

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 7-6-2024

REGULAR MEETING

July 10, 2024, 6PM (Pacific)

Los Olivos Grange Hall

2374 Alamo Pintado Ave, Los Olivos CA 93441

Please observe decorum and instructions from the President

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

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

On Zoom:

<https://us06web.zoom.us/j/86135156557?pwd=4sl90bmVH88b51RlbLhlyUaGD52CFf.1>

By Phone:

Meeting ID: 861 3515 6557 Passcode: 157483

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

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MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Members of the public may address the Board of Directors on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to a maximum of 3 minutes. Due to the requirements of the Ralph M. Brown Act, the Board of Directors cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

INFORMATIONAL ITEM:

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

5. GENERAL MANAGER'S BRIEF DISTRICT STATUS REPORT

ADMINISTRATIVE ACTION ITEMS:

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

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

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of May 15, 2024.
Meeting minutes of June 12, 2024.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE JUNE 28, 2024.

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

No.	Invoice Date	Invoice #	Provider	Amount
1	6/13/2024	00876.005 - 1	GSI – Monitoring wells – split sample, add constituents, report (Grant Reimbursable)	\$ 14,739.76
2	6/14/2024	00876.005 - 2	GSI – Monitoring wells – split sample, add constituents, report, lab reports, draft TM (Grant Reimbursable)	\$ 2,231.25
3	6/14/2024	7948	SDRMA – Annual Insurance	\$ 2,769.86
4	6/28/2024	20246	Savage – GM Services (Portions Grant Reimbursable)	\$ 6,345.99

Each year, the District is billed via a Journal Entry for usage of the County’s financial system, FIN. The amount billed for this past year is shown below. Payment was approved by the GM, consistent with his authorization.

No.	Invoice Date	Invoice #	Provider	Amount
1	6/10/2024	JOURNAL ENTRY	County of Santa Barbara FIN Usage	\$ 836.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit (Pre 2023)	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
Audit (2023)	Moss, Levy & Hartzheim, LLP	\$ 0.00	\$ 2,900.00
Groundwater Wells	Various	\$ 107,215.50	\$ 14,229.50

BUSINESS ITEMS:

7. CONSIDERATION OF MODIFICATIONS, INCLUDING PAY SCHEDULE, TO THE CONTRACT FOR THE GENERAL MANAGER

Following the June performance review of the General Manager, the Board of Directors will consider modifications to the General Manager’s contract. The Board of Directors will specifically consider an increase in pay rate for the General Manager, the current rate as of July 1, 2024 is \$144.06. The General Manager is an independent contractor whose contract includes annual CPI increases. Other modifications to the General Manager’s contract may also be considered during this item.

General Manager’s recommendation: None.

8. DISCUSSION RELATED TO TEST SAMPLE RESULTS FOR DISTRICT GROUNDWATER MONITORING WELLS

The LOCSO successfully installed three new groundwater monitoring wells and tested all five wells earlier this year. GSI Water Solutions is expected to participate via Zoom to provide an overview of the results and answer questions. Final results of the testing were posted on the District’s website, on June 24, 2024, at:

<https://www.losolivoscsd.com/technical-studies-and-reports>

General Manager’s recommendation: Receive and file.

9. PRESENTATION ON PROPOSITION 218 (1996), INCLUDING RELATED NOTES REGARDING PROPOSITION 13 (1976) AND PROPOSITION 26 (2010)

District Counsel will provide an education overview of Proposition 218 (Property Owner Vote) and answer questions from the Board and public.

General Manager’s recommendation: Receive and file.

10. DISCUSSION RELATED TO AUGUST 21, 2024 “COLLECTION” PUBLIC WORKSHOP

The Board of Directors will discuss the scheduled August 21, 2024 workshop on collection (gravity-fed and effluent). The General Manager will provide a brief status on activities completed to date and seek input on content, layout, notifications, and other related items in preparation for the workshop.

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General Manager's recommendation: Discuss and provide direction to staff as necessary.

11. CONSIDERATION OF THE DRAFT AUDIT REPORT FOR YEAR ENDING JUNE 30, 2023 (LOCSD FY 2022-23)

The Board of Directors consider the draft audit report submitted by Moss, Levy & Hartzheim for the fiscal year ended June 30, 2023 (LOCSD fiscal year 2022-23).

General Manager's recommendation: Approval and direct President and/or General Manager to sign.

12. CONSIDERATION OF RESOLUTION 24-06 – APPROPRIATIONS LIMIT FOR FY 2024-25 (GANN LIMIT)

Consideration of a resolution that states the appropriations limit, also known as the Gann limit, for the fiscal year ending June 30, 2025. The Gann Initiative, also known as Article XIII B of the Constitution of the State of California, mandates the calculation and adoption of an annual appropriations limit on various units of government, including the Los Olivos Community Services District, by adjusting the prior year's appropriation limit for changes in inflation and population. The current LOCSD fiscal year (FY 2024-25) runs from July 1, 2024 to June 30, 2025.

General Manager's recommendation: Approval.

13. CONSIDERATION OF RESOLUTION 24-07 – AUTHORIZING LEVY OF PROPERTY TAX ASSESSMENT AND CPI INCREASE

Consideration a resolution that authorizes a tax levy with consumer price index (CPI) increase and provides for collection via direct charge by the Santa Barbara County Auditor-Controller via placement on the secured tax bill of all parcels within the District, excluding exempt or partially exempt parcels pursuant to past action by the Board of Directors. Resolution 24-07 is an update to prior resolutions and District formation documents and will increase tax levies by three and nine-tenths percent (3.9%) over the prior amount. Most parcels will experience an annual amount of \$680.47 on their property tax bill. Given issues with obtaining the final list from the County of Santa Barbara, and statute driven dates regarding turning in of the District's assessment lists, the General Manager is further requesting authorization for the General Manager and/or President to make technical changes to the list. Technical changes could include adjustments to names such as when a property transfer occurred or when a property moves from an individual to a trust, assessment amounts for split or joined parcels, changes in parcel counts, changes consistent with adopted District policies, and other legally driven changes. Any change to the CPI amount applied would be based on a majority vote by the Board of Directors, in open session.

General Manager's recommendation: Approval, including authorization for General Manager and/or President to make technical changes as noted above.

INFORMATIONAL ITEMS:

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

14. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair)
Grants Subcommittee (President Kennedy Chair)
Project Management Subcommittee (Vice President Palmer Chair)
Technical Subcommittee (Director Fayram Chair)

B. GENERAL MANAGER AND DISTRICT ENGINEER COMMENTS

The GM and DE will give reports on any meetings that they attended on behalf of the District, report on various District-related activities and/or provide status on projects. The GM may also review Budget Reports. See the packet for more details.

Notable upcoming meeting items:

August – (August 21) Collections Workshop – St. Mark's Church – Stacy Hall

November – WCS and/or Carollo deliverables

15. DIRECTORS COMMENTS

Directors will give reports on any meetings that they attended on behalf of the Board and/or choose to comment on various District-related activities. Directors may also request future agenda topics at this time.

16. ADJOURNMENT

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