

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



Posted 12-3-21

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting December 8, 2021, 6:00 PM

REGULAR MEETING AGENDA

**PLEASE NOTE: MEETING WILL BE HELD IN PERSON AT
ST MARK'S EPISCOPAL CHURCH, STACY HALL
2901 NOJOQUI AVE. LOS OLIVOS, CA**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**

4. **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.

5. **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.

6. **ADMINISTRATIVE AGENDA**

All matters listed hereunder constitute a consent agenda and will be acted upon by a single roll call vote of the Board. Matters listed on the Administrative Agenda will be read-only on the request of a member of the Board or the public, in which event the matter shall be removed from the Administrative Agenda and considered as a separate item.

a. **MEETING MINUTES**

- i. Approve Minutes of November 10, 2021

b. **INVOICE PAYMENT**

- i. October 22, 2021, MNS Engineering Services, invoice #78994, (September) \$4,225.01.
- ii. November 10, 2021, GSI Water Solutions, Invoice #876-001 \$3,876.25.
- iii. November 10, 2021, GSI Water Solutions, Invoice #876-002-2 \$575.
- iv. November 15, 2021, Robert Perrault, General Management Services (10-15-11-15 2021) \$4,050.

7. **BUSINESS ITEMS DISCUSSION AND ACTION ON THE FOLLOWING**

- a. **Consideration of Approval of Action Plan and Modification of the FY 21-22 Budget.** The proposed Action Plan and Budget Modification are the results of the Board Workshop held on November 4th and the subsequent Board Discussion held during the meeting held on November 10, 2021.

Recommendation: By motion approve Action Plan and Modification to the FY 21-22 Budget.

b. Discussion of Ground Water Management Plan Strategy

This item was requested by Board member O'Neill who would like to discuss the strategy to work with County representatives/ engineers/ regulators to ensure the County takes responsibility for upgradient contamination of groundwater.

c. Update on the County Local Area Management Plan (LAMP) and Staff Direction

This item was requested by Board member O'Neill. The County Environmental Health Services (EHS) has recently provided a LAMP addendum draft and requested district comment on the draft. The staff has distributed the draft to Board members for comments by December 10th.

d. Grant Seeking Activity Report

8. GENERAL MANAGER'S REPORT

General Manager Report on current assignments, action items, and general District business.

- **State Recycling Water Fund Grant Update**
- **Stantec Draft Bases of Design Status Report**
- **Effluent Disposal Study Status**

9. INFORMATIONAL ITEMS

10. CALL FOR AGENDA ITEMS

11. NEXT REGULAR MEETING: January 12, 2021, St Mark's Episcopal Church, Stacy Hall, 6:00 PM

12. 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 losolivoscscsd@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.

MINUTES TO APPROVE

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



Posted 11-5-21

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting November 10, 2021, 6:00 PM
Minutes

This meeting was held both in-person and electronically via Zoom Meetings. In-person the meeting was held at the following Location: **St Mark's in the Valley Episcopal Church, Stacy Hall**. The public was also able to hear and participate electronically:

1. Join Zoom Meeting from PC, Mac, or Android: <https://us02web.zoom.us/j/86910226634?pwd=S3NTa-WxDT1JydE1WY3huM2xBeHhoUT09>
2. Via telephone: +1 (408) 638-0968 Meeting ID: 869-1022-6634 Passcode:523136

REGULAR MEETING AGENDA
MINUTES

1. **CALL TO ORDER-** President Palmer called the meeting to order at 6:00 PM.
2. **ROLL CALL:** Present at the meeting were President Palmer, Vice President Fayram, Director Arme, Director Ross. Absent was Director O' Neill.
3. **PLEDGE OF ALLEGIANCE:** President Palmer led the pledge of allegiance.
4. **DIRECTOR COMMENTS**
There were no Director comments.
5. **PUBLIC COMMENTS:** Carter Judy resident of 2277 Alamo Pintado spoke concerning persons performing pre-construction work trespassing on his and his neighbor's properties. He was concerned with actions taken without property owner permission and indicated this problem had occurred on properties owned by others as well.
6. **ADMINISTRATIVE AGENDA**
All matters listed hereunder constitute a consent agenda and will be acted upon by a single roll call vote of the Board. Vice President Fayram moved approval of Items 6a, Minutes, and 6b invoices. General Manager Perrault indicated 6bvii Community Special Districts Association \$1,1025 invoice should be \$1,102.00. Vice President Fayram amended the motion to reflect the change. Director Ross seconded the motion as amended. The vote reflects the following: Voting Aye: President Palmer, Vice President Fayram, Director Arme, and Director Ross. Voting no- 0 and Director O' Neill was noted as absent.
 - a. **MEETING MINUTES**
 - i. Approve Minutes of October 13, 2021
 - ii. Approve Minutes of November 3, 2021
 - b. **INVOICE PAYMENT**
 - i. October 15, 2021 Robert Perrault General Management Services (10-15-2021) \$4,108.62
 - ii. October 8, 2021, GSI Water Solutions Invoice # 876-001-09 Groundwater Management Services (September) \$4,706.25.
 - iii. October 8, 2021, GSI Water Solutions #876-002-1 Injection Feasibility Assessment (September) \$11,001.75.

- iv. October 12, 2021, MNS Engineering Services Invoice #78559-RI Engineering Support (July) \$7,554.50.
- v. October 12, 2021, MNS Engineering Services Invoice # 78728 Engineering Support (August) \$6,380
- vi. October 17, 2021, Aleshire and Wynder LOCSD #1245 Legal Services (September) \$4,480.00.
- vi. November 2,2021, Aleshire and Wynder LOCSD #1245 Legal Services(October) \$2,940.00.
- vii. California Special District Association Annual Dues FY 21-22, \$1,025.00.

7.

BUSINESS ITEMS DISCUSSION AND ACTION ON THE FOLLOWING

- a. **District Counsel Update on State Senate Housing Bills 9 and 10, taking effect January 1, 2022, and Potential District Impact.** District Counsel Trindle provided the Board with a summary of limited impacts from the implementation of housing laws. He noted the laws were enacted to make the review of housing projects ministerial in order to produce more housing. He noted Los Olivos can not be defined as an Urban Community and the impacts would be limited. Board members asked questions especially as the laws might relate to the development of Additional Housing Units (ADU). Vice President Fayram noted construction of ADU’s would still be tied to the availability of sewer capacity. President Palmer noted it would be a good idea to discuss the permit process with the County.

Public Member Anne Marie Gott addressed the Board and indicated her concern regarding law interpretation and the potential impact of development on the sizing of the system. Public Member Kelley Gray 2657 Stow Street spoke about the potential of circulating a petition amongst current residents to limit future development.

President Palmer thanked Counsel Trindle for his report and indicated direction was to follow up with both the County’s Environmental Health Services Department and Supervisor Hartemann.

- b. **Approval of Action Plan Resulting from November 3, 2021, Board Workshop.** The Board of Directors conducted a workshop and discussed potential go-forward work and funding strategies. At the end of the discussion, the Board identified a list of action items and directions to the General Manager to be implemented for the Project.
Recommendation: Review the action plan and by motion provide direction. General Manager Perrault reviewed key points from the workshop and associated documents. Board discussion and questions followed: Board member Ross noted concern that financials were not sufficient to warrant a delay in the final portion of the Stantec design process. Board members questioned estimated costs associated with Assessment Engineer Report and effluent discharge options. General Manager Perrault responded to questions.

Public member Paul Rohrer noted his concern with apparent movement from effluent discharge by injection to the consideration of other options and possible impact to project design.

Public member Brian O’ Neill commented on his concern regarding new team member observations regarding certain issues that had been previously reviewed and the Board need not stray from the original Feasibility Study on the project.

Mr. Perrault provided further clarification.

Vice President Fayram made a motion to provide direction to the General Manager to return in December with fiscal analysis to implement recommended Action Plan. The motion was seconded by Director Ross. Roll call vote: President Palmer- aye, Vice President Fayram- aye, Director Areme- aye, Director Ross- aye, and Director O’Neill absent. The motion passed 4-0.-

- c. **Update on Grant Funding Options and Pursuit.** Engineer Doug Pike gave a brief report regarding the initiation of the Grant Funding Strategy. Vice President Fayram indicated he would like to see the report as a part of every agenda.

8. GENERAL MANAGER'S REPORT

General Manager Report on current assignments, action items, and general District business. General Manager Perrault reported on recent communication to stakeholders regarding recent activity by Stantec. He advised that the Finance Committee Meeting would be changed to Monday, November 29, 2021. He also indicate the next Board meeting would be held in-person on December 8, 2021, and there would be no remote participation option offered.

9. CLOSED SESSION: The Board adjourned the meeting to Closed Session to review the following items at 7:32 PM.

- a. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** (Code section 54956.9(d)(2))
- b. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION—GENERAL MANAGER** (Government Code section 54957(b)(1))

The Board reconvened to open session at 8: 16 PM. District Counsel reported that both closed session items were independently discussed and no action was taken.

10. INFORMATIONAL ITEMS: None.

11. CALL FOR AGENDA ITEMS: Director Ross requested a regular status report regarding action items required in matching the grant.

12. NEXT REGULAR MEETING: December 8, 2021, St Mark's Episcopal Church, Stacy Hall.

13. ADJOURNMENT: A motion was made by Vice President Fayram to adjourn the meeting. The motion was seconded by Director Ross. The motion passed unanimously with Director O'Neill absent. The meeting was adjourned at 8:24 PM.

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INVOICE PAYMENT

INVOICE PAYMENT



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

ENGINEERING
 PLANNING
 SURVEYING
 CONSTRUCTION MANAGEMENT

October 22, 2021

Project No: LOCS.D.180392.00

Invoice No: 78994

Los Olivos Community Services District
 P.O. Box 553
 Los Olivos, CA 93441

Principal Jeffrey Edwards
 Project Manager Douglas Pike
 Project LOCS.D.180392.00 District Support Services

This Invoice includes:

- 1. General Support to the General Manager: \$3,670.01
- 2. Engineering Tasks: \$555.00
 - a. WRF Grant Management: \$0.00
 - b. Stantec Contract Support: \$277.50
 - c. Site Acquisition - Surveyor Support: \$0.00
 - d. Site Acquisition - Engineering Support: \$92.50
 - e. Attend Technical committee meeting: \$92.50
 - f. Assessment Engineer: \$92.50

Professional Services for the Period: September 1, 2021 to September 30, 2021

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount	
Administrative Support				
Project Coordinator	21.75	105.00	2,283.75	
Project Management				
Engineering Technician	7.50	95.00	712.50	
District Engineer	1.50	185.00	277.50	
Totals	30.75		3,273.75	
Total Labor				3,273.75

Reimbursable Expenses

Pike, Douglas
 6/28/2021 Pike, Douglas Godaddy.com 57.51

Project	LOCSD.180392.00	District Support Services	Invoice	78994
7/6/2021	Pike, Douglas	Walmart	147.06	
7/8/2021	Pike, Douglas	USPS Buellton	22.00	
8/10/2021	Pike, Douglas	USPS Los Olivos	118.00	
Total Reimbursables			1.15 times	344.57
			Level 2 Subtotal	\$3,670.01

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount	
Project Management				
District Engineer	3.00	185.00	555.00	
Totals	3.00		555.00	
Total Labor				555.00
			Level 2 Subtotal	\$555.00
			Current Invoice Amount	\$4,225.01

Outstanding Invoices

Number	Date	Balance
78728	9/20/2021	6,380.00
78559-R1	10/12/2021	7,739.50
Total		14,119.50

Billing Backup

Friday, October 22, 2021

MNS Engineers, Inc.

Invoice 78994 Dated 10/22/2021

1:08:25 PM

Project	LOCS.D.180392.00	District Support Services
Level 2	TASK01	District Management

Professional Personnel

		Hours	Rate	Amount
Administrative Support				
Project Coordinator				
Zepeda, Mary	9/1/2021	4.50	105.00	472.50
Coordinate Publishing the Public Meeting Notice in the SYV News; Create Direct Mailer for Public Meeting Notice to Properties of Interest; Print and Prepare Direct Mailer for 59 properties surrounding the Herthel and Gott Property for Deliver to Post Office on 9/2/21; Update SBC re Mailing Address PO Box Typo in system; Updated the Public Meeting Notice for Property Owners Surrounding the Hethel and Gott Property				
Zepeda, Mary	9/2/2021	4.00	105.00	420.00
Create a revised Direct Mailer for Public Meeting Notice to Properties of Interest; Print and Prepare Direct Mailer for 59 properties surrounding the Herthel and Gott Property for Deliver to Post Office on 9/2/21; and Prepared Public Meeting Notice for Posting in the Post Office; Followup with RP and LP re project completion				
Zepeda, Mary	9/3/2021	.50	105.00	52.50
LOCS.D Website Update - Create Posting of Public Meeting Notice				
Zepeda, Mary	9/7/2021	.25	105.00	26.25
District correspondence including emails				
Zepeda, Mary	9/8/2021	.50	105.00	52.50
File GSI Contract Documents for RP related to Injection Feasibility Study and reorganize file				
Zepeda, Mary	9/9/2021	.25	105.00	26.25
File Billing for MNS and Alshire & Wynder				
Zepeda, Mary	9/13/2021	1.00	105.00	105.00
District correspondence including emails; LOCS.D Website Update - Post Regular Meeting Agenda Packet; Distribution of Packet to Board Members and Interested Parties as requested by RP				
Zepeda, Mary	9/16/2021	.75	105.00	78.75
Followup with RP re distribution of Public Meeting Notice associated with APN 135-240-069; File LAFCO 2 Year Extension				
Zepeda, Mary	9/20/2021	1.00	105.00	105.00
District correspondence including emails				
Zepeda, Mary	9/23/2021	2.25	105.00	236.25
Discuss with TG status of the Transparency Certificate of Excellence; Prepare Aleshire and Wynder, Robert Perrault and GIS Invoices for payment via FIN; Followup with RP and DP re GSI Invoice 0875.001-7 and UPC Invoice 9844; Update Budget Tracking Log				
Zepeda, Mary	9/24/2021	1.00	105.00	105.00
Followup with RP and DP re UPC FIN Direct Deposit Forms and Missing Invoices from UPC and GSi; Forward FIN Approvals to DP; Update Budget Tracking Log				

Project	LOCSD.180392.00	District Support Services			Invoice	78994
Zepeda, Mary		9/27/2021	3.00	105.00	315.00	
	Process FIN Approvals for A&W and RP; Create Single Payment Claims within FIN for approved Aleshire & Wynder and Robert Perrault Invoices; Submit Vendor Change Form for UPC in order to Modify/Activate within FIN that was needed to process payment; Update Budget Tracking Log; Prepare EHS Invoice Reimbursement Request Letter and forward to RP for review and approval for GSI Invoice 0876.001-8; Forward Missing Invoices GSI 0876.001-8 and UPC 9844 for October Finance Committee and Regular Board Meeting					
Zepeda, Mary		9/28/2021	.25	105.00	26.25	
	Update Stakeholder List for Returned Direct Mails for 3 Properties Adjacent to Gott/Hethel Property					
Zepeda, Mary		9/29/2021	1.25	105.00	131.25	
	Process EHS Fund Transfer for GSI Invoice 00876.001-8 for DP; Prepare FIN Approvals for GSI for DP; Create Single Payment Claims within FIN for approved GSI Invoices; Begin Preparation of FI\$Cal Tax Form and forward to RP for completion					
Zepeda, Mary		9/30/2021	1.25	105.00	131.25	
	File Government Agency Taxpayer ID Form and LAFCO Quarterly Report for RP; Reorganize LAFCO Documents within Box File; Followup with RP re Community Update Letter; District correspondence including emails					
Project Management						
Engineering Technician						
Gullikson, Taylor		9/16/2021	1.50	95.00	142.50	
	New Youtube channel, uploading 2019 mtg videos					
Gullikson, Taylor		9/22/2021	1.00	95.00	95.00	
	Youtube video upload, forwarding LAFCO report					
Gullikson, Taylor		9/23/2021	1.00	95.00	95.00	
	Uploading Youtube video, signing up for streamline emails					
Gullikson, Taylor		9/29/2021	3.00	95.00	285.00	
	Emails, posting LAFCO report, creating content calendar					
Gullikson, Taylor		9/30/2021	1.00	95.00	95.00	
	Youtube video upload, emails					
District Engineer						
Pike, Douglas		9/7/2021	.50	185.00	92.50	
	FRinancial Report help to Bob					
Pike, Douglas		9/10/2021	.50	185.00	92.50	
	Checked Mail and Posted Agenda for Bob, forwarded mail.					
Pike, Douglas		9/13/2021	.50	185.00	92.50	
	Training Scheduling via Target Solutions (SDRMA Platform)					
	Totals		30.75		3,273.75	
	Total Labor					3,273.75
					Level 2 Subtotal	\$3,670.01

Level 2 TASK02 Engineering Tasks

Professional Personnel

			Hours	Rate	Amount
Project Management					
District Engineer					
Pike, Douglas		9/7/2021	1.00	185.00	185.00

Project	LOCSD.180392.00	District Support Services		Invoice	78994
		Stantec Los Olivos Scope and Fee - Revised, comments to Bob and discussion			
Pike, Douglas		9/8/2021	.50	185.00	92.50
		Phone call with Stantec regarding their cost proposal			
Pike, Douglas		9/10/2021	1.00	185.00	185.00
		Technical Committee Meeting (1)			
		List of Assessment Engineers to Bob (1)			
Pike, Douglas		9/27/2021	.50	185.00	92.50
		Onsite Meeting with Carlo Achadjian (County ROW)			
		Totals	3.00		555.00
		Total Labor			555.00
				Level 2 Subtotal	\$555.00
				Project Total	\$4,225.01
				Total this Report	\$4,225.01



Los Olivos CSD <losolivoscSD@gmail.com>

Renewal receipt for order #1893711451.

GoDaddy Renewals <renewals@godaddy.com>
 To: losolivoscSD@gmail.com

Mon, Jun 28, 2021 at 5:48 PM

Need Help? [Contact us.](#)

Customer #: 190699995

Thanks!

Your items have been renewed.

Product	Quantity	Term	Price
.COM Domain Renewal losolivoscSD.com	1 Domain	3 Years	\$57.51
Subtotal:			\$57.51
Tax:			\$0.00
Total:			\$57.51

We have billed your Visa card ending with the last two digits: 63 for the amount of \$57.51.

To review all your products and services, [sign in to your account.](#)

If your products are on a 1 month subscription term, they will automatically renew next month at the same price listed here, unless otherwise indicated.



BUELLTON
140 W HIGHWAY 246
BUELLTON, CA 93427-9721
(800)275-8777

07/08/2021 11:15 AM

Product	Qty	Unit Price	Price
US Flag Bklt/20	2	\$11.00	\$22.00

Grand Total: \$22.00

Credit Card Remitted \$22.00

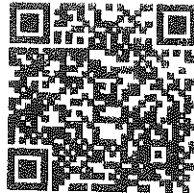
Card Name: AMEX
Account #: XXXXXXXXXXXX1001
Approval #: 829307
Transaction #: 611
AID: A000000025010801 Chip
AL: AMERICAN EXPRESS
PIN: Not Required

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805-735-9088 Mgr: JARED
701 W CENTRAL AVE
LOMPOC CA 93436

ST# 01989 OP# 009005 TE# 05 TR# 09528
STAMPS 000000000750K
12 AT 1 FOR 11.00 132.00 0
ENVELOPES 008522761746 3.74 X
INDEX CARD 084410602694 0.78 X
ENVELOPES 008522761748 9.24 X
CKOUT BAGTAX 000000001101K 0.10 0
SUBTOTAL 145.86
TAX 1 8.750 % 1.20
TOTAL 147.06
AMEX TEND 147.06

AMERICAN EXPRESS *** **** ***1 001 I 0
APPROVAL # 835536
REF # 118700608024
TRANS ID - 001426250525488
AID A000000025010801
AAC C888CF75A30A4071
TERMINAL # SC011365

07/06/21 08:28:44
CHANGE DUE 0.00
ITEMS SOLD 16

TC# 5026 8990 6513 1540 3652 1



Low Prices You Can Trust. Every Day.
07/06/21 08:28:44
CUSTOMER COPY



LOS OLIVOS
 2880 GRAND AVE STE B
 LOS OLIVOS, CA 93441-9997
 (800)275-8777

08/10/2021 10:18 AM

Product	Qty	Unit Price	Price
Box Renewal			\$118.00
ZIP Code SM : 93441			
Box #: 345			
Rental Start Date: 09/01/2021			
Next Renewal Date: 08/31/2022			
Customer Name: LISA PALMER			

Grand Total: \$118.00

Credit Card Remitted \$118.00
 Card Name: AMEX
 Account #: XXXXXXXXXXXX1001
 Approval #: 860068
 Transaction #: 057
 AID: A000000025010801 Chip
 AL: AMERICAN EXPRESS
 PIN: Not Required

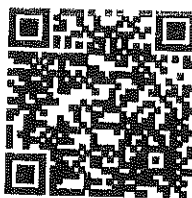
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or call 1-800-410-7420.

UFN: 054560-0441
 Receipt #: 840-59130124-1-2597059-2
 Clerk: 2



55 SW Yamhill Street, Suite 300
 Portland, OR 97204
 P: 503.239.8799
 accounting@gsiws.com
 www.gsiws.com

Robert Perrault
 Los Olivos Community Services District
 PO Box 345
 Los Olivos, CA 93441

November 10, 2021
 Invoice No: 00876.001 - 10

Project 00876.001 Groundwater Quality Management Services

Activities during this billing period include:

- Develop detailed cost estimates for proposed Test Well and associated monitoring well as requested by LOCSO staff.
- Conduct phone calls and emails with LOCSO staff re project options, site selection alternatives and groundwater monitoring program elements.
- Develop/send well records request from Santa Barbara County EHS, and review records provided.
- Attend October 13 LOCSO Board meeting and provide information on project options, site selection, regulatory considerations and elements of the Draft Preliminary Cost Analysis.
- Project Management

Professional Services from October 1, 2021 to October 31, 2021

Task	.004	Technical Memorandum and Submittals			
Labor					
			Hours	Rate	Amount
Principal Consultant					
Thompson, Timothy			3.25	265.00	861.25
Managing Hydrogeologist					
Franz, Brian			3.50	160.00	560.00
Project Geologist					
Lapostol, Andres			4.25	135.00	573.75
		Totals	11.00		1,995.00
		Total Labor			1,995.00
				Total this Task	\$1,995.00

Task	.005	Project Management			
Labor					
			Hours	Rate	Amount
Principal Consultant					
Thompson, Timothy			4.00	265.00	1,060.00
Project Geologist					
Lapostol, Andres			5.75	135.00	776.25

Project	00876.001	Los Olivos: GW Quality Mgmt Services	Invoice	10
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Administration				
Deck, Anneliese	.50	90.00	45.00	
Totals	10.25		1,881.25	
Total Labor				1,881.25
			Total this Task	\$1,881.25

Project Summary	Current Period	Prior Periods	Invoiced to Date	
Total Billings	3,876.25	51,320.00	55,196.25	
Authorized Budget			85,000.00	
Budget Remaining			29,803.75	
			Total this Invoice	<u><u>\$3,876.25</u></u>

Outstanding Invoices		
Number	Date	Balance
7	8/5/2021	1,926.25
9	10/8/2021	4,706.25
Total		6,632.50



55 SW Yamhill Street, Suite 300
 Portland, OR 97204
 P: 503.239.8799
 accounting@gsiws.com
 www.gsiws.com

Robert Perrault
 Los Olivos Community Services District
 PO Box 345
 Los Olivos, CA 93441

November 10, 2021
 Invoice No: 00876.002 - 2

Project 00876.002 Groundwater Quality Management Services Preliminary Cost Analysis
 Activities during this billing period include:

- Provide follow up information and revisions to the Preliminary Cost Analysis.
- Participate in telephone/zoom discussions with Bob P.

Professional Services from October 1, 2021 to October 31, 2021

Task	.001	Preliminary Cost Analysis			
Labor					
			Hours	Rate	Amount
Principal Consultant					
Thompson, Timothy			2.00	265.00	530.00
Administration					
Deck, Anneliese			.50	90.00	45.00
Totals			2.50		575.00
Total Labor					575.00
				Total this Task	\$575.00

Project Summary	Current Period	Prior Periods	Invoiced to Date
Total Billings	575.00	11,001.25	11,576.25
Authorized Budget			12,500.00
Budget Remaining			923.75
		Total this Invoice	\$575.00

Outstanding Invoices

Number	Date	Balance
1	10/8/2021	11,001.25
Total		11,001.25



ROBERT PERRAULT

1311 Crystal Cove Circle □ Grover Beach, CA 93433
(805) 668-7131 □ robertjperrault51@gmail.com

Date: 11/15/2021
To: Lisa Palmer
President, Los Olivos, Community Service District
PO Box 345,
Los Olivos CA, 93441

No. 620

Date	Description	Unit Hours	Total
11/15/21	General Management		
	Services provided to Los		
	Olivos Community Service Dist. For 9-15 to 10-15 2021	30	\$4,050.00
	Per attached detail		
		Total	\$4,108.62

**Total Due By:
Due Upon
Receipt**

Thank you for your business!

Robert J Perrault

Memo to: Lisa Palmer, President Los Olivos Board CSD, Board of Directors
From: Bob Perrault, General Manager
Subject: Invoice Detail October 16- November 15, 2021
Date: November 29, 2021

Date	Description	Hrs	Amount
10-18	Memos to Board Setting Workshop Meeting Contact with CSDA	2	\$270.00
10-19	Discussion- discussion Eng. Review and respond to email/ Board President	1.5	\$202.50
10-20	Attendance at Wastewater Stakeholders meeting, meeting Meeting w/ District Eng.	2.5	\$337.50
10-22	Discussion w/ possible Assess. Eng. Review USDA Requirements Respond to resident email, deal W/ survey issue	2	\$270.00
10-25	Workshop Preparation, / St Mark's Communicate w/ Board. Phone Call with Stantec	3	\$405.00
10-26	Zoom meeting with Waterboard Participated in Kick off Zoom W/ Stantec, Workshop preparation	3	\$405.00
10- 28	Complete materials for Workshop Meeting with Stantec	1.5	\$202.50
11- 3	Zoom meeting with Cambria CSD and follow up discussion w/ District Eng.	1.5	\$202.50

11-4	Workshop Board Meeting prep Set-up and take down, Board Meeting	3	\$405.00
11-8	Finish Board Agenda prep And Distribution	2	\$270.00
11-9	Finance Committee attendance	2	\$270.00
11-10	Meeting Prep- set up attendance Take down	3	\$405.00
11- 12	Complete Email from District re Stantec Draft letter to EHS, schedule meeting w/ MNS	1.5	\$202.50
11- 15	Respond to Email sent to District Phone call with Dist. Eng.	1.5	\$202.50

ITEM 7 a. ATTACHMENT

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



Memo To: President Palmer and Board Members
From: Bob Perrault, General Manager
Subject: Consideration of An Action Plan and Budget Modification for FY 21-22
Date: December 8, 2021

On November 4, 2021, the Board conducted a workshop. The purpose of the workshop was to review the status of the septic to sewer project and identify realistic options for moving the project forward. The Board further discussed the resulting key points from the workshop during the meeting of November 10, 2021. The Board requested that this item be brought back at this meeting. The General Manager was directed to return with the fiscal analysis to implement the Action Plan. As a result of the direction, staff has further modified the Key Points of the Action Plan and developed the attached Budget Modification Request.

Action Plan Key Points:

1. Retain a consultant to review effluent discharge options as soon as possible, Engineer to the District, to evaluate, review and present outcomes and recommendations to Board. **Recommendations on Consultant retention to be presented to the Board at the meeting of January 12, 2022, by General Manager/Engineer**
2. Place further work by GSI Water Solutions on a proposed Injection Feasibility Study on hold until a review of effluent discharge options is complete. The hold is based on the fact that the completion of the study will cost \$200,000 and the cost for the drilling of wells range between \$200,000 to \$800,000. **The hold has been placed on further work effective 11-10-21.**
3. Modify the completion date of the Preliminary Design beyond the 30% design level until the next Fiscal year. This modification of the completion date for Preliminary Design services will spread the ultimate cost for the work over two fiscal years and will create the resources to complete the retention of a Consultant/ Engineer to complete the Study of effluent discharge options. **Responsible Party Stantec- General Manager, 12-08**
4. Retain an assessment engineer to develop a financial model that will consider project costs, outside finding, and assessment share. **Recommendations regarding the retention of an Assessment Engineer will be forwarded to the Board by January 15, 2022. Responsible Party- General Manager**
5. Focus efforts on an aggressive strategy to seek and peruse additional grant funding. The district has retained the assistance of MNS to develop and implement grant seeking strategy.

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

Lisa Palmer, President
Tom Fayram, Vice President
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Brian O'Neill, Director
Brad Ross, Director



Greg Jaquez from MNS will take the lead and monthly reports will be made to the Board of Directors and Finance Committee.

6. Develop a full and accurate schedule that would include prioritized critical path, budget, and date-specific timeframe. **Please see the attached.**
7. Initiation of Environmental Review will be dependent on the sufficiency of the project design and the selection of probable sites and alternatives.
8. Stantec to complete review of sites. The sites contained in the UPC Siting Study should serve as a base, but Stantec should not be limited to the 18 sites. Completion of Stantec's Technical review of sites is expected in the Bases of Design Report. **Presented to Board by Stantec / General Manager January 15, 2022**

Budget Modification Request

The Budget Modification Request consists of two components: The first is a recommended realignment of budgeted costs contained within the Professional Services category. The second is a request to adjust the amount budgeted for the District Engineer (MNS) by 18,000.

The total amount approved for Professional Services was \$439,000. At the time of budget development, a total of \$115,750 was noted for future allocation. Since Budget adoption, the Board directed the Wastewater Project to be designed as a single project for the entire community. The Board authorized the issuance of the Notice to Proceed to Stantec for the preliminary design in the amount of \$266,750. The Board authorized an additional \$10,000 for a siting study and also directed staff to proceed with the study of effluent discharge options. The modifications requested in the Professional Services category allocate the amount noted as "available" to meet the expenditures needed to accomplish the Board's direction.

According to Stantec the final phase of their work will be accomplished in the last quarter of this Fiscal Year. The modification recognizes the final payment for the work will be realized during the first quarter of the next fiscal year. The Board does have the option to use district reserves to complete the payment to Stantec before the next fiscal year in the event payment is practical and beneficial.

The requested modification to the budget in the Direct Services category for Engineering Services in the amount of an additional \$18,000 reflects an accurate amount necessary to complete supportive tasks of the district. The Engineering Services line item is fairly broad and incorporates not only "direct engineering support but also several administrative services that support both the Board and General Manager. I expect direct engineering support will approximate \$1,000 a month for the rest of the Fiscal

Lisa Palmer, President
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Year while the administrative support should be capped at \$2,000 a month. Consequently, the staff is recommending the modification of the budget to allocate an additional \$18,000 for these services.

FY 20-21 Budget Modifucation Request

	Approved	YTD	Recom. Bud.	Modification
Beginning Bal.	\$213,370		\$213,370	
Revenues				
Special Tax				
Assessment	196,253	-0-	\$196,253	-0-
County EHS	\$124,000	\$18,223	\$124,000	-0-
State Grant	\$150,000	-0-	\$150,000	-0-
Revenue Total	\$470,253	\$18,223	\$470,253	-0-
Expenditures				
Services and Sup.				
Insurance	\$2,500	\$162	\$2,500	-0-
Audit and Account.	\$4,000	\$59	\$3,941	-0-
Membership	\$1,200	\$1,102	\$1,200	-0-
Office Expense	\$2,000	-0-	\$2,000	-0-
Total Serv. & Sup.	9,700	\$1,322	\$9,700	-0-
Professional Serv.				
Stantec Prel. Design	\$180,000	-0-	\$209,350	\$29,350
Siting Study		-0-	\$10,000	\$10,000
GSI Grnd Water Mg.	\$48,250	\$13,392	\$48,250	-0-
GSI Inj Feas.	-0-	\$11,000	\$12,500	\$12,500
Effl. Opt.	-0-		\$60,000	\$60,000
Pre. Env	\$65,000	-0-	\$65,000	-0-
Assessment Eng	\$30,000	-0-	\$30,000	-0-
Avail \$ Prof Serv	\$115,750		\$3,900	(\$111,850)
Total Prof Serv.	\$439,000	\$24,392	\$439,000	
Direct Support Serv				
Legal Fees	\$27,000	\$10,460	\$27,000	-0-
Grant Asst.	\$10,000	-0-	\$10,000	-0-
Gen Mang.	\$49,000	\$11,620	\$49,000	-0-
Dist Eng	\$18,000	\$12,590	\$36,000	\$18,000
Publica. Noc	\$5,000	-0-	\$5,000	-0-
Assess. Proc	\$15,000	-0-	\$15,000	-0-
Training	\$1,500	-0-	-0-	(\$1,500)_
Comm Serv.	\$930	-0-	\$930	-0-
Total Dir. Supp.	\$126,430	\$34,670	\$142,930	\$16,500
Total Exp	\$575,130	\$60,384	\$591,630	\$16,500
Ending Bal	\$108,493		\$91,993	

**Los Olivos Community Services District
Action Plan Updated 12-5-2021**

Task	Start Date	End Date	Duration	Budget
Stantec Siting Study	10/14/2021	1/15/2022	93	\$10,000
Stantec Siting Study Draft Submittal	12/8/2021	12/9/2021	1	
Stantec Load Study Update	11/1/2021	12/8/2021	37	\$20,000
Stantec Basis of Design	11/1/2021	12/10/2021	39	\$13,876
Stantec Basis of Design Draft Report	11/15/2021	12/10/2021	25	
Stantec Basis of Design Board Approval	1/11/2022	1/12/2022	1	
Stantec 30% Design	1/12/2022	4/13/2022	91	\$173,048
Stantec 30% Design Draft Submittal	3/15/2022	3/16/2022	1	
Stantec 30% Design Board Review	4/13/2022	4/14/2022	1	
Stantec 60% Design (FY 2022-23)	7/1/2022	10/2/2022	93	
Effluent Disposal Options Analysis	12/5/2021	3/15/2022	100	\$60,000
Effluent Disposal Study Consultant Selection	12/10/2021	1/12/2022	33	
GSI Well Drilling	12/10/2021	1/10/2022	31	\$15,000
GSI Groundwater Monitoring	1/10/2022	6/30/2022	171	\$33,000
MNS Grant Effort	11/1/2021	4/13/2022	163	
Select Assessment Engineer	12/10/2021	1/15/2022	36	\$30,000
MNS WRF Report	1/28/2022	5/6/2022	98	\$8,000

Los Olivos CSD Action Plan

10/14/2021 12/3/2021 1/22/2022 3/13/2022 5/2/2022 6/21/2022 8/10/2022 9/29/2022 11/18/2022

Axis Title



ITEM 7 d. ATTACHMENT

Executive Summary

It is the request of Santa Barbara County to seek approval from the Central Coast Water Quality Control Board (Regional Water Board) to modify and incorporate special interim provisions under its Local Agency Management Program (LAMP) as outlined in this LAMP Addendum 1, dated _____.

These special provisions for water quality protection from new, existing, or replacement Onsite Wastewater Treatment Systems (OWTS) within the Los Olivos Community Services District will be codified to maintain and preserve groundwater water quality, and to establish interim policies for OWTS during a planned septic to sewer conversion for designated Special Problems Areas. This Addendum is consistent and supportive of the adopted LAMP policy recommendation for a community wastewater facility in Los Olivos, and outlines a transition of regulatory authority to the Regional Water Board in the Los Olivos community by February 28, 2027, or as other mutually agreed upon date between Santa Barbara County and the Regional Water Board.

Local Agency Management Program - Los Olivos Special Problems Area

In accordance with the State Water Resources Control Board's Water Quality Control Policy for Siting, Design, Operation, and Maintenance of Onsite Wastewater Treatment Systems (OWTS Policy), a Local Agency Management Program (LAMP) dated July 21, 2015 was established for unincorporated Santa Barbara County, and to include special districts. Santa Barbara County Code, Chapter 18C, Article 1 – Onsite Wastewater Treatment Systems establishes the director of the Environmental Health Services division of the Santa Barbara County Public Health Department as the administrative authority to enforce these provisions.

As authorized by the Central Coast Regional Water Quality Control Board (Regional Water Board), the LAMP establishes alternative (Tier 2) standards for the local management of new or replacement OWTS within unincorporated Santa Barbara County. The LAMP also identifies Special Problems Areas for OWTS within the county, including the Los Olivos community. A Special Problems Area is locally designated by the Board of Supervisors in Chapter 10, Article XV of the Santa Barbara County Code as having severe constraints to development that include, but are not limited to, access, drainage, and wastewater disposal. For the unincorporated town of Los Olivos, a 2003 Septic System Sanitary Survey specifically recommended that environmental and sewer feasibility studies be undertaken to develop and implement a community wastewater facility for Los Olivos. The need for a community wastewater solution in Los Olivos stems from the very high density of development in the town, combined with the inherent soil and groundwater conditions that force homeowners and businesses to utilize drywell systems that discharge into the groundwater strata in the area.

To address Special Problems Areas, the LAMP established specific provisions for new or replacement OWTS to ensure adequate wastewater treatment and to protect groundwater from elevated nitrate loading impacts. Included in these provisions is the requirement for supplemental treatment for new or replacement OWTS for parcels less than 2.5 gross acres in size. This special provision was codified in local ordinance in Chapter 18C-3(4) in Santa Barbara County Code.

In accordance with the State OWTS Policy, the LAMP shall detail the scope of its coverage, and provide local site evaluation, siting, design and construction requirements (OWTS Policy Section 9.2). Special provisions applicable to OWTS within specified geographic areas near impaired water bodies may also be detailed within a LAMP and be substantive and/or procedural, and may include, as examples: consultation with the Regional Water Board prior to issuing permits, supplemental treatment, development of a management district or zone, special siting requirements, additional inspection and monitoring.

Since approval, Santa Barbara County has adhered to the Local Agency Management Program, including all requirements for monitoring and reporting. The State OWTS Policy specifies that if a local agency wishes to modify its Local Agency Management Program, it shall provide the State Water Board and all affected Regional Water Board(s) written notice of its intended modifications and continue to implement its existing Local Agency Management Program until the modifications are approved.

Due to the formation of the Los Olivos Community Services District and planned community wastewater treatment and disposal facility, it is the intent of Santa Barbara County to incorporate this Addendum to the LAMP by reference and to establish interim special provisions for OWTS during the sewerage conversion of the Los Olivos community.

Los Olivos Community Services District

On April 13, 2017, the Santa Barbara Local Agency Formation Commission (LAFCO) adopted Resolution No. 17-03, authorizing the formation of the Los Olivos Community Services District with statutory powers authorized by the Community Services District Law, Government Code section 61000 et. seq. LAFCO officially issued a Certificate of Completion in the formation of the Los Olivos Community Services District on April 5, 2018, following the successful County certified vote on January 30, 2018.

The District was created to be the governance structure for Los Olivos to address wastewater treatment requirements and the implementation of a septic to sewer conversion. Since formation, an agreement was reached with the County of Santa Barbara in October 2020 for a potential site easement within excess County Road right-of-way. Siting and site procurement of a Wastewater Treatment Plant Location study is under-way by Urban Planning Concepts with completion expected in March 2021. A Preliminary Environmental Assessment is under preparation, also by Urban Planning Concepts; expected completion June 30, 2021.

The District has provided information on the studies completed and ongoing, as well as the grant funding being sought or secured from several sources. The District’s letter to LAFCO dated March 19, 2021 identified the Project Goals and individual objectives that were underway or completed for each goal. These include:

- Successful securing of a County Environmental Health Services grant of \$180,000 in support of District Goal 3 (implementation of Local Groundwater Monitoring Program) and Goal 4 (Phased Collection and Treatment System Implementation):
- Discussions with County regarding treatment plant siting options.
- Working with County Environmental Health Services and letting a contract for preparation of update to the Los Olivos Local Area Management Plan in accordance with State guidelines that establish appropriate requirements for continued residential onsite wastewater treatment systems (“OWTS”).
- Contract with Water Consultancy Inc., for preparation of Engineers Report for preliminary studies, design, and environmental review. This will provide the basis for the Proposition 218 assessment.
- Preparation of a Local Groundwater Monitoring Program.
- Preparation of a preliminary environmental assessment for the project.

At its June 3, 2021 meeting LAFCO unanimously approved the District’s request to extend the timeline for holding a benefit assessment election. The District made this request in order to complete the necessary studies, project design and project cost estimates needed prior to holding a benefit assessment election, now projected to be held early summer 2022. A two-year extension was approved, which expires in April 2023. LAFCO is the government agency that oversees development and changes in government agency organizations.

As this project is scheduled to be completed by February 28, 2027, the Local Agency Management Plan for OWTS in Los Olivos has incorporated the following special interim provisions for this Special Problems Area for the planned septic to sewer conversion by the Los Olivos CSD.

Local Agency Management Plan – Addendum 1

Special Provisions for OWTS in Los Olivos Special Problem Area

The formation of the Los Olivos Community Services District (LOCSD) and the planned centralized wastewater collection and treatment system to be operated under a Report of Waste Discharge Requirements by the Regional Water Quality Control Board (Regional Water Board) establishes a need for the local administering authority to implement interim special provisions for owners of Onsite Wastewater Treatment Systems (OWTS) located in the Los Olivos Special Problem Area during this regulatory oversight transition to the State of California, Regional Water Board.

These interim special provisions include:

1. Owners of OWTS that were constructed and operating, or permitted, within the Los Olivos Community Services District boundary will not be subject to the supplemental treatment standards for OWTS discharges found in Santa Barbara County Code Section 18C-3 if the existing OWTS is deemed to be failing and/or in need of repair or upgrade, provided that:
 - The owner has committed by way of a legally recorded document with the County Recorder’s Office to connect any existing building structures with plumbing to a centralized wastewater collection and treatment system when it becomes available; and
 - The specified date of connection to a centralized community wastewater collection and treatment system is no later than [February 28, 2027] or as otherwise authorized by the Regional Water Board at which time discharges of waste within LOCSD will be regulated separately by the Regional Water Board.
2. Owners of proposed new OWTS, or modifications to expand an existing OWTS, within the Los Olivos Community Services District shall be subject to the supplemental treatment standards for OWTS discharges pursuant to Santa Barbara County Code Section 18C-3(A)(4).
3. The administering authority for the LAMP (County of Santa Barbara Environmental Health Services) may issue a permit for the installation of a new or modified OWTS to service expanded occupancy or building structures within the Los Olivos Community Services District without installation of dual dispersal field provided that:
 - The owner has committed by way of a legally recorded document with the County Recorder’s Office to connect any existing building structures with plumbing to a centralized wastewater collection and treatment system by no later than [February 28, 2027 or as otherwise authorized by the Regional Water Board]. Designation of a one hundred percent expansion area is still required, where the “expansion area” means an undeveloped area designated as a location for an additional dispersal field if needed prior to sewer connection.

Santa Barbara County Code Revisions

To enact the special provisions listed herein, the Santa Barbara County Code, Section 18C-3 will be amended to read:

Sec. 18C-3. General provisions.

- (A) Requirement for Adequate Wastewater Treatment.
- (1) Any structure, regardless of use, that produces wastewater shall have adequate wastewater treatment as required by the California Plumbing Code, as amended and adopted by the County of Santa Barbara in chapter 10, article IV. Wastewater treatment shall either be accomplished by means of an approved onsite wastewater treatment system or connection to a public sewer.
 - (2) The minimum daily design flow for residences shall be three hundred-seventy five gallons per day for up to three bedrooms. Each additional bedroom above three shall increase the daily design flow by seventy-five gallons per day.
 - (3) Chemical toilets may be used only on a temporary or occasional basis.
 - (4) A supplemental treatment system for new, modified or replacement onsite wastewater treatment systems shall be required under any one of the following conditions:
 - a) The following shall apply to areas designated by the board of supervisors as a "special problem area" for the use of onsite wastewater treatments systems due to treatment and dispersal constraints:
 - i) If the existing onsite wastewater treatment system is found to no longer meet minimum standards to serve a proposed project that requires a land use permit, coastal development permit, or building permit, then a supplemental treatment system shall be installed.
 - ii) If the existing onsite wastewater treatment system dispersal field has failed, then a supplemental treatment system shall be installed. Replacement of tanks and repairs not requiring permits do not trigger the requirement for supplemental treatment.
 - iii) For projects that require onsite wastewater treatment system modifications, including but not limited to, bedroom additions, intensification of use and major remodels, then supplemental treatment shall be installed. Projects and uses that add development area but not additional flow will not be required to install supplemental treatment.
 - iv) If the project is located within the designated special problems area on a parcel with the AG-I, AG-II, RR, 3-E-1, 5-E-1, 10-E-1, or 3.5-EX-1 zone district, and the parcel is equal to or greater than 2.5 gross acres, the project will need to meet minimum state and county standards but will not be required to install supplemental treatment.
 - v) If sewer is deemed to be feasibly available within a designated special problem area by the administering authority, and the project is located within an established service area of a sanitary sewer district, a recorded land use covenant to connect the building to sewer may be approved by the administering authority in lieu of supplemental treatment for any replacement onsite wastewater treatment system.
 - b) Areas identified by the regional water quality control board as having groundwater basins experiencing significant groundwater degradation due to onsite wastewater treatment systems.
 - c) When the seepage pit method of wastewater dispersal is used on parcels of five acres or less or where the seepage pit has a maximum absorptive capacity greater than or equal to eight

thousand gallons per day or absorptive rates between five hundred and one thousand gallons per day.

- d) On previously developed severely constrained lots where a repair is required but no conforming onsite wastewater treatment system can be constructed.
- e) For the creation of parcels of one to two-and-one-half acres in size irrespective of the type of dispersal field. A notice to property owner shall be recorded with the map indicating that an OWTS utilizing a supplemental treatment system shall be required when development occurs.

Sec. 18C-5. - New system standards.

(E) Dual Dispersal Area Requirements for Onsite Wastewater Treatment Systems.

- (1) For new onsite wastewater treatment systems serving commercial projects installation of dual dispersal fields connected with a diverter valve is required. A third area of adequate size shall be set aside for future expansion of the onsite wastewater treatment system.
- (2) Residential OWTS shall have dual fields installed with a one hundred percent set aside if the project is located on a parcel equal to or less than 2.5 gross acres. If the project is located within the AG-I, AG-II, RR, 3-E-1, 5-E-1,10-E-1, or 3.5-EX-1 zone district, and on a parcel equal to or greater than 2.5 gross acres the OWTS will need to meet minimum state and county standards but will not be required to install dual fields. The administrative authority may require that dual fields be installed and have a one hundred percent expansion area set aside if the dispersal field area is found to be severely constrained irrespective of parcel size or zoning designation.
- (3) If sewer is deemed to be feasibly available within a designated special problem area by the administering authority, and the project is located within an established service area of a sanitary sewer district, a recorded land use covenant to connect the building to sewer may be approved by the administering authority in lieu of installation of dual fields, provided a one hundred percent expansion area is maintained.

....

Attachment A: Land Use Covenant Form

ITEM 7 d. ATTACHMENT

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



Memo To President Palmer, Board members

From: Bob Perrault, General Manager

Subject: Grant Strategy Update

Date: December 8, 2021

Attached you will find the latest Grant Strategy Update form as developed by MNS. On Monday November 22, 2021, President Palmer met with Greg Jaquez and Doug Pike from MNS, and me to discuss Grant Seeking Strategy. The following are key point of the meeting.

- Funding from State and Federal Government will become available for Septic to Sewer Projects next Year and beyond. **Grant Regulations expected early 2022. MNS, Greg Jaquez will track. Updates will be provided on a monthly basis to**
- State Funds will be available through State Recycling Fund.
- Federal Funds will likely be channelized through existing State Programs-
- Regulations are being developed for Federal Programs and will be out early next year
- Title 16 in Federal Program will fund water recycling and reuse programs
- Important to develop partnerships with GSA and I D-1 now as they may have access to Title 16 and Prop 68 funds. **General Manager and President Palmer to set up initial meeting January, 2022**
- Will need to demonstrate benefit of effluent discharge to partners
- Need to complete review of effluent options as soon as possible as option selected may open door to funding source- **Retention of Consultant, January 12, 2022 / Completion of effluent options- March 2022.**
- Need to press on County/ EHS for Funding of Groundwater Monitoring Program. **On going , President Palmer/ General Manager**
- Timing will be an issue in accessing State and Federal Funds. **Expect Regulations completed in early 2022, applications accepted Fall 2022- Grant awards- Spring 2023. MNS will track.**
- Need to initiate lobbying effort at both the State and Federal Level. **ASAP- President Palmer/ General Manager**

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

Los Olivos CSD										
Grant & Funding Opportunities										
			Successful Grants	Priority Funding to Pursue	May Become a Viable Funding Option	Considered and Rejected				
Rank	Agency	Contact	Program	Grant/Loan Info	Eligibility	Eligible Uses	Funding Limits	Terms	Filing Dates	Other Notes/Updates
1	County of Santa Barbara. countyofsb.org/phd/ehs/home.sbc		Environmental Health Services	Potential funding for Groundwater Management Plan, Local LAMP	Special Problem Area Within County					\$180,000 Finding for preliminary studies
2	CA State Water Resources Control Board. www.waterboards.ca.gov/water_issues/programs/grants_loans/srff/index.html	Kim Hanagan (916) 323-0624 kim.hanagan@waterboards.ca.gov	WATER RECYCLING FUNDING PROGRAM	50% Grant, 50% Loan for non-disadvantaged communities	funding for water recycling projects that offset or augment state or local fresh water supplies and water recycling research. These Guidelines establish requirements to obtain WRFPP funding; water recycling construction projects must also comply with the applicable requirements of the Policy for Implementing the Clean Water State Revolving Fund (CWSRF Policy)	Planning & Construction	50% Grant, 50% Loan	50% Grant, 50% Loan	Draft Program Document Routed October 15, 2019	Awarded \$300,000 Matching Plannig Grant. Authorization expected September
3	California Department of Water Resources. water.ca.gov/Work-With-Us/Grants-And-Loans/Sustainable-Groundwater	Kelley List (916) 651-9222 kelley.List@water.ca.gov	Sustainable Groundwater Implementation Grant Program (Prop 68)	Provides funds for projects that address drought and groundwater investment to acheive sustainability such as groundwater recharge.	Public agencies	Development of groundwater recharge projects.	\$90 million available	Draft PSP expected Q4 2020, Q1 2021	Pre-application workshops being held throughout summer, grants will be awarded in fall.	Only GSA Member Agencies are eligible unless in IRWM Plan. Should consider getting into IRWMP plan (Summer 2021) and then following Prop 68 cycle.
4	CA State Water Resources Control Board. www.waterboards.ca.gov/water_issues/programs/grants_loans/srff/index.html	Jennifer Toney (916) 319-8246 jennifer.toney@waterboards.ca.gov; a. Katie McNeill – Grant Coordinator SLO RWQCB Region 3	Clean Water State Revolving Fund Program	Loan financing, some principle forgiveness. Grants available for small disadvantaged communities. c. Strongly suggested we apply for an SRF Loan NOW, qualifies us for an "Intended Use Plan" for the 2020-21 Funding Cycle, gives us access to various SRF Pockets (includes Water Recycling Funding Program discussed at our October 9 meeting	Public agencies, 501(c)(3) non-profits	Wastewater olection and treatment facilities. Reuse or recycling of wastewater. Funds can be used for planning, design, construction, construction management, administration and value engineering.	\$625 million available (financed through State GO Bonds)	Loans at one-half of GO Bond interest rate.	Continuous. We are in the program	We have our foot in the door here with our Water Recycling Grant. Planning grants up to \$500K, construction grants up to \$8 million. Potential for additional money if our ground water is part of source of drinking water (watershed). Prop 1 Funds poor bet-mostly allocated

5	CA Rural Water Association (CRWA). https://calruralwater.org/	Dustin Hardwick and Marshall Locke	Can help with USDA Rural Guaranteed loans, Cooperative Bank Loans, 4% range	Provides financing for public infrastructure projects such as energy efficiency, renewable energy, water sector, alternative technologies and alternative fuels. Utility rate studies, MHI Survey, engineering services, backflow testing.	Cities, counties, special districts, non-profits.		Membership based on number of connections. Ex: 200-499 is \$519. 500-999 is \$612 annually.	4% Range		This is always an option
7	www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program/ca	Katie Schmitt (530) 792-5827 kaitlin.schmitt@ca.usda.gov	Community Facility (CF) Direct Loan	Finance new construction or repair. Development of essential community services.	Cities, towns, unincorporated areas with population of less than 20K.	Construct or repair roadways (not including private roads).	None. Average size is \$3-5 million.	Loans 4.25%, 40 years.	Continuous filing.	Always an option but limited by funding limits
7	US Bureau of Reclamation. https://www.usbr.gov/lc/	Dennis Wolfe, Area Engineer (951) 695-5310 atdwolfe@usbr.gov	Title XVI - Water Reclamation and Reuse Grant	Identifies and investigates opportunities to reclaim and reuse wastewaters and impaired ground and surface water.	Complete a Title XVI Feasibility Study with review and certification by Reclamation that meets all of the requirements of Reclamation Manual Release WTR 11-01. The recipient may receive up to 75% of the total project cost.	Can be used for planning, design and construction. Projects should be for collection, treatment and reuse of wastewater. Reuse includes irrigation and other opportunities to "stretch" water resources.	Total available is \$20M. Number of applications to be awarded a grant is 4 to 8.	None	Deadline to file is June 28, 2019. (FOA fiscal season begins Oct. 1)	Very laborious process. Our current Project Report can prepare us to apply for this opportunity (Title 16 Feasibility Study) FOAs (Funding Opportunity Announcements) are continuously posted, complete SAM (System Award Management) registration to get onto list to be automatically informed of upcoming opportunities.
7	California Special District Association (CSDA)				Cathrine Lemaire, Program Manager, CSDA Finance Corporation, 1112 I Street, Suite 200, Sacramento, CA 95814 & Saul Rosenbaum of Prager & Co. who acts as municipal advisor for CSDA	Capital Project		4% Range		Always available. CSDA Financing through I-Bank.
5	CA Infrastructure and Economic Development Bank (IBANK). www.ibank.ca.gov/ibank/programs/isrf and www.ibank.ca.gov/ibank/programs/what-is-clean	loanprogram@ibank.ca.gov Cooperative Bank (Co-Bank) Fed Funding in 4% Range (916) 341-6600 CSDA Has Assistance Resources, CRWA has Assistance Resources	Loan	Provides financing for public infrastructure projects such as water treatment, flood control and drainage, sewage collection and treatment.	Covers part or all costs of construction, renovation, and acquisition of land, structures, rights of way, licenses, easements. Demolition and construction costs, machinery, equipment, architectural engineering, costs. Financial costs such as interest expenses, provisions for working capital, reserves for principal and interest. Legal expenses and other expenses incidental to the project.	Cannot be used for housing, debt refinancing or privately owned infrastructure.	\$50K to \$25M. Larger loans available with board approval.	Useful life not to exceed 30 years. Applications continually accepted. Interest rate based on MHI.		This is Always an Option
5	SB 45 (Allen, Stern & Portantino) Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020	State Water Board	Grant		TBD		Total: \$5.51 billion (as amended 1/23)		TBD	Still Trending Draft Legislation. Not viable until next legislative cycle

5	AB 3256 - Wildfire Prevention, Safe Drinking Water, Climate Resilience, Drought Preparation, and Flood Protection Bond Act of 2020	State Water Board	Grant		\$360M for competitive grants to the water board for clean and safe drinking water		Total: \$6.98 billion. \$360M for competitive grants to the water board for clean and safe drinking water	TBD	TBD	Still Trending Draft Legislation. Not viable until next legislative cycle
3	US Dept/ of Agriculture and Rural Development. www.rd.usda.gov/programs-services/water-waste-disposal-loan-grant-program/ca	Al Correale, Santa Maria Office (805) 863-9938 al.correale@ca.usda.gov	Water & Waste Disposal	USDA guarantees loans made by banks.	Towns, communities, census designated places with population less than 10K. Also banks and other commercial lenders are eligible applicants.	Costs associated with planning design and construction of new or existing systems. Projects such as storage, distribution and source development.	None	Negotiated between borrower and lender. Fixed and variable interest allowed.	Continuous filing.	This is not a viable option for Los Olivos CSD.
3	CA State Water Resources Control Board. www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/index.html	Kim Hanagan (916) 323-0624 kim.hanagan@waterboards.ca.gov	Clean-up Abatement Account	Assistance for Disadvantaged Households with septic replacement and sewer connection costs.	MHI \$53,816 or lower. Funds may be requested by public agencies including Regional Water Boards, State Water Board, non-profits serving a DAC, community water systems serving a DAC.	Septic system repair or replacement, sewer connection costs.	Up to \$500K per grant. Over \$500K requires State Water Board Approval.	n/a	Continuous filing	This is not a viable option for Los Olivos CSD.
4	www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program/ca	Katie Schmitt (530) 792-5827 kaitlin.schmitt@ca.usda.gov	Community Facility (CF) Grant	For communities that cannot qualify for a CF Loan.	Cities, towns, unincorporated areas with population of less than 20K.	Grants can be used for equipment, public buildings, etc. Not for operating expenses, feasibility studies or community recreation facilities.	Average \$30,000. Small \$, not worth trouble.	n/a	Continuous filing.	This is not a viable option for Los Olivos CSD.
4	CA Department of Housing and Community Development. http://www.hcd.ca.gov/fa/cdbg/index.html	Connie Mallavia (916) 263-2711 Jon Diedsch (916) 263-2561	Community Development Block Grant - Water Funding Programs	Grants to City or County (we would need County assistance to get this if they are not entitlement county)	Cities or Counties that do not receive funding from HUD's CDBG entitlement program.	Pay for feasibility study, final plans, specs, site acquisition and construction, and grant admin costs. Pay for repair or new construction of town's water tank. Pay for one-time assessments for low-income HH. Pay for installation of private laterals and hook-up fees for low-income HH.	Varies by activity	NOFA scheduled for release mid-2019	Cal HC Website for info	This may not be a viable option for Los Olivos CSD. Because SB County is in the entitlement Program
7	Salude Carbajal Community Project Funding	24th Congressional District Office of Salud Carbajal-Energy and Water Development Subcommittee	Grant	Earmark \$	U.S. Bureau of Reclamation Water and Related Resources	U.S. Bureau of Reclamation Water and Related Resources	Limited	Earmark \$		Not Likely. Longshot. only a very limited number of new start projects will be considered, if any, in the Investigations, Construction, and Mississippi River and Tributaries accounts. Similarly, requestors are encouraged to keep in mind that only a very limited number of Environmental Infrastructure projects
7	www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program/ca	Katie Schmitt (530) 792-5827 kaitlin.schmitt@ca.usda.gov	Community Facility (CF) Guarantee	Guarantees loans to lenders.	Cities, towns, unincorporated areas with population of less than 20K. Also banks and other commercial lenders are eligible applicants.	Loans can be used for real estate, equipment, land acquisition.	None	Negotiated between borrower and lender. Fixed and variable interest allowed.	Continuous filing.	Not a funding opportunity, but under limited situations, could Guarantee for loans

7	https://www.usbr.gov/lc/	Dennis Wolfe, Area Engineer (951) 695-5310 atdwolfe@usbr.gov	WaterSMART: Basin Study Program	Basin study projects	Each FOA will specify eligibility requirements	Each FOA will list eligible uses	Each FOA will specify			This is not an appropriate opportunity. It is a watershed study only
7	CA State Water Resources Control Board. www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/index.html	Jennifer Toney (916) 319-8246 Jennifer.toney@waterboards.ca.gov	Small Community Wastewater Program	Grants and/or low interest loans (Prop 1 GO Bonds) for small, disadvantaged communities.	Population less than 10K, MHI \$53,816 or lower.	Wastewater planning, design, construction, land acquisition.	\$260 million	Loans at 1%	Continuous filing	Los Olivos CSD MHI is too High. INELIGIBLE. Loans at 1:2 debt ratio with revenue stream (Prop 218). County can assist with authorization.
7	CA State Water Resources Control Board. www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/index.html	Robert Reeves (916) 319-8254 robert.reeves@waterboards.ca.gov	Groundwater Sustainability Funding Program	Funds for projects to prevent or clean-up contamination of groundwater that serves or had served as a source of drinking water.	Public agencies, public utilities, non-profits, mutual water companies.	Planning and implementation of projects that meet priorities and preferences of funding guidelines (under development). Cannot be used for O&M.	TBD	TBD		Not Eligible See Prop 68 Funding
7	CA Lending for Energy and Environmental Needs (CLEEN) Center. www.ibank.ca.gov/ibank/programs/isrf and www.ibank.ca.gov/ibank/programs/what-is-clean	loanprogram@ibank.ca.gov (916) 341-6600	Loan	Provides financing for public infrastructure projects such as energy efficiency, renewable energy, water sector, alternative technologies and alternative fuels.	Applicants include local governments, special districts, cities, counties, JPAs and non-profits.	Water/wastewater, pipeline, mining/excavation and similar end-use process facilities, buildings and infrastructure.	\$500K to \$30M with larger loans available with board approval.	Useful life not to exceed 30years. Applications continually accepted. Interest rate based on MHI.		Not viable Grant for LOCSD
7	CA Rural Water Association (CRWA). https://calruralwater.org/	John Wendele (916) 553-4900 Also Dustin Hardwick and Marshall Locke	Training, Specialized Services, Technical Assistance for water and wastewater utilities.	Provides financing for public infrastructure projects such as energy efficiency, renewable energy, water sector, alternative technologies and alternative fuels. Utility rate studies, MHI Survey, engineering services, backflow testing.	Cities, counties, special districts, non-profits.	Training, specialized utilities services programs, insurance, technical/on-site assistance, operator training, on-site contract training. Hosts an annual education and exhibitor expo.	Membership based on number of connections. Ex: 200-499 is \$519. 500-999 is \$612 annually.	n/a		Not viable Grant for LOCSD. Resource could be helpful for MHI Survey, operation of solution.