee schedule. Most of the proposed staff assigned are local (Santa Maria or San Luis Obispo) and are known to the IGM and Director O'Neill as competent and capable.

1. Overall Responsiveness 10
2. Project SCoPe Understanding and Approach 25
3. Related Experience 25
4. Project Team 20
5. Level of Effort 10
6. Schedule 10
7. Total 100

December 16, 2020

Doug Pike
Los Olivos CSD
PO Box 345
Los Olivos, CA 93441

Re: Response to Request for Qualifications –
Los Olivos Wastewater Reclamation Program.

Dear Mr. Pike,

We are pleased to provide our summary of qualifications in response to the request for qualifications (RFQ) for Planning and Permitting Services for the Los Olivos Wastewater Reclamation Project. You will find our firm is uniquely qualified to assist the District with the tasks outlined in the RFQ.

Introduction

Urban Planning Concepts, Inc. (UPC) was founded in 1987 to meet the ever-increasing challenges of today's land use planning process. UPC is a multi-disciplinary land use planning firm specializing in urban and rural planning, design, and environmental analysis. UPC has become a leading land use planning firm throughout Santa Barbara and San Luis Obispo Counties. We pride ourselves on our knowledge and experience, customer service, and integrity. As a result, we have maintained many of the same clients since the company's inception.

UPC has compiled an experienced, creative, and professional team providing a comprehensive, timely, integrated, and cost-effective approach for today's land use issues. Our firm consists of principal level and senior level planners, all with substantial experience in land planning from both the private and public sectors. Many of our planners are professionally accredited through the American Planning Association and participate in ongoing education. Collectively, UPC has over 100 years of planning experience in Santa Barbara County.

From processing large master planned developments to construction plans and permits, our firm assists clients from initial concepts to completion of a project. We work with multi-disciplinary teams to process projects to approval and through construction. Our collaborative

project management approach works to keep projects on schedule and within budget while working through the challenging permit review process.

As the project representative for most projects we work on, UPC commonly serves as the primary point of contact for public inquiries and has led numerous community meetings presenting information on often highly technical issues.

UPC regularly engages with state and federal environmental and resource agencies including the US Fish and Wildlife Service and California Department of Fish and Wildlife. UPC commonly works on projects involving federally listed species (including the California Tiger Salamander and California Red-Legged Frog) and have been instrumental in reaching consensus-based mitigation and agreements. We have worked on numerous habit conservation plans and have developed productive working relationships with the federal and state endangered species recovery staff.

Our staff are fully experienced in the CEQA/NEPA process having successfully prepared and processed many environmental documents from Notices of Exemptions, Initial Studies and Mitigated Negative Declarations to full Environmental Impact Reports. The primary staff selected for this project were all former senior planner level employees with the County of Santa Barbara and are fully experienced in county processing requirements. UPC staff are also fully experienced in state and federal permitting requirements and maintain excellent rapport with the regulatory agencies. UPC has successfully processed applications from stream bed alteration agreements to full 404/401 applications.

Experience with City of Santa Maria

UPC has decades of experience with all facets of planning and development within the City of Santa Maria. Our experience ranges from residential, commercial, industrial, aviation, and agricultural projects. We have processed projects from small parcel maps to master planned communities. Our in-depth understanding of the City's development standards, environmental review procedures, and permit processing procedures enables us to move projects successfully to approval and ultimately construction.

UPC has actively processed many Specific Plan applications through the City of Santa Maria. Examples include Enos Ranchos, Area 9 (Windset Farms), Mahoney Ranch, Blosser Southeast and Blosser Southwest Specific Plans, Downtown Specific Plan, and the Airport Business Park Specific Plan. UPC has been providing regulatory and policy input on City planning documents for decades. UPC is currently participating in the City's General Plan Update task force.

UPC was selected to serve as Project Planner for the City's Los Flores Integrated Solid Waste facility. UPC assisted in site constraints and feasibility analysis, the environmental permitting process, and public participation process.

Experience with Santa Maria Airport District and Business Park Specific Plan

UPC was first hired in 2003 to update the Airport Research Park Specific Plan (Arries, 1998). The plan was renamed the Business Park Specific Plan and included the conceptual backbone circulation and infrastructure plans, conceptual layout of the recreational open space, and site design requirements of the business park. UPC also assisted in the processing of the Environmental Impact Report (EIR). The Business Park Specific Plan and EIR was approved by the City Council on January 15, 2008.

In 2009, UPC was hired by the Santa Maria Airport District to process the following items:

- Tentative Tract Map and Infrastructure Phasing Plan
- Preliminary Grading and Drainage Plan
- Hydrology Report
- Planned Development Permit Design Guidelines
- Mitigation Monitoring Matrix

The above items were generated and submitted to the City early 2010. Due to issues relating to potential revisions to the golf course and requirements imposed from the U.S. Fish and Wildlife Service, the project was put on hold in 2011.

Experience with Governmental Agency Contracts

Santa Maria Valley Water Conservation District (SMVWCD): UPC through its subsidiary Rural Planning Services (RPS), has assisted the SMVWCD as their contract planner for infrastructure improvements at Twitchell Dam. RPS facilitated the permitting of US Army Corps of Engineers emergency dredging permits during the 2010 floods in an expedited fashion. Since that project, the SMVWCD has maintained a relationship with UPC to process their ongoing maintenance projects as needed through the federal and state regulatory process.

Santa Ynez Airport: UPC processed the Airport Layout Plan and Conditional Use Permit for the Santa Ynez Airport Authority through the County of Santa Barbara. This plan included all of their existing facilities and the construction of new hangars and associated grading, helicopter parking pads, paved ramps and airport perimeter fencing on the 124-acre property.

UPC served as the main liaison between the airport authority and the County of Santa Barbara. There was public opposition to the Plan by the surrounding community and UPC successfully addressed their concerns through a public involvement process. UPC finally presented the project to both the Authority Board and the County Planning Commission, successfully getting the project approved in 2012.

Atascadero Unified School District (AUSD): UPC serves as the ongoing planning consultant for the AUSD assisting district through its implementation of Measure B funding to improve facilities. UPC facilitated the processing of required permits and prepared all the necessary

environmental documents for each project. Lastly UPC represented the projects to the AUSD Board for approval.

City of Solvang: Currently Laurie Tamura is serving as the Planning consultant for the City of Solvang. She covers all aspects of the City Planning Department include public counter, reviewing and approving land use permits, preparing staff reports and presenting them to the Planning Commission and the City Council. The City of Solvang has initiated an update to their General Plan and Laurie will serve as the planning contact for the consultants hired by the city.

City of Pismo Beach: UPC was the major planning consultant assisting their Community Development Department. During this time UPC staff served as project manager on several high priority planning projects for the City including updating General Plan Elements (Circulation Element and Housing Element), updating key ordinances such as the Accessory Dwelling Ordinance, and created a new Residential Very High Density Overlay District. The majority of these projects included the writing and processing of the required CEQA documents and staff reports for the Planning Commission and City Council. Another major project was the comprehensive update to the General Plan/Local Coastal program (GP/LCP), zoning ordinance, and Environmental Impact Report. This effort included writing the request for proposals, negotiating contracts, managing the consultant team, organizing and presenting at public workshops, and leading advisory board meetings. UPC managed an existing California Coastal Commission grant and was instrumental in obtaining two separate grants totaling \$310,000 to augment the cost of the GP/LCP project.

Estimated Cost Estimate Phase I:

UPC is prepared to successfully implement Phase I of the project in order to obtain the necessary baseline information necessary to procure funding for the full environmental permitting process. Phase I consists of developing the project to first serve the commercial core. Working with the District Engineer, UPC will identify and develop all necessary information needed di order to

The tasks UPC shall complete during this investigatory phase can be accomplished with an anticipated budget of \$28,500.

UPC can also coordinator a site constraints analysis as an optional item if necessary., Should the District choose to elect this option, UPC can provide a cost estimate and timeline to complete.

It is not known at this time as to the level of permitting review that may be required. It should be noted that costs for development of any professional studies that may be needed or the required Environmental Impact Report during the full environmental permitting process are not part of this estimate. UPC can assist the District in obtaining the necessary consultants for those documents and to ensure their adequacy.

Summary:

In reviewing the criteria for your selection of an on-call planning firm, we believe that we have the expertise and experience to meet all the skills you are looking for.

Laurie Tamura has over 40 years of knowledge and understanding of the County planning process and has been a major influence in land use planning in northern Santa Barbara County. Currently she is serving as the Planning Director for the City of Solvang and is a member of the Transportation Advisory Committee for the City of Santa Maria General Plan 2040 update.

David Swenk has vast experience working with federal and state agencies maintaining solid relationships with state agencies such as CA Dept of Fish and Wildlife, Regional Water Quality Control Board, and State Lands Commission. Federal agencies include US Fish and Wildlife Service, US Army Corps of Engineers, and Bureau of Land Management. He is considered a leading consultant on the issue of endangered species and is a current member of the California Tiger Salamander recovery team for the US Fish and Wildlife Service.

Brian Tetley was a Senior Planner for 17 years with the Santa Barbara County Planning and Development Department. He worked on a diverse number of projects including project manager including lead planner on the Santa Ynez Community Plan development and adoption process. He is well versed on county regulatory practices and maintains excellent relationships with governmental agencies.

UPC has the experience necessary to assist the LOCSD through the development and regulatory process. Please contact us you have any questions on this information we have provided.

Sincerely,

A handwritten signature in cursive script that reads "Laurie Tamura". The signature is written in black ink and includes a long horizontal flourish extending to the right.

Laurie Tamura, AICP
Principal Planner

References

City of Santa Maria
Shad Springer
Director of Public Utilities
2065 E. Main Street
Santa Maria, CA 93458
(805) 925-0951 Ext. 7270

County of Santa Barbara
Public Works Department
Scott McGolpin
123 East Anapamu
Santa Barbara, CA 93101
(805) 568-3045

County of Santa Barbara
Planning and Development Division
Jeff Wilson
123 East Anapamu Street
Santa Barbara, CA 93101-2058
Phone: (805) 568-2000

The Towbes Group, Inc.
Derek Hansen
21 E. Victoria St #200
Santa Barbara, CA 93101
(805) 962-2121

Atascadero Unified School District
Stu Stoddard
4355 Potrero Way
Atascadero, CA 93422
(805) 462-4243

NKT Commercial
Nick Tompkins
684 Higuera Street,
San Luis Obispo, CA 93401

City of Santa Maria
Alice Patino, Mayor
110 E. Cook St.
Santa Maria, CA 93454
(805) 925-0951 Ext. 188

MKL Development
Craig Smith
1045 Guadalupe St.
Guadalupe, CA 93434
(805) 938-1371

Fifth District Supervisor
Steve Lavagnino
511 E. Lakeside Parkway, Ste 141
Santa Maria, CA 93455
(805)346-8400

City of Pismo Beach
Jim Lewis, City Manager
760 Mattie Road
Pismo Beach, CA 93449
(805) 773-4657

Santa Maria Water Conservation District
Daryl Souza
P.O. Box 364
Santa Maria, CA 93458
805-349-2714

Design Professionals

Cannon

Mike Cannon
1050 Southwood Drive
San Luis Obispo, CA 93401
(805) 544-7407

Wallace Group

Brad Brechwald
612 Clarion Court
San Luis Obispo, CA 93401
(805) 544-4011

Tartaglia Engineering

John Smith
7360 El Camino Real # E
Atascadero, CA 93422
(805) 466-5660

Stantec

Brianna Daniels
2646 Santa Maria Way #107
Santa Maria, CA 93455
(805) 925-2345

Bethel Engineering

Russ Garrison
2624 Airpark Drive
Santa Maria, CA 93455
(805) 934-5760

Rincon Consultants

Richard Daulton
1530 Monterey Street STE D
San Luis Obispo, CA 93401
(805) 547-0900

SCS Engineers

Nathan Eady
2370 Skyway Drive STE 101
Santa Maria, CA 93455
(805) 346-6591

AECOM

Wynter Dawson
2400 Professional Pkwy
Santa Maria, CA 93455
(805) 937-7803

SWCA

Bill Henry
1422 Monterey Street
San Luis Obispo, CA 93401
(805) 543-7095

LSA

Pam Reading
285 South Street Suite P
San Luis Obispo, CA 93401
(805) 782-0745

RRM Design Group

Lenny Grant
3765 S Higuera Street #102
San Luis Obispo, CA 93401
(805) 543-1794

PleinAire Design Group

Kevin Small
3203 Lightning Street Suite 201
Santa Maria, CA 93455
(805) 349-9695

DAVID SWENK
PRINCIPAL PLANNER

EXPERTISE: City and Regional Planning
Environmental Analysis
CEQA Compliance

EDUCATION: B.S. Forestry
Humboldt State University

M.S. Forest Hydrology
University of Kentucky



PROFESSIONAL HISTORY:

Urban Planning Concepts, Inc., 2005 to Present, Principal Planner
County of Santa Barbara, 2000 to 2005, Senior Planner
Lexington-Fayette Urban County Government¹, 1987 to 2000, County Forester

David has been involved in the profession of environmental analysis for over 17 years, most recently as a Senior Planner for Santa Barbara County Planning and Development prior to coming to Urban Planning Concepts. He was responsible for processing the most complex of cases as well as serving as the Agricultural Grading Program Manager and Forester in Planning and Development. His expertise has earned him a solid reputation in environmental planning and has served on several advisory boards including the National Urban and Community Forestry Advisory Council. David also has been recognized for pioneering the City of Lexington's environmental assessment program that has won numerous awards. David has substantial expertise in federal and state environmental regulatory compliance including the Clean Water Act, Endangered Species Act, Subdivision Map Act, State Planning and Zoning Laws, the California Environmental Quality Act (CEQA), and General Plan policies and ordinances in Santa Barbara County.

David brings considerable experience with governmental policies and strong technical skills to address the various issues important to Santa Barbara County. He is experienced in managing diverse urban and rural projects from residential subdivisions and commercial operations to agricultural production. David's experience in the areas of biology, hydrology, and agriculture also provides UPC an additional level of expertise which broadens the range of projects successfully processed by UPC.

David holds a Bachelor of Science degree in Resource Science from the University of Humboldt State, Arcata, California and a Master of Science degree in Forest Hydrology from the University of Kentucky, Lexington, Kentucky.

In addition to his service in providing quality project management for UPC, David is also an active member in the community with his involvement in the Elks, Kiwanis, and American Legion. David is also involved in promoting youth programs serving as a leader in the Boy Scouts and Righetti High School Athletic program, and has coached local youth soccer, baseball, and football teams.

LAURIE TAMURA, AICP
PRINCIPAL PLANNER



EXPERTISE: Municipal and Regional Planning
Project Management & Negotiation
Environmental Analysis

EDUCATION: B.A. Environmental Studies
University of California, Santa Barbara

PROFESSIONAL HISTORY:

Urban Planning Concepts, Inc., 1989 to Present, Principal Planner, President
Urban Planning Concepts, Inc., 1988 to 1989, Senior Planner
County of Santa Barbara, Planning Department, 1980 to 88, Planner

Mrs. Tamura became the Principal Planner of Urban Planning Concepts, Inc. (UPC) in 1989. She has a great deal of knowledge in the processing of all land use related applications, and consequently has acquired keen insight to particular issues facing the unincorporated and incorporated areas of San Luis Obispo and Santa Barbara County. Her understanding of land use issues has gained her respect and a trusted reputation within both the development community and at all levels of staff and elected government. She has brought to UPC a solid background in land use planning, the Subdivision Map Act, State Planning and Zoning Laws, the California Environmental Quality Act (CEQA) and all facets of land use planning ordinances in San Luis Obispo and Santa Barbara County. While employed with Santa Barbara County, she prepared or reviewed many of the ordinances and regulations pertaining to the County that remain in use today.

Since becoming the Principal Planner with UPC, Mrs. Tamura has been instrumental in bringing this firm to the forefront of land use issues in the City of Santa Maria. The City is in the process of a revising of its Land Use Element of the General Plan, including several areas targeted for annexation that UPC represents. She has been active in following the political and land planning issues surrounding these annexations. Her breadth of experience in this area has provided UPC an additional level of expertise and has broadened the range of projects processed by UPC.

UPC will continue to grow and become involved in all facets of land planning within Santa Barbara and San Luis Obispo County largely from the direction provided by Laurie Tamura. In addition to her leadership of UPC, she has taken an active role in such civic organizations such as the City of Santa Maria Chamber of Commerce and has been appointed to the Orcutt General Plan Advisory Committee. She is also a member of the American Planning Association (APA) Board of Directors, the Association of Environmental Professionals (AEP), and the American Institute of Certified Planners (AICP).

BRIAN A. TETLEY, AICP
SENIOR PLANNER

EXPERTISE: Advance & Current Planning
Project Management
Environmental Analysis/CEQA Compliance
Oil & Gas Permitting

EDUCATION: B.S. Marketing Research/Economics
California State Polytechnic University, Pomona

M.S. Environmental Studies/Policy & Planning
California State University, Fullerton

PROFESSIONAL HISTORY:

Urban Planning Concepts/Rural Planning Services, 2015 to Present, Senior Planner
County of Santa Barbara, 1998 to 2015, Senior Planner
Orange County Transportation Authority, 1996 to 1998, Transportation Planner I
City of Santa Ana, 1994-1996, Environmental Planner I

KEY COUNTY PROJECTS:

Project Manager: Gaviota Coast Plan: 2009-2015
Project Manager: Santa Ynez Valley Community Plan: 2009-Plan Adoption
Associate Planner: Los Alamos Community Plan: 2009-Plan Adoption

Brian Tetley is a Senior Planner who joined Urban Planning Concepts in 2015.

Brian brings over 25 years of agency experience applying government policies and strong analysis and project management skills to address the unique issues of the Central Coast. Brian was a key planner for the Santa Barbara County Planning and Development Department in the development of several Community Plans for Santa Barbara County from visioning to adoption. He is experienced in directing diverse inland and coastal zone projects from residential subdivisions and commercial projects, wineries, oil & gas projects to agricultural land use, and community planning projects. He has experience coordinating projects among the various County departments and other government agencies. Brian also has substantial experience managing and/or preparing environmental documents including Negative Declarations and Environmental Impact Reports pursuant to the California Environmental Quality Act.

Brian holds a Bachelor of Science degree in Marketing Research/Economics from Cal Poly, Pomona and a Master of Science degree in Environmental Studies/Policy and Planning from Cal State, Fullerton.

**FEE SCHEDULE
2020
Per Hour**

<u>POSITION</u>	<u>RATE</u>	<u>AFTER HOUR RATES</u>
President	\$ 190	\$ 195
Principal Planner	\$ 170	\$ 175
Senior Planner	\$ 155	\$ 160
Associate Planner	\$ 135	\$ 140
Assistant Planner	\$ 120	\$ 125
Permit Specialist	\$ 120	\$ 125

Effective January 1, 2020



Rincon Consultants, Inc.

209 East Victoria Street
Santa Barbara, California 93101

805 319 4092 OFFICE AND FAX

info@rinconconsultants.com
www.rinconconsultants.com

December 18, 2020
Project No: 20-10724

Doug Pike, PE, Interim General Manager
Los Olivos Community Services District
P.O. Box 345
Los Olivos, California 93441
Via email: dpike@mnsengineers.com

Subject: Proposal to Provide Environmental Consulting Services for the Los Olivos Wastewater Reclamation Program, Los Olivos, CA 93441

Dear Mr. Pike:

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to provide environmental consulting services for the Los Olivos Community Services District's (District) Wastewater Reclamation Program (herein referred to as the "proposed project"). We have assembled a team of skilled environmental sciences and planning professionals who combine extensive technical qualifications and experience satisfying the environmental requirements of multiple permitting agencies, including California Environmental Quality Act (CEQA) and Clean Water State Revolving Fund (CWSRF) documentation requirements. This proposal describes our understanding of the project, our proposed project approach, our project team and relevant experience, a schedule for completion of the project, and our cost proposal for the assignment.

Understanding of Project

The District is seeking a consultant to provide environmental services for its Wastewater Reclamation Program. The program consists of the following four related components:

- **Residential Onsite Wastewater Treatment System (OWTS) Requirements.** The District would develop a customized Local Area Management Plan with standards and policies that provide clear guidance to owners/operators of residential onsite wastewater treatment systems.
- **Financial Outreach and Assistance.** The District would pursue available grants, funding, and financing opportunities for implementation of the proposed project, including the State Water Resources Control Board's (SWRCB) State Revolving Fund Loan Program, among others.
- **Local Groundwater Monitoring Program.** The District would develop and implement a comprehensive groundwater monitoring program to evaluate existing groundwater quality issues and monitor the effectiveness of treatment measures. This program would include installation of monitoring points and ongoing monitoring efforts.
- **Phased Collection and Treatment.** The District would construct a new wastewater reclamation facility at a yet-to-be-determined location in Los Olivos with associated subsurface collection and conveyance infrastructure. The facility is estimated to require approximately 0.5 acre, based on the 2016 Preliminary Engineering Report. The initial phase (Phase 1) of this project component would be limited to servicing the Commercial Core area (i.e., those properties zoned C-2). Wastewater would



be treated to Title 22 standards to allow for infiltration, groundwater recharge, contaminant flushing, and/or local irrigation. Appurtenant infrastructure would include gravity pipelines, lift stations, effluent handling facilities, and small private grinder pumps. Existing septic systems and leach fields would be abandoned in accordance with local code requirements. Subsequent phases of this project component may include expansion of service laterals to adjacent high-density areas.

Scope of Work

The tasks below outline our approach to completing the CEQA review and CWSRF application processes. Based on the project description provided, our current knowledge of the environmental impacts of the proposed project, and our familiarity with the project area, we believe the appropriate level of CEQA documentation will be a CEQA-Plus Initial Study-Mitigated Negative Declaration (IS-MND). The following sections outline our understanding of the proposed project, proposed scope of work, project experience and personnel, schedule, and level of effort. If during the course of our analysis we determine that a potentially significant and unavoidable impact may occur, we will contact the District immediately to discuss an appropriate course of action.

Task 1 Project Management

Under Task 1, Rincon will provide overall project management and coordination. Rincon will schedule a kickoff meeting with the District within five days of Notice to Proceed, which will consist of a one-hour conference call to confirm project details, review the proposed deliverable schedule for the project, share and discuss preliminary data requests, and establish a communication protocol. Following the kickoff call, Rincon will prepare an outline of tasks/deliverables and a schedule of work that will be updated on a monthly basis. It is anticipated that up to 6 additional coordination calls (estimated at 30 minutes each) with the District will occur to ensure regular communication and status updates. Rincon will prepare agendas and minutes for all meetings. Rincon staff will also provide as-needed support to coordinate with County planners and Public Works staff when necessary to facilitate the process.

Task 2 Technical Studies

Based on a review of the proposed project and its CEQA-Plus documentation requirements, the following standalone technical studies will be required to support the project.

Task 2.1 Federal Clean Air Act General Conformity Applicability Analysis

A Federal Clean Air Act General Conformity applicability analysis will be prepared in support of the CWSRF funding application. The analysis will assess both temporary construction and long-term operational criteria air pollutant emissions. This analysis will utilize the Roadway Construction Emissions Model (RCEM), which is appropriate to use for water infrastructure projects and relies on the latest United States Environmental Protection Agency-approved emission factors, to quantify criteria air pollutant emissions associated with the proposed project. Rincon assumes that grading estimates, a general construction schedule, and a list of anticipated construction equipment for the project will be provided by the District; however, Rincon can make assumptions about these items if such information is not available. Maximum criteria pollutant emissions will be compared to *de minimis* levels for pollutants for which the project region is designated nonattainment or maintenance. If projected



emissions would exceed *de minimis* levels, measures to mitigate air quality impacts will be identified. The analysis will be summarized in a brief memorandum.

Task 2.2 Biological Resources Assessment

Rincon will prepare a Biological Resources Assessment (BRA) report in accordance with CEQA-Plus requirements. The scope of work for the BRA includes the following:

Data Procurement. Obtain and evaluate baseline data (e.g., aerial photograph, topographic quadrangle, soil survey, project description).

Literature and Database Reviews. Review and evaluate background information regarding biological resources within five miles of the project site (e.g., primary literature, Rincon project files, resource agency guidelines, and technical reports). Rincon will review the species list from the United States Fish and Wildlife Service (USFWS) online Information for Planning and Consultation (IPaC), the California Department of Fish and Wildlife (CDFW) *Rare Find* [otherwise known as the California Natural Diversity Data Base], and the California Native Plant Society *Inventory of Rare and Endangered Plants of California* for reported occurrences of special status species within the project area. Rincon assumes the project-specific study area will be defined as the project's disturbance footprint, including staging areas, and will cover the likely alternative site locations for the wastewater reclamation facility.

Field Survey. Conduct a reconnaissance-level biological survey to evaluate the project site's existing conditions and potential to support special status species and sensitive natural vegetation communities. Vegetation communities present on the project site and their suitability to provide habitat for special status species will be assessed. We will also characterize and map the vegetation communities present, potentially jurisdictional areas, and document all plants and animals observed on the project site. Based on a review of aerial imagery of the site, we do not expect the site to support native habitat suitable for special status species. The analysis of potential adverse effects to state and federally listed species and other special status species is likely to be limited to incidental or transient occurrences.

Reporting. Present the findings in a BRA report. The report will be designed to support analysis of impacts and development of avoidance, minimization, and mitigation measures in accordance with CEQA-Plus as well as the federal and state Endangered Species Acts, in the event federally and/or state listed species and/or federally designated critical habitat would be potentially impacted. The BRA will be prepared to support federal Endangered Species Act Section 7 consultation(s) with the USFWS and/or National Marine Fisheries Service, as applicable, for the permitting effort associated with the United States Army Corps of Engineers (USACE) (see Task 9). If applicable pending project design, an expanded discussion of the project's potential impacts to jurisdictional waters will be included in the BRA to facilitate potential jurisdictional waters permitting.

Task 2.3 Cultural Resources Assessment

Rincon will prepare a cultural resources report to comply with CEQA and Section 106 of the National Historic Preservation Act (Section 106). Rincon will conduct a California Historical Resources Information System records search of the project Area of Potential Effects (APE) and a 0.5-mile radius at the Central Coast Information Center (CCIC) located at University of California, Santa Barbara. The records search area will cover the likely alternative site locations for the wastewater reclamation facility. The primary purpose of the records search is to identify previously recorded cultural resources known to exist within or adjacent to the project area. The records search will also identify previous cultural resources studies



conducted within or adjacent to the project area. Rincon assumes that the CCIC will conduct this records search with a maximum direct expense of \$1,000.

As part of the background research, Rincon will also request a search of the Sacred Lands File (SLF) from the Native American Heritage Commission (NAHC). The SLF search will identify any Native American sacred lands that are present within the vicinity of the APE. The NAHC will also provide a list of local Native American individuals and groups who may have knowledge of, or concerns about, Native American resources in the area. This task does not constitute government-to-government consultation under Assembly Bill 52 (AB 52). Rincon will assist the District with AB 52 consultation, as further described under Task 3. Upon completion of the records search, Rincon will conduct a Phase 1 pedestrian survey of the approximately 37-acre APE. Rincon understands that the APE may include approximately three miles of linear pipeline (with a 100-foot-wide survey corridor), the approximately 0.5-acre wastewater treatment facility site, and the groundwater monitoring well sites. For the purposes of this proposal, Rincon assumes that neither the records search nor the survey will identify any archaeological resources that require recordation or updating. However, based on Rincon's knowledge of the sensitivity of the Los Olivos area for the presence of both prehistoric and historic-period archaeological sites, we have proposed Optional Task 11, which includes updating cultural resources records for up to five archaeological sites and recordation of one built environment resource.

Rincon will prepare a draft technical report documenting the results of the cultural resources evaluation. The report will provide management recommendations for the project and will discuss both Section 106 and CEQA to provide compliance with CEQA-Plus requirements. The report will be prepared in accordance with the California Office of Historic Preservation's *Archaeological Resource Management Reports (ARMR): Recommended Contents and Format*.

Task 2.4 Paleontological Resources Assessment

Rincon will conduct a Paleontological Resources Assessment to inform and support the project's CEQA-Plus IS-MND. The Paleontological Resources Assessment will identify the geologic units that may be impacted by project development (i.e. present within the project footprint), determine the paleontological sensitivity of geologic units within the project footprint under Society of Vertebrate Paleontology and federal standards, assess potential for impacts to paleontological resources from development of the proposed project, and recommend mitigation measures to avoid or mitigate potential impacts to scientifically significant paleontological resources. The Paleontological Resources Assessment will consist of a fossil locality search, review of existing geologic maps, and review of primary literature regarding fossiliferous geologic units in the project vicinity and region. The results of the paleontological resources assessment will be summarized in a stand-alone technical memorandum and will be incorporated into the Geology section of the CEQA-Plus IS-MND.

Task 3 Administrative Draft IS-MND

Rincon will prepare a CEQA-Plus IS-MND for the proposed project, which will cover Phase 1 of implementation. If the District desires, subsequent phases can be included in the IS-MND, as described under Optional Task 11. The CEQA analysis will discuss existing conditions, thresholds of significance for CEQA, methodology for impact assessments, project-specific impacts and mitigation measures, cumulative impacts, and residual impacts for the proposed project. The focus of the analysis will be to avoid or minimize potential impacts and to propose appropriate mitigation where potential impacts may occur. Information will be gathered from the various online databases and other documents on file with



the District and other agencies. Rincon will also assist the District with consultation for AB 52 by providing the District with letter templates, checklists, and detailed instructions to ensure meaningful consultation with interested Native American groups can be completed in accordance with AB 52. Attendance at AB 52 consultation meetings can be provided for additional scope and cost beyond that estimated for this task.

The project is anticipated to apply for financing through the SWRCB's CWSRF. The SWRCB administers the CWSRF through an operating agreement between the United States Environmental Protection Agency and the State of California. Therefore, to assist in compliance with the federal environmental requirements for the funding program, the IS-MND will include CEQA-Plus analysis and documentation related to federal regulations beyond that typically required under CEQA. The IS-MND will discuss consistency of the proposed project with the relevant federal regulatory framework, as listed in Section IV of the SWRCB CWSRF Environmental Package. In addition, Rincon will include an alternatives analysis for up to three alternatives, including the required "no project/no action" alternative, with a brief comparative evaluation of the environmental impacts of each alternative and identification of any additional mitigation measures, as needed. The discussion will also include a clear explanation of the reasoning for selecting the chosen alternative, which will be informed by input from the District.

Task 4 Public Review Draft IS-MND

For the purposes of CEQA, Rincon will prepare a Notice of Intent (NOI) to Adopt the MND for the District to use to provide notice to all organizations and individuals who have expressed interest in receiving such notice. The NOI to Adopt the MND will also function as the newspaper notice for public review. Rincon will coordinate with the District to prepare a list of recipients of the NOI to Adopt the MND, distribute the required mailings via certified mail to up to 15 recipients and via regular mail to up to 20 additional recipients, and publish it in the local paper with the largest circulation. Rincon will also coordinate delivery of the NOI to the Santa Barbara County Clerk (if open at the time of publication) and electronic submittal to the State Clearinghouse Office of Planning and Research. All documentation will be made compliant with Section 508 of the federal Americans with Disabilities Act and California Government Code Section 11135(d), including alternative text, formatting, and phrasing. Rincon's document templates conform with these requirements and final products can be made compliant for web posting and other electronic access means. Rincon will provide an electronic version (PDF) of the IS-MND for posting on the District's website and a flash drive with the administrative record.

Task 5 Responses to Comments and Final IS-MND

During the public review period following publication of the Draft IS-MND, public and agency comments will be collected on the Draft IS-MND, and Rincon will update the document to address these comments and incorporate revisions as necessary. While not required by CEQA for an IS-MND, responses to all written comments is required by the SWRCB for the CEQA-Plus process. The Final IS-MND will include a mitigation monitoring and reporting program (MMRP) in accordance with District requirements. The MMRP will be provided in an easily digestible format. Essentially this plan will take the form of a detailed table, which will compile all of the mitigation measures, as well as information necessary to monitor compliance with each measure. Rincon will provide an electronic (PDF) version of the Final IS-MND and MMRP. Rincon will complete a Notice of Determination (NOD) form for filing with the County Clerk's office upon certification of the document and project approval. It is assumed that the District will be



responsible for payment of the filing fee and Rincon will be responsible for filing the NOD with the County Clerk (if open at the time) and State Clearinghouse.

Task 6 Public Hearing Attendance

Rincon's Project Manager will attend up to two virtual public hearings, to be determined upon coordination with the District. These meetings may include, but are not limited to, public hearings held by the District, the Board of Architectural Review, or the County Planning Commission and may occur during the public review period for the Draft IS-MND or as part of adoption of the Final IS-MND.

Attendance will include oral presentations to the public and/or hearing body and graphic presentations, as desired by the District. If needed, Rincon will attend additional hearings and meetings on a time-and-materials basis, in accordance with our standard fee schedule.

Task 7 CWSRF Environmental Package

Rincon will complete the Environmental Package portion of the CWSRF Financial Assistance Package and will be responsible for gaining final approval/acceptance of the environmental package by the SWRCB. Rincon will also assist the District in responding to informal SWRCB staff questions and information requests.

Task 8 Storm Water Management Program

Rincon will prepare a storm water management program to maintain compliance with the National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges Associated with Construction and Land Disturbance Activities Order No. 2009-0009-DWQ, as amended by 2010-0014-DWQ and 2012-0006-DWQ (CGP). For the purposes of this proposal, we assume this program will include the preparation and implementation of a Risk Type 1 Linear Underground/Overhead Project (LUP) Storm Water Pollution Prevention Plan (SWPPP) by a Qualified SWPPP Developer (QSD). Implementation of the Risk Type 1 LUP SWPPP includes oversight by a Qualified SWPPP Practitioner (QSP), visual inspections before, during, and after Qualifying Rain Events, corresponding reports and photographic documentation, Best Management Practice training, and preparation of one Annual Report and one Notice of Termination. A site-specific Risk assessment other than an LUP Risk Type 1 will result in additional tasks and associated cost required to maintain compliance with the CGP. The site-specific Risk Level or Type assessment for this project will be calculated once construction schedule and total disturbed acreage is determined. Per the RFQ, inspection services will be provided by a qualified inspector before, during, and after construction. Actual costs may vary depending on the final construction program, the number of rain events that occur, and the work scope that is authorized.

Optional Task 9 Environmental Permitting Assistance

If permanent and/or temporary impacts to Alamo Pintado Creek and/or its tributaries would occur as a result of the proposed project, Rincon can provide the District with regulatory permitting assistance. Rincon would complete regulatory permitting, including performance of applicable technical studies and preparation of permit applications and supporting documents, as outlined in the following subtasks.

Task 9.1 Jurisdictional Delineation

To achieve compliance with the Clean Water Act, Porter-Cologne Water Quality Control Act, California Fish and Game Code, and Executive Order 11990 and to facilitate timely project approvals, the Rincon



team will conduct a jurisdictional delineation of waters of the U.S. and waters of the state, including wetlands, at the project site using the most current guidance provided by the regulatory/resource agencies. Rincon will delineate the boundaries of jurisdictional features with special emphasis on features subject to USACE, Regional Water Quality Control Board (RWQCB), and CDFW jurisdictions. The results of the delineation will be presented in a stand-alone report suitable for submittal as an attachment to the permit applications/notifications.

Task 9.2 Habitat Mitigation and Monitoring Plan

On-site and off-site, not including credit purchase from an approved mitigation bank, compensatory mitigation will require the development of a Habitat Mitigation and Monitoring Plan (HMMP). The HMMP will be prepared in accordance with the USACE 2004 Mitigation and Monitoring Proposal Guidelines and will include, but not be limited to, a description of the proposed project, mitigation design, success criteria and monitoring requirements, implementation plan, maintenance during monitoring period, reporting requirements, and long-term management plan

Task 9.3 Permit Applications

Rincon will assist the District in completing the relevant permit applications, including a Clean Water Act Section 404 Department of the Army permit (assumed to involve preparation and submittal of a pre-construction notification application for Nationwide Permit 12 Utility Line Activities), Section 401 Water Quality Certification, and California Fish and Game Code Section 1602 Lake or Streambed Alteration Agreement. Rincon will also provide agency coordination between the District and federal, state, and local agencies for the purpose of obtaining information and acquiring permits and clearances. Rincon anticipates leading ongoing communications with key staff at the regulatory agencies to ensure timely issuance of permits to meet project schedules, especially as it relates to the construction schedule. This proposal assumes up to 10 hours of coordination time with agency staff will be required. Upon receipt of any comments on completeness of the permit applications/notifications, Rincon will prepare and submit responses and/or resubmittals to agency staff.

Optional Task 10 Environmental Constraints and Permitting Analysis

To assist the District in selecting the final site location of the proposed wastewater reclamation facility, Rincon can prepare an Environmental Considerations and Permitting Constraints/Requirements Analysis that discusses and compares the various environmental documentation considerations, constraints, and permit requirements associated with up to three site alternatives. The analysis will address issues related to biological resources, cultural resources, hazardous materials, and land use permitting, which are expected to be the major constraints for the project. The analysis be informed by the literature review completed under Tasks 2.2, 2.3, and 2.4 in addition to a reconnaissance-level biological resources survey and will be presented as a technical memorandum.

Optional Task 11 Cultural Resources Recordation

Under this task, Rincon assumes up to five previously recorded archaeological sites will be identified within the project area during the CCIC records search and will require updating during the Phase 1 pedestrian survey. In addition, historic-era buildings in Los Olivos, including Mattie's Tavern, the historic stagecoach stop, were constructed as far back as the 1880s. Therefore, as part of this optional task, Rincon also assumes that one historic-era built environment resource will require recordation on



California Department of Parks and Recreation 523 series forms and evaluation for listing in the National Register of Historic Places and California Register of Historical Resources, consistent with guidance from the California Office of Historic Preservation. If no resources requiring recordation are identified, then this task will not be authorized and the budget will not be expended.

Optional Task 12 Hybrid Program/Project-Level IS-MND

As noted in the RFQ, the proposed project envisions multiple phases of installation of service laterals for wastewater conveyance. Task 3 proposes preparation of a CEQA-Plus IS-MND that covers Phase 1, which will be sufficient to meet the District's immediate needs for funding and financing applications.

However, to streamline CEQA review of future phases subsequent to Phase 1, Rincon can prepare a hybrid program/project-level IS-MND that evaluates Phase 1 at a detailed project-level (as proposed in Task 3) and evaluates subsequent phases at a broader programmatic level by generally describing the types of impacts that would be expected as a result of future expansion of service laterals. Preparation of a hybrid program/project-level IS-MND would allow the District to utilize an Addendum or Supplemental/Subsequent IS-MND for CEQA review of future phases, which would result in cost and time efficiencies in latter stages of the project.

Optional Task 13 USDA Funding

Although not included in the RFQ, the 2016 Feasibility Study identifies the United States Department of Agriculture's (USDA) Rural Utilities Service Water and Environmental Program as a potential financing source for the proposed project. If the District chooses to pursue this financing source, Rincon can assist the District in preparing the appropriate documentation required under the National Environmental Policy Act, including a Categorical Exclusion with Environmental Report and can provide as-needed support in addressing future USDA requests/coordination needs.

Experience and Personnel

Rincon Consultants, Inc. is a multi-disciplinary environmental sciences, planning, and engineering consulting firm providing quality professional services to government and industry. Our professionals are experienced in urban, land use, and environmental planning; regulatory compliance; biological resource evaluation and habitat enhancement; cultural resources evaluation and planning; soil evaluation and remediation; and related studies including problem-solving services in geology, hydrology, and waste management. Please refer to Attachment 1 for a full firm profile. Rincon has previous experience preparing CEQA documentation for local water agency clients, including Los Alamos Community Services District, Casitas Municipal Water District, Montecito Water District, and Carpinteria Valley Water District, as well as for the County of Santa Barbara and Cities of Solvang, Buellton, Lompoc, Goleta, Santa Barbara, and Santa Maria. We have also provided environmental consulting services for several local projects, including the Santa Ynez Community Plan EIR, the Alamo Pintado Creek Bicycle-Pedestrian Bridge Project IS-MND, and the Los Alamos Community Services District. For this project, Rincon has assembled a team of experienced professionals to meet the District's needs. Our Principal-in-Charge will be **Jennifer Haddow, PhD**, and our Project Manager will be **Annaliese Miller, Environmental Planner**. Our team also includes biological resources expert **Colby Boggs, Principal Ecologist**, regulatory permitting specialist **Carolynn Daman, Biologist**, cultural resources expert **Ken Victorino, M.A. RPA, Senior Principal Investigator**, and stormwater expert **Caitlyn Teague, Water Resources Project Manager, QSD/P, QISP**. While Rincon's companywide resources will be made available as needed to



ensure the success of assignments under this contract, primary contact and management will be provided by Ms. Miller. Ms. Miller is reachable at amiller@rinconconsultants.com. As Principal-in-Charge, Dr. Haddow will provide contract management and ensure quality assurance/quality control (QA/QC) on all assignments. Full personnel resumes are provided in Attachment 2, and examples of relevant project experience are provided in Attachment 3.

Assumptions

A number of assumptions have been utilized in characterizing this scope of work and associated level of effort. These assumptions are listed below. Should any of these assumptions need to be adjusted during execution of the project, the scope and level of effort may need to be expanded.

- No changes to the project description will occur after it is provided to Rincon.
- Definitive surveys for special-status plant and wildlife species requiring specific survey protocols involving extensive field survey effort will not be conducted.
- No cultural resources requiring collection or recordation will be located in the project APE.
- The cultural resources records search will not exceed a direct cost of \$1,000.
- The biological resources and cultural resources survey may be completed in one ten-hour workday by one biologist and two archaeologists and that there will be no issues with access.
- The direct cost of the formal fossil locality search will not exceed \$300.
- No fossils will be identified on the project site by the literature search and records review.
- No paleontological field survey will be required.
- The transportation analysis for the IS-MND will utilize construction traffic estimates provided by the District along with standard construction traffic control measures. Additional traffic modeling will not be conducted as part of this scope of work.
- Computerized modeling to characterize hydrology, drainage patterns, and other existing physical conditions will not be conducted as part of the project. Rather, existing information including previously prepared maps and models will be utilized to the extent feasible.
- Minimal revisions will be necessary between the Public Review Draft IS-MND and Final IS-MND; as a result, 10 hours of time are allotted for response to public and agency comments.
- The newspaper ad for the NOI to Adopt the MND will not exceed a direct cost of \$500.
- The NOI will be distributed via certified mail to up to 15 recipients and via regular mail to up to 20 additional recipients.
- All deliverables will be provided in electronically in PDF and/or Word format. This scope of work assumes that we will respond to one round of comments on each deliverable and that comments from the District will be provided as a consolidated set of comments in editable electronic format (i.e., as track changes in MS Word). Following review, each deliverable will be finalized and submitted in electronic (PDF) format.
- Up to 10 hours of coordination time with County staff will be required.
- Up to three hours of coordination time with SWRCB staff will be required.
- The project will qualify for coverage under the USACE Nationwide Permit 12 Utility Line Activities. An Individual Permit will not be required.
- The District will be responsible for the payment of all filing fees and permit fees.



- For the stormwater management program, only a Risk Type 1 LUP SWPPP will be required, and the project will occur over a six-month duration in year 2022 or 2023.

Schedule

The following schedule was developed to identify the projected timeline for each task. Based on the timeframes shown herein, we believe the CEQA and CWSRF Environmental Package processes can be completed in approximately seven months as follows:

- Rincon’s Project Manager will schedule a kick-off meeting within one week of authorization to proceed.
- Rincon will submit the technical studies and Administrative Draft IS-MND within 10 weeks of receipt of all project information and technical studies. For the purposes of this proposal, Rincon has estimated a two-week review period for the District.
- Rincon will submit the Screencheck Public Review Draft IS-MND within two weeks of receipt of comments from the District on the Administrative Draft IS-MND. The Public Review Draft IS-MND will be distributed for the required 30-day review period within one week of approval of the Public Review Draft IS-MND by the District.
- Within two weeks of the close of the public and agency review period, Rincon will submit an Administrative Final IS-MND for District review. Rincon has estimated a two-week review period for the District.
- Rincon will publish the Final IS-MND within one week of receipt of District comments and approval of the Screencheck Final IS-MND.
- Rincon will provide the CWSRF package within two weeks of publication of the Final IS-MND, by December 10, 2021, to enable the District to meet financing application deadline.

Level of Effort

Our proposed level of effort for the above work program is 625 hours without Optional Tasks 9 through 13. Optional Task 9 would require an additional 186 hours; Optional Task 10 would require an additional 35 hours; Optional Task 11 would require an additional 38 hours; Optional Task 12 would require an additional 50 hours, and Optional Task 13 would require an additional 64 hours if authorized. A detailed breakdown of the level of effort by task is included as Attachment 4, and our standard fee schedule is included as Attachment 5. We have provided the District with our 2020 rates rather than our 2021, which effectively provides a 3 percent discount for labor and direct costs. All the terms of this proposal are fully negotiable to meet the needs of the District. This proposal is valid for a period of 30 days during such time all questions may be directed to Annaliese Miller, Project Manager, at amiller@rinconconsultants.com or at (805) 869-1323. We look forward to the opportunity to work with you. Thank you for your consideration of Rincon Consultants for this project!

Sincerely,
Rincon Consultants, Inc.

Annaliese Miller
Environmental Planner / Project Manager

Jennifer Haddow, PhD
Principal Environmental Scientist



Attachments

- Attachment 1 Firm Profile
- Attachment 2 Personnel Resumes
- Attachment 3 Relevant Project Experience
- Attachment 4 Level of Effort Estimate
- Attachment 5 Standard Fee Schedule

Attachment 1

Firm Profile



Firm Profile

Rincon Consultants, Inc. is a multi-disciplinary environmental sciences, planning, and engineering consulting firm providing quality professional services to government and industry. Founded in 1994, Rincon has grown to a firm of over 275 professionals with 12 California offices including our office in Santa Barbara and headquarters in Ventura.

Our professionals are experienced in urban, land use, and environmental planning; regulatory compliance; biological resource evaluation and habitat enhancement; cultural resources evaluation and planning; soil evaluation and remediation; and related studies including problem-solving services in geology, hydrology, and waste management. Our approach is focused on well-designed solutions that respond to our clients' specific needs in a cost-effective manner.

A core business area for Rincon is water infrastructure projects and our firm has provided environmental consulting services for water resources projects for 25 years. During that time, we have successfully completed the environmental analysis and permitting processes for a number of water, wastewater and stormwater conveyance, storage and treatment projects, and other water-related infrastructure projects throughout California. Our philosophy on all projects is to encourage early agency and public scoping, and to develop and maintain close communication between project owners, engineering consultants, regulatory agencies, and other stakeholders to ensure technical adequacy and timely review of project deliverables. This approach enables us to avoid costly and time-consuming constraints early in the assessment process, thereby minimizing or avoiding potential conflicts with funding or permitting deadlines.

Legal Name:

Rincon Consultants, Inc.

Founded: 1994

Legal Form:

California "S" Corporation

Professional Staff: 275+

California Offices: 12

Los Angeles, Ventura, Santa Barbara, San Luis Obispo, Monterey, Santa Cruz, Oakland, Sacramento, Fresno, Carlsbad, San Diego, and Redlands

Primary Office Location:

209 East Victoria Street
Suite B
Santa Barbara, CA 93103

Website:

www.rinconconsultants.com

Attachment 2

Personnel Resumes



EDUCATION

PhD, Biogeochemistry,
University of Aberdeen, UK
MSc, Environmental Science,
University of Aberdeen, UK
BSc, Environmental Policy
Analysis and Planning,
University of California, Davis
Associate, Institute of
Environmental Management
and Assessment

Jennifer Haddow, PhD, MSc, AIEMA

Principal Environmental Scientist

Dr. Haddow has over 16 years of professional experience in the field of environmental science and assessment and has prepared and coordinated all levels of environmental documentation for large- and small-scale infrastructure projects, with an emphasis on water supply, treatment, conveyance and quality projects, as well as watershed planning studies. She is currently the Principal-in-Charge of Rincon Consultants' environmental on-call contract with the Metropolitan Water District of Southern California and has served as project manager on a number of projects under that contract. In addition, she has managed or served as the Principal-in-Charge for the environmental documentation/compliance processes for several of Rincon Consultants' water agency/municipal clients, including City of Pismo Beach, City of San Luis Obispo, Montecito Water District, Casitas Municipal Water District, Carpinteria Valley Water District, and South San Luis Obispo County Sanitation District.

Dr. Haddow's philosophy is to provide excellent, "no-surprises" consultancy advice and expertise to her clients. This includes advising on both environmental and stakeholder issues which may arise during the documentation process but also the implications of decisions made as part of the California Environmental Quality Act or National Environmental Policy Act processes which could impact schedules and costs as a project progresses through design and construction.

SELECT PROJECT EXPERIENCE

Project Manager/Principal-in-Charge, City of San Luis Obispo – CEQA-Plus Documentation, Permitting and Construction Monitoring for the Water Resource Recovery Facility, San Luis Obispo County, California

Rincon completed an Environmental Impact Report in support of the City of San Luis Obispo Water Resource Recovery Facility project. The City is proposing a number of improvements/upgrades to the existing 55-acre facility, including new equipment installation, demolition of several components, roadway improvements, and new building construction to meet the facility's stringent National Pollutant Discharge Elimination System requirements, increase the production of recycled water and position the City for future potable reuse. Rincon prepared the Environmental Impact Report to satisfy the requirements of CEQA-Plus to support application for federal funding under the Clean Water State Revolving Fund. Key issues addressed in the Environmental Impact Report included the presence of special-status wildlife species at and adjacent to the site, impacts to existing recreational facilities and consistency with existing regulatory permit conditions from the National Marine Fisheries Service and local Regional Water Quality Control Board. As part of the project's design process, Rincon provided expertise and advice on probable future regulatory conditions that could be attached to a potential cooling wetland option to assist the City in its decision-making process on that component of the project. Rincon successfully completed the Environmental Package as part of the funding application for this project, which has been approved by the State Water Resources Control Board.



SELECT PROJECT EXPERIENCE, CONT'D

Principal-in-Charge, City of Pismo Beach – Central Coast Blue CEQA Documentation and Regulatory Permitting, San Luis Obispo

Rincon Consultants is preparing an Environmental Impact Report and assisting with permit acquisition for the Central Coast Blue Project. The project will enhance the treatment of wastewater to a tertiary level prior to injecting the treated water into local groundwater basins for beneficial reuse or as a seawater intrusion barrier. The Environmental Impact Report will analyze two treatment site alternatives, including the South San Luis Obispo County Sanitation District's wastewater treatment plant and a second off-site location. While the City is developing the first phase of the project, the District and other participating stakeholders will contribute to funding and development of subsequent phases of the project. The project will include injection wells, monitoring wells, potable water production wells, and recycled water pipelines. The Environmental Impact Report will include a detailed, project-level analysis of several components of the project for which design details are currently available. Where project-level details are not yet known, a programmatic approach is being used to assess the impacts. Preparation of a hybrid Program/Project-level CEQA document will provide flexibility for the initial phases of the project to move forward while details for future phases of the project are determined. Dr. Haddow is the contract manager for this work effort and is responsible for overall quality control/quality assurances for all deliverables.

Principal-in-Charge, San Lorenzo Valley Water District – Swim Tank Project and Five Water Pipelines Project IS-MND and USDA Funding Documentation, Santa Cruz County

This project involved replacement of aging water conveyance and storage infrastructure in Santa Cruz County to be funded in part by the USDA Rural Development Program. In her role as Principal in Charge, Dr. Haddow oversaw the preparation of NEPA Environmental Reports required to support the District's funding application to USDA as well as the required CEQA documentation. Key issues addressed in this analysis included biological resources, cultural resources, hazardous materials, air quality, and environmental justice.

Principal-In-Charge, Carpinteria Valley Water District (subconsultant to Prime contractor) – Indirect Potable Reuse Project CEQA-Plus Technical Studies, Santa Barbara County

Dr. Haddow oversaw and provided QA/QC of the preparation of biological and cultural technical studies to support the project's CEQA and NEPA compliance. The project consisted of a new Advanced Water Purification Facility Plant at the Carpinteria Sanitary District wastewater treatment facility, a pump station, monitoring and injection wells, a pipeline, and modification to the existing Carpinteria Sanitary District ocean outfall. Amongst the project's most critical issues were potential impacts to the marine ecosystem and jurisdictional waters as well as noise impacts sensitive receptors along the pipeline alignment and well locations.

Principal-in-Charge, Casitas Municipal Water District, Ventura-Santa Barbara Counties Intertie Project CEQA-Plus IS-MND, Santa Barbara and Ventura Counties

Rincon is preparing CEQA-Plus documents for the VTA-SB Counties Intertie Project, a water pipeline that would connect the Casitas Municipal Water District pipeline network with the Carpinteria Valley Water District infrastructure. As Principal-in-Charge, Dr. Haddow is overseeing the technical analyses and providing QA/QC for the IS-MND and associated technical documents.

ADDITIONAL PROJECT EXPERIENCE

- Casitas Municipal Water District - Ojai Water System Upgrades Project Initial Study-Mitigated Negative Declaration, Ojai, California
- South San Luis Obispo County Sanitation District, Wastewater Treatment Redundancy Project NEPA, Technical Studies and USDA Funding Support, San Luis Obispo County
- Las Virgenes Municipal Water District/Los Angeles Department of Water and Power (subconsultant to Prime contractor) - Woodland Hills Country Club Recycled Waterline System Extension Project CEQA Plus Technical Documentation, Los Angeles County





Annaliese Miller

ENVIRONMENTAL PLANNER

Ms. Miller is currently responsible for preparing and managing CEQA environmental assessments and technical studies related to air quality (AQ), greenhouse gas (GHG) emissions, and noise. She has experience with the preparation of Initial Studies, Mitigated Negative Declarations, and Environmental Impact Reports as well as a wide variety of technical studies. She is experienced with the California Emissions Estimator Model (CalEEMod), SoundPlan noise modeling software, and Extech sound level meter operation. Ms. Miller works on projects across southern and central California, from Riverside to San Luis Obispo, as well as select projects in northern California, for both public and private clients. She specializes in managing and preparing CEQA documents for water and wastewater infrastructure projects.

EDUCATION

BS, Environmental Science,
Texas Christian University
University of California, San
Diego Extension CEQA Practice
Certificate

AFFILIATIONS

Legislative/Regulatory
Representative, WaterReuse
Association Central Coast
Chapter

SELECT PROJECT EXPERIENCE

Project Manager and AQ/GHG/Noise Analyst, City of Pismo Beach, Central Coast Blue EIR, San Luis Obispo County

Ms. Miller is serving as Project Manager as well as the AQ/GHG/noise analyst for the preparation of CEQA documentation and environmental permitting packages for regional indirect potable reuse project that includes construction of an advanced treatment facility and appurtenant structures (storage tank, pump station, equalization basin) and a network of groundwater injection and monitoring wells. Key issues include air pollutant and noise emissions generated during construction activities, noise generated by operation of the proposed pump station and impacts to ESHA in the California Coastal Zone.

Project Manager, Central Basin Municipal Water District - Montebello Hills Recycled Water Pipeline and Pump Station Project IS-MND, Los Angeles County

Ms. Miller served as Project Manager for the preparation of an IS-MND for a recycled water pipeline and pump station proposed by Central Basin Municipal Water District. She was responsible for managing internal biological and cultural resources staff, leading weekly status update calls, and attending public meetings. Key issues evaluated in the IS-MND included impacts related to California coastal gnatcatcher, hazards and hazardous materials, noise, and tribal cultural resources.

AQ/GHG Analyst, Water Replenishment District of Southern California (subcontractor to Prime contractor), Sativa Well #5 IS-MND, Los Angeles County

Ms. Miller served as the AQ/GHG analyst for the preparation of an IS-MND for iron and manganese treatment facilities proposed by the Water Replenishment District of Southern California. Key issues addressed in the air quality analysis included the project site's proximity to residential neighborhoods. Ms. Miller also prepared a Federal Clean Air Act Conformity Memo for the project.

AQ/GHG/Noise Analyst, San Lorenzo Valley Water District (subcontract to Prime contractor), Swim Tank Project and Five Water Pipelines Project IS-MND and USDA Funding Documentation, Santa Cruz County

Ms. Miller served as the AQ/GHG/noise analyst for a CEQA-Plus compliant IS-MND for this project, which evaluated the replacement and expansion of two potable water pipelines that have experienced ongoing maintenance issues in Santa Cruz County. Key issues addressed in the IS-MND included historical resources as well as noise and traffic during construction. Ms. Miller also prepared a Federal Clean Air Act Conformity Memo for the project.



ADDITIONAL PROJECT EXPERIENCE

WATER, WASTEWATER, AND STORMWATER

- Assistant Project Manager, City of Fresno, 2020 Metropolitan Water Resources Management Plan and 2020 Urban Water Management Plan Program EIR, Fresno County
- Project Manager, City of Ventura, Harbor Boulevard Sewer Pipeline Improvements Project IS-MND, Ventura County
- AQ Analyst, City of Santa Paula, Water Recycling Facility Advanced Treatment System Project General Conformity Analysis, Ventura County
- Noise Peer Reviewer, United Water Conservation District, Multiple Species Habitat Conservation Plan Noise EIR Section, Ventura County
- Lead CEQA/AQ, GHG, and Noise Analyst, Crestview Mutual Water Company, Well #7 Project Categorical Exemption and Environmental Impact Analysis, Ventura County
- Project Manager/Lead CEQA Analyst, City of Pismo Beach, Central Coast Blue Test Injection Well Categorical Exemption, San Luis Obispo County
- Technical Reviewer, Carmel Area Wastewater District, Rancho Cañada Sewer Replacement Project IS-MND, Monterey County
- Technical Reviewer, Carmel Area Wastewater District, Carmel Valley Manor Sewer Main Extension Project IS/MND, Monterey County
- AQ, GHG, and Noise Analyst, City of Monterey, Storm Drainage System Maintenance Plan IS-MND, Monterey County
- Technical Reviewer, San Lorenzo Valley Water District, Redwood Park Tank Project IS-MND, Santa Cruz County
- Noise Analyst and AQ/GHG Technical Reviewer, Casitas Municipal Water District, Robles Diversion and Fish Passage Facility Annual Maintenance and Repair Program IS-MND, Ventura County
- AQ and GHG Analyst, Yuba Water Agency (subcontract to Prime contractor), AQ and GHG Modeling for the New Bullards Bar Reservoir Secondary Spillway Project, Yuba County
- AQ, Energy, GHG, and Noise Analyst, Metropolitan Water District of Southern California, Climate Action Plan EIR, Various Locations
- AQ, GHG, and Noise Analyst, City of Bell Gardens, John Anson Ford Park Infiltration Cistern Project, Los Angeles County
- Lead CEQA Analyst, Metropolitan Water District of Southern California, Addendum No. 3 to the Perris Valley Pipeline EIR, Riverside County
- Project Manager/Noise Analyst, O'Connor Tract Co-operative Water Company (subcontract to Prime Contractor), Water System Upgrade Noise Assessment, San Mateo County

SANTA BARBARA COUNTY

- Project Manager/CEQA Analyst/Noise Analyst, Goleta Energy Storage, LLC, Goleta Energy Storage Project Initial Study and Noise Memorandum, Santa Barbara County
- Assistant Project Manager/Lead Analyst, County of Santa Barbara, Orcutt Community Plan Amendment – Union Valley Parkway/U.S. Highway 101, Santa Barbara County
- CEQA Analyst, City of Santa Maria, Roemer Ranch Specific Plan Amendment, General Plan Land Use Map Amendment and Rezone Project SEIR, Santa Barbara County
- AQ, Energy, and GHG Analyst and Peer Reviewer, County of Santa Barbara, Key Site 21 Supplemental EIR, Santa Barbara County





Colby J. Boggs

PRINCIPAL ECOLOGIST

Colby J. Boggs has over 22 years of professional experience as a botanist, ecologist, wetlands specialist, and biological sciences educator and researcher. His duties at Rincon include biological field surveys for special status species, habitat and plant community mapping, wetlands assessments, biological resources analyses, construction and mitigation monitoring, conservation planning, regulatory compliance, and the preparation of biological reports, environmental documents and permit applications in support of CEQA, NEPA, the Porter-Cologne Water Quality Control Act, the California Fish and Game Code, the Clean Water Act, and the state and federal Endangered Species Acts.

EDUCATION

M.S., Botany, California State University, Chico

B.S., Ecology and Evolution, University of California, Santa Barbara

CERTIFICATIONS

Rare, Threatened, and Endangered Plant Voucher Collecting Permit No. 2081(a)-10-52-V – CDFW

Certified Ecologist – Ecological Society of America

California Rapid Assessment Method – CRAM.org

PROJECT EXPERIENCE

Water Resource Recovery Facility (WRRF) Project, San Luis Obispo County

Mr. Boggs served as the biological and regulatory permitting lead for the City of San Luis Obispo WRRF Project. Rincon completed an EIR in support of the project. The City proposed a number of improvements/upgrades to the existing 55-acre facility, including new equipment installation, demolition of several components, roadway improvements, and new building construction to meet the facility's stringent NPDES requirements, increase the production of recycled water and position the City for future potable reuse. Rincon prepared the EIR to satisfy the requirements of CEQA-Plus to support application for federal funding under the Clean Water State Revolving Fund. Key issues addressed in the EIR included the presence of special status wildlife species at and adjacent to the site, impacts to existing recreational facilities and consistency with existing regulatory permit conditions from the National Marine Fisheries Service and local Regional Water Quality Control Board. As part of the project's design process, Rincon provided expertise and advice on probable future regulatory conditions that could be attached to a potential cooling wetland option to assist the City in its decision-making process on that component of the project. Rincon successfully completed the Environmental Package as part of the funding application for this project, which has been approved by the State Water Resources Control Board.

Memorial Park Water Treatment Plant Upgrades Project, San Mateo County

Mr. Boggs served as Principal-in-Charge and prepared the Biological Constraints Analysis and CE for the project in San Mateo County. The project includes conducting infrastructure maintenance and upgrades to provide improved domestic water treatment capacity and decrease maintenance at Memorial Park. As part of the constraints analysis, Mr. Boggs conducted a preliminary jurisdictional delineation of waters of the U.S. and state of California, including wetlands, at the site using the most current guidance provided by the regulatory/resource agencies. Special emphasis was placed on jurisdictional features subject to U.S. Army Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB), and California Department of Fish and Wildlife (CDFW) jurisdictions. Rincon also analyzed the potential for federally and state listed and other special status species to occur on or in the vicinity of the project site and assisted the design team to develop a project that would avoid impacts to such species and their habitat.



ADDITIONAL PROJECT EXPERIENCE

Mr. Boggs served as Principal-in-Charge and/or Biological and Regulatory Permitting lead for the following projects.

- City of Santa Barbara - Biological Assessment, Technical Studies, and Regulatory Permitting for the Goleta Slough Mouth Management Project, Santa Barbara County
- City of Santa Barbara - Biological Surveys, Construction Monitoring and Reporting, and Restoration Plan Development and Monitoring for the Lower Mission Creek Flood Control Project, Santa Barbara County
- City of Santa Barbara (subconsultant to MNS Engineers) - Ortega Street at Mission Creek Bridge Replacement Habitat Mitigation and Monitoring Plan, including Implementation of California Rapid Assessment Method (CRAM), Santa Barbara County
- City of Goleta - Biological Resources Analysis for the Ellwood Mesa Community Wildlife Protection Plan and Monarch Butterfly Habitat Management Plan EIR, Santa Barbara County
- City of Goleta - Biological Resources Assessment for a Proposed Development (APN 077-160-035), Santa Barbara County
- City of Goleta - Biological Resources Assessment, Botanical Survey, Certified Arborist Survey, and Riparian Restoration/Enhancement Plan for the Hollister/Kellogg Park and Creekside Trail, Santa Barbara County
- City of Goleta - Biological Resources Assessment for APN 073-330-030, Santa Barbara County
- Goleta West Sanitary District (subconsultant to The Corwin Group) - Biological Resources Analyses, IS-MND, and Regulatory Permitting for the Phelps Road Sewer Truck Line Project, Santa Barbara County
- Santa Barbara County - Biological Resources Analyses for the Rancho La Laguna EIR, Santa Barbara County
- City of Lompoc - Biological Assessment, Botanical Survey, and Regulatory Permitting for the Santa Ynez River Bank Stabilization Project, Santa Barbara County
- City of Santa Maria - Open Space Management Plan, Biological Studies, Regulatory Permitting, and Wetland Mitigation and Monitoring Plan (including CRAM) for the Los Flores Integrated Solid Waste Facility, Santa Barbara County
- Nipomo Community Services District - Biological Monitoring for the Supplemental Water Project, San Luis Obispo County
- City of Morro Bay Public Works Department - Biological Studies, Biological Assessment, Natural Environment Study, and Initial Study-Mitigated Negative Declaration (IS-MND) for the Morro Creek Pedestrian Bridge Project, San Luis Obispo County
- San Luis Obispo County Department of Public Works - Natural Environment Study, Biological Assessment, Jurisdictional Delineation, and Permitting for the Cypress Mountain Drive at Klau Creek Bridge Replacement Project, San Luis Obispo County
- Natural Environment Study, Biological Assessment, Jurisdictional Delineation, and Permitting for the Five Bridges Painting Project - San Luis Obispo County Department of Public Works, San Luis Obispo County
- City of Pacific Grove (subcontract through Fall Creek Engineering) - Biological Studies, IS-MND, Regulatory Permitting, and Wetland Mitigation and Monitoring Plan (including CRAM) for the Greenwood Park Stormwater Treatment System Project, Monterey County
- City of Pacific Grove - Biological Studies, IS-MND, Regulatory Permitting, and Landscape Restoration Plan for the Urban Runoff Diversion Phase 3 and Sewer Upgrades Project, Monterey County
- Monterey County Resource Management Agency - Biological Data Review and Permitting for the San Clemente Dam Removal Project, Monterey County
- Monterey Peninsula Unified School District - Jurisdictional Delineation, Biological Studies, IS-MND, and Regulatory Permitting for the Walter Colton School Storm Drain Improvement Project, Monterey County





Carolynn Daman

BIOLOGIST/REGULATORY SPECIALIST

Carolynn Daman has professional experience as a zoologist, ecologist, wetlands specialist, and researcher. Her duties at Rincon include biological field surveys for special status species, habitat and plant community mapping, wetlands assessments, biological resources analyses, construction and mitigation monitoring, regulatory compliance, and the preparation of biological reports, environmental documents and permit applications in support of CEQA, NEPA, the Porter-Cologne Water Quality Control Act, California Fish and Game Code 1600 et seq., the Clean Water Act, and the state and federal Endangered Species Acts.

SELECT PROJECT EXPERIENCE

Regulatory Specialist, City of San Luis Obispo, Orcutt Tank Farm Road Roundabout Improvements, San Luis Obispo County

Ms. Daman was responsible for conducting the Jurisdictional Delineation for this roadway improvement project. The delineation required evaluations of waters of the U.S and State, including wetlands. Ms. Daman also prepared the permit package, including a United States Army Corps of Engineers (USACE) Nationwide Permit 14 non-reporting, Regional Water Quality Control Board (RWQCB) 401 Water Quality Certification to the Central Coast Region, and a California Department of Fish and Wildlife (CDFW) 1602 Notification to the Central Region.

Regulatory Specialist, Santa Clara Open Space Authority, Pond Management and Enhancement, Santa Clara County

Ms. Daman was responsible for conducting the Jurisdictional Delineation for this pond enhancement project located in the Rancho Canada del Oro Preserve in Santa Clara County. The delineation included waters under the jurisdiction of USACE, RWQCB, and CDFW, including isolated wetlands under the new state wetland procedures. Additionally, Ms. Daman has prepared a permitting package that included a Santa Clara Valley Habitat Plan Regional General Permit 18 for USACE to the San Francisco District, RWQCB 401 Water Quality Certification to the Central Coast Region, and a CDFW 1602 Notification to the Central Region.

Regulatory Specialist, City of Clovis, Herndon Avenue Widening, Fresno County

Ms. Daman was responsible for preparing a permit package to USACE for impacts to wetland waters for this road widening project, which included a USACE 404 NWP 14 to the Sacramento District.

Regulatory Specialist/Biologist, Santa Cruz County Public Works, Santa Cruz Stormwater Repair, Santa Cruz County

Ms. Daman was responsible for conducting Jurisdictional Delineations for numerous projects located in the Santa Cruz Mountains as part of the County of Santa Cruz Emergency Relief Program in cooperation with Caltrans. The Jurisdictional Delineations documented perennial mountain streams and associated riparian vegetation. Ms. Daman also prepared the Natural Environment Study for these projects as well as the USACE 404 Nationwide Permit 14 to the San Francisco South Branch, an RWQCB 401 Water Quality Certification to the Central Coast Region, and a CDFW 1602 Notification to the Bay Delta Region for water impacts for these stormwater repair projects.

EDUCATION

Zoology, Colorado State University, 2006

CERTIFICATIONS/ REGISTRATIONS

CDFW Scientific Collecting Permit (SC-12733)

CDFW MOU – giant kangaroo rat, San Joaquin antelope squirrel

USFWS 10 (a)(1)(A) Federal Recovery Permit (TE72637B) – giant kangaroo rat

Wetland Delineation Training Certification (2014)



SELECT PROJECT EXPERIENCE (CONT.)

Regulatory Specialist, Stanislaus County Public Works, Ceres Main Canal Bridge Replacement, Stanislaus County

Ms. Daman was responsible for preparing the regulatory permits and supporting documents for a roadway bridge replacement over a Turlock Irrigation District canal. A Jurisdictional Delineation was conducted and prepared to document only the Ceres Main Canal, a concrete lined channel. Ms. Daman also prepared the State Water Resources Control Board General Waste Discharge (Order No. 2004-004-DWQ) Requirements Notice of Intent to the Central Valley RWQCB for water impacts for the bridge replacement.

Regulatory Specialist, Glenn County Public Works, Wilson Creek Bridge Replacement, Glenn County

Ms. Daman was responsible for preparing USACE 404 NWP 14, RWQCB 401 and CDFW 1602 permits for water impacts for this bridge replacement project. Ms. Daman also assisted the County with responding to regulatory agency comments from the Sacramento District USACE, Central Valley Region RWQCB, and the North Central Region CDFW for required permits for this project.

Regulatory Specialist/Biologist, Midpeninsula Regional Open Space District, Bear Creek Public Access and Mud Lake Improvement, Santa Clara County

Ms. Daman was responsible for conducting wetland delineation field work and preparing the Jurisdictional Delineation and USACE 404, RWQCB 401 and CDFW 1602 permits for water impacts for these public access and stormwater management facility improvements within the Bear Creek Redwoods Preserve, Mid-Peninsula Regional Open Space District. The Jurisdictional Delineations documented perennial streams, ephemeral streams, open water, freshwater emergent wetlands and riparian vegetation. Ms. Daman also prepared and addressed regulatory agency comments from the San Francisco South Branch USACE, San Francisco Bay Region RWQCB, and the Bay Delta Region CDFW for required permits for these projects which included addressing compliance with Endangered Species Act.

Regulatory Specialist, Transportation Agency for Monterey County, FORTAG Del Rey Oaks Segment, Monterey County

Ms. Daman was responsible for conducting field work and preparing the Jurisdictional Waters and Wetlands Delineation for this proposed trail alignment along the Fort Ord Regional Trail and Greenway (FORTAG) Project - Del Rey Oaks Segment in the Del Rey Oaks, Monterey County. The delineation identified freshwater emergent wetlands, Canyon Del Rey Creek with associated riparian corridor, and ephemeral drainages.

Regulatory Specialist, City of Pismo Beach, Ocean Boulevard Improvement, San Luis Obispo County

Ms. Daman was responsible for conducting field work and preparing the Jurisdictional Waters and Wetlands Delineation for a segment of the Pacific Ocean along the city of Pismo Beach. The delineation required Section 10 of the Rivers and Harbors Act and Section 404 of the Clean Water Act and California Coastal Act evaluations.

Regulatory Specialist, Circlepoint, North-South Greenway Gap Closure, Marin County

Ms. Daman was responsible for preparing the Jurisdictional Delineation for the rail-to-trail project that was a part of the Bay Area Loop bike trail adjacent to the tidal salt marsh of the Shorebird Marsh and the Corte Madera Ecological Reserve. The delineation documented coastal salt marsh and tidal open waters.

Regulatory Specialist, Blue Mountain Communities, Monte Verde Residential Development, Solano County

Ms. Daman was responsible for preparing the Jurisdictional Delineation for this residential development within the city of Fairfield. The delineation documented disturbed vernal pools and disturbed seasonal wetlands.





Ken Victorino, RPA

Senior Archaeologist

Mr. Victorino is a Senior Archaeologist with 24 years of professional experience in cultural resources management and extensive experience in all aspects of fieldwork, laboratory analysis, and report preparation. He has been an author, project manager, field supervisor, and laboratory supervisor for Phase 1 archaeological surveys, extended Phase 1 testing programs, Phase 2 significance evaluations, Phase 3 data recovery mitigation programs, and archaeological monitoring at prehistoric and historic archaeological sites in coastal, foothill, and desert regions. He has supervised cultural resources projects in accordance with state and federal regulations, such as CEQA/NEPA and Section 106 of the National Historic Preservation Act (NHPA). He was certified by the Register of Professional Archaeologists in 1997. Mr. Victorino prepares cultural resources management technical reports covering initial assessment, significance determination, and mitigation phases. He contributes to CEQA and NEPA documents as well as studies relating to the protection of historic properties (Section 106 of NHPA). Mr. Victorino also conducts and supervises surveys and excavations and laboratory analyses and consults with Native American tribes.

EDUCATION

MA, Anthropology, California State University, Fullerton, 1996

BA, Anthropology, California State University, Fullerton, 1991

REGISTRATIONS

Registered Professional Archaeologist (no. 135466)

DETAILED PROJECT EXPERIENCE

Senior Archaeologist, Various Projects for Multiple Clients, Santa Barbara County

Mr. Victorino managed preparation of Negative Archaeological Survey Reports for Phase 1 surveys for 10 commercial cannabis projects including: 4874 Hapgood Road, 2200 Highway 246 (Buellton), 2011 and 2225 Foothill Road (New Cuyama), 2045 – 2085 Sweeney Road (Lompoc), 851 Highway 246 (Lompoc), 9400 Santa Rosa Road (Buellton), Canyon Farms (Los Alamos), 1650 Santa Barbara Canyon Road (Maricopa), 2140 Sweeney Road (Lompoc), 1766 Oakbrook Lane (Orcutt), and Kiana Preserve Ranch (Santa Ynez).

He also managed Phase 1 archaeological surveys on the Jack and Laura Dangermond Preserve, including the locations of 41 existing production and monitoring water wells and proposed infrastructure components, seven habitat restoration areas, and 16 existing dirt road segments.

Mr. Victorino managed archaeological staff during Phase 1 archaeological surveys for projects including: Cal Prop (2781 Padaro Lane in Carpinteria), Santa Barbara Botanic Garden, Carpinteria Bluffs, 200 Lambert Road (Carpinteria), Slippery Rock Ranch (Goleta), Lillingston Debris Basin (Carpinteria), Carpinteria-Summerland Fire Protection District, H Street Storm Drain (Lompoc), Skytt TPM (Santa Ynez Valley), El Capitan Campground, Cameron Trust (Carpinteria), and New Cuyama Community Center.

He also managed archaeological crew and Native American representative during Extended Phase 1 testing programs for projects including: Rice Ranch Specific Plan (Orcutt), Guadalupe Dunes Park, Zaca Preserve (Santa Ynez Valley), West Padaro Lane CSD Sewer Extension (Carpinteria), Summit View Homes (Lompoc), Mattie's Tavern (Los Olivos), Cal Prop (2781 Padaro Lane in Carpinteria), Happy Canyon Vineyard, (Santa Ynez), Las Varas Ranch, and the Santa Barbara Botanic Garden.

In addition, Mr. Victorino managed archaeological staff and Native American



DETAILED PROJECT EXPERIENCE (CONT.)

representatives during monitoring projects including: Cojo Creek Bridge, Jalama Beach County Park, Guadalupe Dunes Park Access Road, Lake Cachuma Park Water Line, Santa Barbara Botanic Garden Pritzlaff Facility, Cameron Trust (2937 Padaro Lane in Carpinteria), Pacifica Graduate Institute (Carpinteria), and Twitchell Dam Sediment Removal.

He also managed a four-person crew during a 232-acre survey that implemented “shovel scrapes” to increase ground surface visibility and identified four prehistoric temporary camps/special activity areas associated with stone tool manufacturing for the proposed North County jail site; managed a four-person crew and Native American observer during archaeological monitoring and Phase 3 data recovery that collected approximately 850 ground stone artifacts at CA-SBA-16 for the QAD Ortega Hill Campus Development; conducted archaeological monitoring for the Franciscan Sediment Basin; and directed Phase 3 data recovery at CA-SBA-1539 for the General Services Building.

Senior Archaeologist, Various Projects for Multiple Clients, City of Santa Barbara

Mr. Victorino managed archaeological staff and Native American representatives during monitoring projects in Santa Barbara including La Quinta Inn & Suites and Days Inn. He also managed archeological crews and Native American representatives during Extended Phase 1 testing programs. Mr. Victorino conducted a Phase 1 survey for the Arroyo Burro and Mission Creeks Stream Bank Stabilization Project for the Parks and Recreation Department, supervised Extended Phase 1 testing involving backhoe trenching for the Lot 6 Parking Structure, and conducted archaeological monitoring for various sidewalk improvement projects for the Public Works Department.

Senior Archaeologist, Various Projects for Multiple Clients, City of Goleta

Mr. Victorino managed an archaeological crew and Native American representative during Extended Phase 1 testing programs in Goleta including: 151 South Fairview Avenue, 130 Robin Hill Road, Fire Station No. 10, Kellogg- Ekwill Old Town Goleta Village, South La Patera Lane Sidewalk Improvements, Ellwood Well Abandonment, and 93 South La Patera Lane. He also managed archaeological staff and Native American representative during monitoring projects in Goleta including: Village at Los Carneros, 6300 Hollister Avenue, 93 South La Patera Lane, Goleta Valley Professional Building, Haskells Landing, Willow Springs II, and Trisep.

Senior Archaeologist, Various Projects for Multiple Clients, City of Carpinteria

Mr. Victorino managed an archaeological crew and Native American representative during Extended Phase 1 testing programs in Carpinteria including: 477 Concha Loma Drive, 650 Concha Loma Drive, and Palm to Linden Trail. He also prepared the cultural resource sections addressing historic and archaeological resources for both the Venoco Ellwood Marine Terminal Lease Renewal Project EIR and the Venoco Ellwood Oil Development and Pipeline Project EIR.

Senior Archaeologist, Carpinteria Sanitary District, Rincon Point Septic to Sewer Phase 2 Significance Assessment and Phase 3 Data Recovery and Construction Monitoring, Santa Barbara County

Mr. Victorino managed archaeological excavations at the coastal Chumash ethnohistoric village of *Shuku* for the Carpinteria Sanitary District’s Rincon Point Septic to Sewer project.

Senior Archaeologist, Private Developer, Residential Development Phase 2 Significance Assessment and Phase 3 Data Recovery and Construction Monitoring, Santa Barbara County

Mr. Victorino managed archaeological excavations at a coastal Chumash village in Carpinteria for a proposed residential development.

Senior Archaeologist, Brooks Street, Paradiso del Mare Phase 1 Survey and Extended Phase 1 Testing Program, Santa Barbara County

Mr. Victorino managed archaeological investigations along the Gaviota Coast for the Paradiso del Mare project.





Caitlyn Teague, QSD/P, QISP, CPSWQ

WATER RESOURCES PROJECT MANAGER

Ms. Teague has seven years of professional experience in environmental site assessment and regulatory compliance, specifically in the areas of stormwater and surface water quality. She has experience in the management of stormwater compliance projects and the development and implementation of Storm Water Pollution Prevention Plans (SWPPPs) in accordance with California's Construction and Industrial Stormwater General Permits (CGP; IGP). Ms. Teague also has experience in implementation of stormwater Best Management Practices (BMPs), compliance with Total Maximum Daily Loads (TMDL), MS4 Phase I/II permits, and Caltrans National Pollutant Discharge Elimination System (NPDES) requirements.

EDUCATION

BS, Hydrological Sciences and Policy, University of California, Santa Barbara, 2013

CERTIFICATIONS

Qualified SWPPP Developer/Practitioner (QSD/P), California Stormwater Quality Association, #25935

Qualified Industrial Stormwater Practitioner (QISP), California Stormwater Quality Association, #00470

Certified Professional in Storm Water Quality (CPSWQ), EnviroCert International, Inc. #1058

SELECT PROJECT EXPERIENCE

Water Quality Subject Matter Expert, Southern California Gas Company, Pipeline Safety Enhancement Plan (PSEP), Regional Projects

Ms. Teague is a consultant Water Quality Subject Matter Expert for the Southern California Gas Company PSEP program. She provides support by reviewing projects and determining water quality compliance requirements for stormwater, groundwater, hydrostatic testing and dewatering, as well as erosion control. She oversees the preparation of applications for NPDES permits, the preparation and implementation of SWPPPs, BMPs, and stormwater monitoring. She has developed Risk Types 1, 2 and 3 Linear Underground/overhead Project (LUP) SWPPPs, Water Pollution Control Drawings, SWPPP Amendments and Annual Storm Water Compliance Reports, and Notice of Terminations for construction projects for Southern California Gas Company.

QSD/P, Southern California Gas Company PSEP, Supply Line 36-9-09 Sections 14, 15 and 16, San Luis Obispo County

Ms. Teague provides QSD/P oversight for these three separate Risk Type 3 LUP SWPPPs in San Luis Obispo County. As the QSD, she prepared the SWPPPs and Water Pollution Control Drawings. As the QSP, she has conducted BMP training with field staff and construction crews, provided recommendations for BMP implementation, and reviewed BMP inspection reports, qualifying rain event inspection reports, and storm water sampling results. She has also prepared SWPPP Amendments and annual reports.

Field QSP, Southern California Edison/Henkels & McCoy, Santa Barbara County Reliability Project, Ventura and Santa Barbara Counties

Ms. Teague acted as the QSP for the implementation of 14 separate SWPPPs along this 30-mile project. Ms. Teague's responsibilities included oversight on weekly pre-, during, and post-storm BMP inspections and reporting, preparation of Rain Event Action Plans (REAP), utilization of the datMobile and CloudCompli reporting systems, storm water sampling and analysis, third-rain event photographs, maintenance of SWPPPs, support during agency inspections, completion of Annual Reports and Notice of Terminations, SMARTS reporting and providing BMP training to support staff and construction crews. She was also involved with client communication and coordination between Southern California Edison, Henkels & McCoy, the Los Angeles Regional Water Quality Control Board, the Central Coast Regional Water Quality Control Board and the California Public Utilities Commission.



SELECT PROJECT EXPERIENCE (CONT.)

QSD/P and Project Manager, Tesla, Inc., On-Call Regional Projects

Ms. Teague has acted as QSD on eight solar array installation projects for Tesla and Solar City, now part of Tesla, Inc., throughout California. She developed traditional Risk Level 1, 2 and 3 SWPPPs and managed SWPPP implementation and SMARTS reporting. She also managed other Rincon staff and subconsultants to comply with the requirements of the CGP.

Environmental Scientist, County of Ventura Watershed Protection District, Santa Clara River Bacteria TMDL Compliance Monitoring and Reporting, Ventura County

Ms. Teague has conducted surface water quality sampling at Reach 3 of the Santa Clara River in accordance with the Bacteria TMDL final in-stream Compliance Monitoring Plan and the Implementation Plan's Outfall Monitoring Plan. Activities included weekly sample collection and analysis for fecal indicator bacteria, velocity-based flow measurements, and semi-annual and annual reporting services.

Field QSP, AT&T California, Frazier Park Telecommunications Fiber Optic Cable Utility Project, Kern County

Ms. Teague provided QSP services for the installation of the AT&T Telecommunications Fiber Optic Cable Project near Frazier Park, California. Her responsibilities included weekly visual inspections, pre-, during-, and post-rain event inspections, and weather tracking. Inspections included monitoring the effectiveness of installed BMPs and the presence of pollutants. She made recommendations to her client, as necessary, to comply with the CGP.

Field QSP, ValleyCrest Landscape Maintenance, Westlake Village Community Park, Los Angeles County

Ms. Teague provided QSP services for construction of the Westlake Village Community Park in Westlake Village, California. Her responsibilities included weekly visual inspections, pre-, during-, and post-rain event inspections and storm water sampling and analysis. Inspections include monitoring the effectiveness of installed BMPs and the presence of pollutants. She made recommendations to her client, as necessary, to comply with the CGP.

Environmental Scientist, Plains All American Pipeline LLC, Erosion Control Plan, Los Angeles County

Ms. Teague provided monitoring services for the re-grading of a construction road in the Angeles National Forest for the Plains All American Pipeline company. Her responsibilities included ensuring that the road was returned to its pre-construction state and reducing the potential for erosion and sediment from leaving the disturbed soil area.

Environmental Scientist, Crimson Pipeline, LP, Emergency Oil Spill Response, Ventura County

Ms. Teague provided monitoring services for the cleanup of the Crimson Pipeline oil spill in Somis, California in 2016. Her responsibilities included soil vapor monitoring, the collection and analysis of soil samples, and field documentation. She also acted as a liaison between on-site personnel and project managers.

ADDITIONAL PROJECT EXPERIENCE

- QISP, Ventura Unified School District, Transportation Facility Industrial SWPPP Services, Ventura County
- QISP, The Termo Company, Industrial Storm Water Permit Compliance, Los Angeles County
- QSP, Sharma General Engineering, Simi Valley Landfill and Recycling Center SWPPP Services, Ventura County
- QSP, Pacific Heritage Communities Corporation, Parklands Project SWPPP Services, Ventura County
- QSP, Willdan Engineering, Lindero Linear Park Construction Project SWPPP Services, Los Angeles County
- QSP, Skanska Stacy & Witbeck, 6th Street Viaduct Replacement Project SWPPP Services, Los Angeles County



Attachment 3

Relevant Project Experience



Project Experience

Water Resource Recovery Facility CEQA-Plus and Permitting Support

City of San Luis Obispo

Scope of Work:

- CEQA-Plus EIR
- Biological Resources Assessment
- Cultural Resources Evaluation
- Environmental Permitting Support

Dates: July 2015 to July 2016

In 2016, Rincon completed an EIR in support of the City of San Luis Obispo Water Resource Recovery Facility project. The project includes implementation of a number of improvements/upgrades to the existing 55-acre facility, including new equipment installation, demolition of several components, roadway improvements, and new building construction to meet the facility's stringent National Pollutant Discharge Elimination System requirements, increase the production of recycled water and position the City for future potable reuse. Rincon prepared the EIR to satisfy the requirements of CEQA-Plus to support application for federal funding under the Clean Water State Revolving Fund (CWSRF). Key issues addressed in the EIR included the presence of special-status wildlife species at and adjacent to the site, impacts to existing recreational facilities, and consistency with existing regulatory permit conditions from the National Marine Fisheries Service and local Regional Water Quality Control Board. As part of the project's design process, Rincon provided expertise and advice on probable future regulatory conditions that could be attached to a potential cooling wetland option to assist the City in its decision-making process on that component of the project. Rincon successfully completed the Environmental Package as part of the funding application for this project, which has been approved by the State Water Resources Control Board.





Central Coast Blue CEQA-Plus Program/Project EIR

City of Pismo Beach

Scope of Work:

- CEQA-Plus EIR
- Biological Resources Assessment
- Cultural Resources Evaluation
- Paleontological Resources Technical Report
- Regulatory Permitting Assistance

Dates: August 2015 to present



Rincon is currently preparing the CEQA-Plus documentation for the Central Coast Blue (CCB) project. The CCB project is a multi-agency collaboration to achieve local water supply sustainability between the Cities of Pismo Beach, Arroyo Grande, and Grover Beach and South San Luis Obispo County Sanitation District. The CCB project includes construction of an advanced treatment facility, advanced purified water distribution pipelines, advanced purified water storage tank, equalization basin, pump station, injection wells, monitoring wells, and one production well. Rincon is preparing a hybrid program/project-level EIR that evaluates the first, near-term phase at a project-level and the second, long-term phase at a programmatic level in order to streamline future environmental documentation of the second project phase. In support of the required CEQA documentation, Rincon is examining several key issue areas including biological resources, cultural resources, air quality/greenhouse gases, hazards and hazardous materials, hydrology and water quality, noise, and transportation/circulation. In addition, standalone technical studies for biological resources, cultural resources, and paleontological resources are being prepared to comply with CEQA-Plus. Following completion of the EIR, Rincon will assist with the regulatory permitting and environmental package submittal for the CCB's CWSRF financing application.



Wastewater Treatment Facility Redundancy Project CWSRF and USDA Funding Support

South San Luis Obispo County Sanitation District

Scope of Work:

- Environmental Review in Support of USDA Water and Waste Disposal Financing Application
- Categorical Exclusion Applicability Memo
- Biological Evaluation for NEPA
- Environmental Report for Categorical Exclusion
- As Needed USDA Coordination

Dates: 2018 to present



Rincon Consultants was retained by the South San Luis Obispo County Sanitation District (SSLOCSO) to provide environmental services in support of CWSRF and United States Department of Agriculture (USDA) funding pursuits for the Wastewater Treatment Facility Redundancy Project. The proposed project is intended to provide redundancy to allow the existing wastewater treatment facility to be removed from service for maintenance or repairs without risking violation of effluent permit limits. Rincon's services included preparation of technical studies compliant with CEQA-Plus requirements, USDA Rural Development Program financing support, and permitting assistance as needed.

SSLOCSO sought funding from the USDA Water and Waste Disposal Loan & Grant Program. Rincon was responsible for preparing environmental documentation to satisfy NEPA requirements, including a Biological Evaluation for NEPA, a Categorical Exclusion Applicability Memorandum, and an Environmental Report for Categorical Exclusion. A key issue in this project was formal consultation with the United States Fish and Wildlife Service. The project site is located adjacent to critical habitat for California red-legged frog, and there was potential for dispersal onto the project site. Rincon staff successfully coordinated directly with USDA and United States Fish and Wildlife Service on behalf of SSLOCSO to support the formal consultation process, resulting in a Biological Opinion with California red-legged frog "take" coverage for construction activities associated with the Redundancy Project. The environmental documentation and consultation process were successfully completed in time to secure USDA funding.



On-Call Environmental Consulting and Contract Planning Services

County of Santa Barbara

Scope of Work:

- CEQA documentation
- Current planning
- Long-range planning

Dates: 2019 to present

Rincon currently has an on-call contract with the County of Santa Barbara to provide environmental consulting and contract planning services. Under this contract, Rincon prepares a variety of technical studies, IS-MNDs, EIRs, notices, and related documentation for projects throughout the County. Rincon also acts as an extension of County staff for current and long-range planning projects, which includes processing development applications, meeting with applicants, presenting at hearings, and drafting ordinance and plan amendments. Currently, Rincon is preparing an EIR for the Arctic Cold project, which includes development of a 449,248 square-foot agricultural processor and freezer facility on a 40-acre project site east of Santa Maria, as well as IS-MNDs for several cannabis projects.



Well #6 Project

Los Alamos Community Services District

Scope of Work:

- Initial Study-Mitigated Negative Declaration
- Cultural Resources Assessment

Dates: February to August 2016

Rincon prepared an IS-MND and Cultural Resources Assessment for the Los Alamos Community Services District's Well No. 6 project, which included the drilling of a groundwater well and construction of a pump house, on-site treatment facilities, security fencing and landscaping, and pipelines to connect to the existing water delivery and sewer system. The key project issue was the potential cultural sensitivity of the project site due to the site's proximity to five historic structures and the identification of a historic isolate (glass shard) during the Phase I cultural resources survey. To address this issue, Rincon proposed mitigation measures to minimize impacts to potential subsurface archaeological resources, including a Worker's Environmental Awareness Program and provisions for unanticipated discovery of archaeological resources and human remains.





3251 Foxen Canyon Road Project

Private Client

Scope of Work:

- Biological Resources Constraints Analysis
- Cultural Resources Constraints Analysis
- Botanical Survey
- Nesting Bird Survey Report

Dates: June 2017 to April 2019

Rincon provided a variety of biological and cultural resources services for a single-family residential project at 3251 Foxen Canyon Road. During initial project design, Rincon prepared biological and cultural resources constraints analyses that identified the potential for five special status plant species, seven special status wildlife species, and nesting bird species to occur on site as well as general sensitivity for prehistoric cultural resources. Prior to project construction, Rincon completed a botanical survey, nesting bird surveys, and arborist report to implement the recommendations of the constraints analyses, evaluate potential impacts to oak trees, and fulfill County of Santa Barbara requirements.



Attachment 4

Level of Effort Estimate



RINCON CONSULTANTS, INC.

Los Olivos Wastewater Reclamation Program

Cost Estimate

	Rincon Labor Classification →	Principal II	Principal I	Supervisor I	Senior Professional II	Senior Professional I	Professional IV	Professional III	Professional II	Associate III	Technical Editor	Production Specialist	Project Assistant	GIS/CADD Specialist II	Clerical
Tasks	Hours														
Task 1: Project Management	54	4					40								10
Task 2: Technical Studies															
Task 2.1 Federal CAA General Conformity Analysis	30	1			2		2	24				1			
Task 2.2 Biological Resources Assessment	71		2		6			54				2		6	1
Task 2.3 Cultural Resources Assessment	53		1	6					32	10		2		2	
Task 2.4 Paleontological Resources Assessment	27		4						20			1		2	
Task 3: Administrative Draft IS-MND	167	6	1	2	4		14	110	20			4		6	
Task 4: Public Review Draft IS-MND	44	1		1			18	4				16	4		
Task 5: Responses to Comments and Final IS-MND	29	2		1			18	6				2			
Task 6: Public Hearing Attendance	18	2					14					2			
Task 7: CWSRF Environmental Package	8	1					7								
Task 8: Storm Water Management Program	124		2			2	12	48	34				12	8	6
Optional Task 9: Environmental Permitting Assistance															
Task 9.1 Jurisdictional Delineation	47		1					40				1		4	1
Task 9.2 Habitat Mitigation and Monitoring Plan	55		1					48				1		4	1
Task 9.3 Permit Applications	84		6				24	48						6	
Optional Task 10: Environmental Constraints and Permitting Analysis	35	2				6	4	20				1		2	
Optional Task 11: Cultural Resources Recordation	38		2		4		14		10	6				2	
Optional Task 12: Hybrid Program/Project-Level IS-MND	50	2			2		6	24	10		2			4	
Optional Task 13: USDA Funding	64	4					18	36			2	4			
Subtotal Hours (no Optional Tasks)	625	17	10	10	12	2	125	246	106	10		30	16	24	17
Subtotal Hours (with Optional Tasks)	998	25	20	10	18	8	191	462	126	16	4	37	16	46	19

Attachment 5

Standard Fee Schedule



Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical and Support Personnel*	Hourly Rate
Principal II	\$240
Director II	\$240
Principal I	\$220
Director I	\$220
Senior Supervisor II	\$205
Supervisor I	\$195
Senior Professional II	\$175
Senior Professional I	\$160
Professional IV	\$145
Professional III	\$130
Professional II	\$115
Professional I	\$105
Associate III	\$95
Associate II	\$90
Associate I	\$82
Project Assistant	\$75
Senior GIS Specialist	\$140
GIS/CADD Specialist II	\$125
GIS/CADD Specialist I	\$112
Technical Editor	\$112
Production Specialist	\$88
Clerical	\$75

*Professional classifications include environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$350.

Reimbursable Expenses

Direct Cost	Rates
Photocopies – Black and White	\$0.20 (single sided) & \$0.36 (double sided)
Photocopies – Color	\$1.50 (single sided) & \$3.20 (double sided)
Photocopies – 11 x 17	\$0.50 (B & W) & \$3.20 (color)
Oversized Maps	\$8.00/square foot
Digital Production	\$15 / disc and \$20/flash drive
Light-Duty and Passenger Vehicles*	\$85/day
4WD and Off-Road Vehicles*	\$135/day

** \$0.65/mile for mileage over 50 and for all miles incurred in employee-owned vehicles.

Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 15%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment and vehicles other than covered by the above charges.

Payment Terms – All fees will be billed to Client monthly and shall be due and payable within 30 days of receipt.

Equipment	Day Rate
Environmental Site Assessment	
Brass Sample Sleeves, Bailers, Disposable Bailers	\$25
Water Level Indicator, DC Purge Pump	\$40
Hand Auger Sampler	\$55
Oil-Water Interface Probe	\$85
Four Gas Monitor or Photo-Ionization Detector	\$120
Soil Vapor Extraction Monitoring Equipment	\$140
Flame Ionization Detector	\$200
Natural Resources Field Equipment	
Trimble GPS (sub-meter accuracy)	\$190
UAS Drone	\$250
Pettersson Bat Ultrasound Detector/Recording Equipment	\$150
Spotting or Fiberoptic Scope	\$150
Amphibian/Vernal Pool Field Package (digital camera, GPS, thermometer, decon chlorine, waders, float tube, hand net, field microscope)	\$150
Remote Field Package (digital camera, GPS, thermometer, binoculars, tablet and mifi, Delorme Satellite Beacon, 24-hour safety phone)	\$125
Sound Level Metering Field Package (anemometer, tripod and digital camera)	\$100
Standard Field Package (digital camera, GPS, thermometer, binoculars, tablet, safety equipment, and botanic collecting equipment)	\$95
Fisheries Equipment Package (waders, wetsuits, dip nets, seine nets, bubblers, buckets)	\$50
Water Quality Equipment (DO, pH, turbidity, refractometer, temperature)	\$55
Large Block Nets	\$100
Minnnow Trap	\$85
Infrared Sensor Digital Camera or Computer Field Equipment	\$50
Scent Station	\$20
Laser Rangefinder/Altitude	\$10
Net, Hand/Large Seine	\$10/\$50
Pit-fall Traps, Spotlights, Anemometer, GPS Units, Sterilized Sample Jar	\$8
Mammal Trap, Large/Small	\$1.50/\$.50
Water and Marine Resources Equipment	
Refractometer (salinity) or Turbidity Meter	\$35
Multi Parameter Sonde (temperature, conductivity, turbidity, DO, pH) with GPS	\$150
Boat (20 ft. Boston Whaler or similar)	\$300
Boat (26 ft. Radon or similar)	\$550
Side Scan or Single Beam Sonar	\$700
Underwater and Marine Sampling Gear includes: U/W Photo/Video Camera, SCUBA Equipment (tanks, BCD, regulators, wetsuits, etc.)	\$50/diver
Marine Field Package: (personal flotation devices (PFDs), 100 ft. reel tapes with stainless carabiners, Pelican floats, underwater slates, thermometer, refractometer, anemometer, various field guides)	\$50
Insurance, Hazard and Safety Fees	
L&H Dive Insurance	\$50/diver
Hazard Premium (In or Underwater ONLY per/hour)	\$1.25/hour
Level C Health and Safety	\$60 person

From: [Glaeser, Autumn](#)
To: [Doug Pike](#)
Subject: RE: Los Olivos CSD Request for Qualifications for Environmental & Permitting Services
Date: Thursday, December 17, 2020 5:10:13 PM

Thanks Doug for keeping us in the loop. Unfortunately, my environmental team is slammed and won't be able to commit to this work. I am looking forward to an opportunity to introduce them to you at some point in the future.

Have a great night.

Autumn Glaeser

Project Manager

Direct: 805 285-9093

Autumn.Glaeser@stantec.com

Stantec



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From: Doug Pike <dpike@mnsengineers.com>
Sent: Thursday, December 17, 2020 4:30 PM
To: Glaeser, Autumn <Autumn.Glaeser@stantec.com>
Subject: RE: Los Olivos CSD Request for Qualifications for Environmental & Permitting Services

FYI the following info was answered to another proposer:

- Would it be helpful to the District if we included an environmental constrains analysis in the scope of work to help information site selection of the wastewater treatment facility? **Yes, but I recommend it be listed as an optional item.**
- Since the District is planning to roll out the Phased Collection and Treatment component in phases, would the District like us to focus the CEQA documentation on just Phase 1 or would it be helpful to the District if we analyzed future phases in the CEQA document at a programmatic level to help streamline future CEQA review? **Please focus on Phase one project, and address future phasing only so far as CEQA/NEPA may require**
 - The tradeoff here is that focusing on Phase 1 would be more time-efficient in the short-term and would result in a lower cost now but including a programmatic-level analysis for future phases would help streamline future CEQA review and reduce future costs by ideally allowing them to use an addendum to the MND for future phases.
- What is the connection between the project and Caltrans, Coastal Commission, Santa Barbara Airport, and USACE? Based on our review of the area, these agencies don't seem relevant to the project, but we want to make sure we aren't missing something the District is looking for. **No jurisdiction re: Caltrans, Coastal Commission, or Santa Barbara Airport. Not sure on USACE. We are dealing with the RWQCB, County EHS, EPA. We will be eventually permitting effluent drained through percolation, injection well, and drained to Alamo Pintado Creek.**
- What is the most important consideration for the District for this project – cost, schedule, etc.? **Preliminary ID of full scope of environmental work. We will use this info to apply for**

funding and go to the District residents for a Prop. 218 Assessment Vote.

Thanks Autumn, Look forward to your proposal.

Doug

Doug Pike, PE

Interim General Manager

Los Olivos CSD

PO BOX 345, LOS OLIVOS CA 93441

(805) 500-4098

MNS Engineers, Inc.

201 Industrial Way, Ste A / Buellton, CA 93427

Direct (805) 697-1416 / Cell (805) 331-3553 (preferred)

dpike@mnsengineers.com

From: Doug Pike

Sent: Tuesday, November 24, 2020 3:06 PM

To: Autumn Glaeser (Autumn.Glaeser@stantec.com) <Autumn.Glaeser@stantec.com>

Subject: Los Olivos CSD Request for Qualifications for Environmental & Permitting Services

Hi Autumn,

The Los Olivos CSD is seeking Statements of Qualifications for Environmental and permitting work to support the conversion of the Community of Los Olivos from Septic Systems to a Centralized Sewer Collection and Treatment System. This is a water reclamation and groundwater improvement project, as much as it is a sewerage project.

We are sending this invite to 4 local firms and will select based on the qualifications criteria contained in the RFQ.

Please let me know if you intend on responding. We welcome SOQ's that simply present the qualifications as requested in a letter format, and do not expect excessively long or unnecessary effort in marketing materials or brochures.

Thank you for your consideration of this request,

Best,

Doug Pike, PE

Interim General Manager

Los Olivos CSD

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