

Los Olivos Community Services District
Board of Directors Meeting Minutes



May 24, 2018

Los Olivos School, 2540 Alamo Pintado Avenue, Los Olivos, CA 93441

- I. County representative, Mike Allen, postponed the swearing in of Board Members, a ceremonial event, due to last minute cancellation. Members were sworn by the Santa Barbara County Elections Office prior to meeting.
- II. Meeting was called to order at 6:04pm
- III. Directors present: Mike Arme, Tom Fayram, Julie Kennedy, Brian O'Neill, Lisa Palmer
- IV. Election of Officers
 - a. Nomination of President – Tom Fayram
 - i. Motion: Lisa Palmer, Second: Julie Kennedy
 - b. Nomination of Vice President – Lisa Palmer
 - i. Motion: Tom Fayram, Second: Julie Kennedy
 - c. Nomination of Secretary – Julie Kennedy
 - i. Motion: Mike Arme, Second: Lisa Palmer
 - d. Ayes - 5, Nays - 0
- V. Director Reports
 - a. Lisa Palmer – none
 - b. Brian O'Neill – visited several local CSD Meetings for information and to establish contacts
 - c. Julie Kennedy – closed out election campaign, attended CDSA workshop about setting rates and attended meeting with Tom Fayram and Harry Hagen regarding start-up funds.
 - d. Mike Arme – in process of researching insurance options for CSD
 - e. Tom Fayram – working on budget and funding for CSD and meeting with county officials for assistance.
- VI. Public Comments
 - a. Kelly Gray, Los Olivos, expressed concerns of possible conflicts of interest, asked that residents who have installed Advantek systems be considered for exemption, and raised an issue regarding road repair of those abandoned by the County and and future repair related to installation of a sewer.
 - b. Doreen Farr, former Supervisor of the County Board of supervisors expressed congratulations and thanked the newly installed Board of Directors for their service.
 - c. Joan Hartman, current Supervisor of the County Board of Supervisors, expressed congratulations and thanked for Board for and volunteering their time.
 - d. Mark Herthel, Los Olivos resident, expressed congratulations and thank you to the Board
 - e. Dave Seymour, member of the Santa Ynez CSD, also congratulated the Board and offered his help with star-up issues.
- VII. Reports
 - a. Paul Hood, Executive Director of LAFCO, reviewed LAFCO's process and congratulated the community. He gave the Board a list of items to consider:
 - i. Retain a general manager and legal counsel
 - ii. Procure insurance for CSD
 - iii. Prepare and submit BOE filing
 - iv. Budget process esquires engineering study for final construction and public hearing

- v. LAFCO approved a one-year process for the Board to determine the wastewater solution, if more time should be needed; Mr. Hood recommended the Board submit a request for an extension to allow plenty of time for approval process. The Board expressed concerns about meeting the deadline of April 5, 2019 and that it would most probably be submitting a request for an extension as much of th work at the moment is focused on getting the infrastructure of the CSD Ivan place to ensure proper operation,.
 - b. Johannah Hartley, Deputy County Counsel for Santa Barbara County, gave a presentation of the Brown Act and Conflict of Interest code. She noted the following items for the Board:
 - i. Board needs to a Conflict of Interest Code and the FPCC can assist with advice
 - 1. Ms. Hartley encouraged the Board to make training of such a requirement and to refer to the FPCC website for training materials.
 - 2. This must be done with six months of CSD formation.
 - ii. Ms. Hartley notes the Board hassle discretion with respect to the timeline for adopting its other bylaws.
 - iii. Ms. Farr reiterated the importance of the Brown Act and Conflict of Interest training for all Board members during Public Comment.
- VIII. Business Items
- a. Special Districts Elections for 1.) nomination of LAFCO Alternate Commission Member and 2.) The Countywide Redevelopment Agency (RDA) ballot form.
 - i. Motion made to nominate Dave Seymour as the LAFCO alternate member.
 - 1. Motion: Bryan O’Neill, Second: Mike Arme
 - a. Ayes – 5, Nays – 0
- IX. Establishment of Ad Hoc Committees
- a. Retain Legal Counsel – Lisa Palmer & Julie Kennedy
 - b. Retain General Manager – Tom Fayram & Brian O’Neill
 - c. Secure District Insurance – Mike Arme & Lisa Palmer
 - d. 2018-19 Budget& Finance – Tom Fayram & Julie Kennedy
 - i. Motion to Create Subcommittees
 - 1. Motion: Lisa Palmer, Second: Julie Kennedy
 - a. Ayes – 5, Nays – 0
- X. Future Agenda Items
- a. Resolution to appoint and authorize SB County Treasurer/Auditor as the Treasurer for the CSD
 - b. Invite Harry Hagen to next meeting and give presentation on County’s role and resources.
 - c. Update on community project
 - d. Update on Ground Water Report
 - e. Evaluate options for recording future meetings
- XI. Motion to adjourn meeting at 8:09pm
- a. Motion: Lisa Palmer, Second: Mike Arme