

Tom Fayram, President
Brad Ross, Vice-President
Julie Kennedy, Director
Lisa Palmer, Director
Greg Parks, Director



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 6-9-2023

REGULAR MEETING

June 14, 2023, 6PM (PDT)

St Mark's in the Valley Episcopal Church, Stacy Hall

2901 Nojoqui Ave, Los Olivos CA 93441

Please observe decorum and instructions from the President

Please note that Director Palmer will be attending via Zoom. She will be located at:

Business Center

Waimea Plantation Cottages

9400 Kaunualii Highway

Waimea, Kauai, HI 96796

Members of the public may join her at that location.

Note that the meeting will be held according to the time in California, 6PM Pacific Daylight Time (UTC-7)

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/82515801920?pwd=VHFQd1VDZUVucFZXZEVEEdVhzVjhhOT09>

By Phone:

Meeting ID: 825 1580 1920 Passcode: 378600

One tap mobile +16694449171,,82515801920#,,,,*378600# US

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 805.500.4098 or email to losolivoscscd@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.

MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

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 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.

ADMINISTRATIVE ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of

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the Board. Matters listed on the Administrative Agenda will be read only on the request of a member of the Board, in which event the matter may be removed from the Administrative Agenda and considered as a separate item.

5. APPROVALS

A. APPROVAL OF MEETING MINUTES

Regular Meeting Minutes of May 10, 2023.
Budget Workshop Minutes of May 10, 2023.

B. APPROVAL PAYMENT OF INVOICES RECEIVED BY JUNE 1, 2023.

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

No.	Invoice Date	Invoice #	Provider	Amount
1.	5/4/2023	83015	MNS – Engineering Services	\$ 2,452.50
2.	5/4/2023	75423	Aleshire & Wynder – Legal Services	\$ 2,914.01
3.	5/12/2023	83166	MNS – Engineering Services	\$ 1,277.50
4.	5/31/2023	20235	Savage – General Manager and District Services	\$ 4,050.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Effluent Study	GSI	\$ 15,317.50	\$ 4,182.50
Effluent Study	ConfluenceES	\$ 19,421.20	\$ 1,028.80
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,500.00	\$ 8,055.00

C. AUDIT REPORTS FOR FISCAL YEARS 2019-20, 2020-21, AND 2021-22.

The Board will receive and file the prior three years’ worth of audit reports from the District’s independent auditor, Moss, Levy & Hartzheim. Fiscal Year 2018-19 was received and filed on March 15, 2023. All audit reports can be found at: <https://www.losolivoscsd.com/district-financial-information>

BUSINESS ITEMS:

6. FISCAL YEAR 2023-24 BUDGET

The Board will review the Proposed Budget for Fiscal Year 2023-24 (FY 2023-24). The District’s FY 2023-24 will run from July 1, 2023 through June 30, 2024. As part of their deliberations, the Board may set the date and time for hearing the FY 2023-24 Budget. In keeping with the State law, notice of the Hearing must be posted more than two weeks prior to the Hearing being held. The FY 2023-24 Proposed Budget can be found at: <https://www.losolivoscsd.com/fy-2023-24-proposed-budget>

7. TECHNICAL SUBCOMMITTEE - COLLECTION CONCEPTS

The ad hoc technical subcommittee of the Board has been meeting to develop potential concepts for the collection of wastewater within the District. A draft concept is being brought to the entire Board for discussion and input. As part of the discussion, the Board may choose to set a date and time for a community workshop to further discuss solutions for collection of wastewater.

8. REQUIREMENT TO INSTALL AND SAMPLE GROUNDWATER MONITORING WELLS

The District received a letter from the Central Coast Regional Water Quality Control Board regarding groundwater monitoring wells. The letter titled, “LOS OLIVOS COMMUNITY SERVICES DISTRICT, LOS OLIVOS, SANTA BARBARA COUNTY – REQUIREMENT TO INSTALL AND SAMPLE GROUNDWATER MONITORING WELLS” will be discussed. The Board may provide direction to staff regarding the General Manager’s proposed response to the letter. Additionally, the District received a communication from Central Coast Regional Water Quality Control Board staff regarding testing regularity and constituents the District should consider testing to find.

9. DISTRICT OFFICER ELECTIONS

The Board will review its prior actions regarding the election of its officers and appointments to subcommittees.

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and public comment not received.

10. REPORTS

A. SUBCOMMITTEE REPORTS

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 packet for more details.

11. DIRECTORS COMMENTS

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

12. ADJOURNMENT