



POSTED 3-6-2020

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

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Meeting, March 11, 2020, 6:00 p.m.
Los Olivos School, Room 602
2540 Alamo Pintado Avenue, Los Olivos, CA 93441

REGULAR MEETING AGENDA (minutes)

1. CALL TO ORDER

Meeting called to order at 6:05pm

2. ROLL CALL

Directors Fayram, Arme & Kennedy present along with IGM Pike. Director O'Neill arrived at 6:10pm. Director Palmer absent.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MEETING MINUTES

a. Minutes of 2-12-2020 Regular Meeting

Action: Approve Minutes of February 12, 2020 Meeting

Motion: Director Arme Second: Director Kennedy with Director Palmer absent.

Vote: 3-0

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.

No public comments

7. INTERIM GENERAL MANAGER REPORT

Interim General Manager Report on current assignments and general District business. See Attached.
Reminder for Board members to submit their Form 700 to the County and a copy to IGM Pike.

8. BUSINESS ITEMS

A. Remnant County Parcel Aquisition.

1. Update, discussion and action/assignments.
 - a. Communication from County ROW.
 - b. Supervisor Hartmann Meeting.
 - c. Options for siting.

No action. Discussion – regarding siting, package plant will need approximately 5,000sq ft and parking.

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

B. Benefit Assessment Process. Preliminary Report from Lynn Takaichi (Water Consultancy on Engineer's Report Outline. Via Phone Call.

1. Review Following minimum milestones (Board Actions), schedule and take action as required to complete milestones:
 - a. Order Engineer's Report: NTP issued 12-30-2019
 - b. Receive Draft Engineer's Report: 3-30-2020
 - c. Draft Report Review/Directors By: 4-10-2020
 - d. Draft Report Presented at Reg. Meeting, discuss & receive Public Comment: 4-15-2020
 - e. Revise Engineer's Report & distribute to Board by: 4-29-2020
 - f. Board Consider & Approve Revised Engineer's Report: 5-13-2020
 - g. Consider & Approve Resolution of Intent: 5-13-2020
 - h. Mail Notice of Public Hearing & Assessment Ballot: 5-15-2020
 - i. Public Hearing after 45 days: Can Be done at Special or Regular Meeting 7-15-2020

No action. Discussion – refer to Dec 11, 2019 meeting minutes for Board direction to solicit design cost estimates. IGM Pike to request ID1 flow data.

C. Environmental Health Funding Request Status and Next Steps

1. See Final Letter, Attached.
2. County Agreement being prepared.
3. Consultant Proposals Required:
 - a. Geotechnical/Hydrogeology. Boring(s) and Test well(s) GWMP.
 - b. Loading Study & Preliminary Engineering.
 - c. Preliminary Environmental

D. Project Work Plan and Financial Plan Progress and Planning:

1. Review Project Plan, Project progress, discussion direct action.
2. Possible items of discussion/action (below):
 - All preliminary project tasks, and future project tasks including Environmental and planning tasks, funding tasks, project siting, phasing, analysis and design tasks. Proposition 218 related items.
 - Review and potential action regarding Mattei's Project Update and Cooperation with the District.
 - RWQCB Support.
 - EHS Support
 - Project Funding
 - LAFCO Status and Actions
 - Open Consultant Contract discussion, comments direct action (Engineer's Report – Water Consultancy, Grant Writing Services – Wallace Group, Local LAMP – Paul Jenzen)
 - Reports from Ad hoc Technical Committee – Report and Potential Action.
 - Report from Individual Board Members Regarding Project Assignments and Actions– Report and Potential Action.

E. Budget Update Report from the Finance Committee.

F. CSDA Board of Director Nominations and Elections, LAFCO Alternate Commission Member as well as a LAFCO Regular Commission Member position Nominations and Election.

Item moved to 8.A, and subsequent agenda items listed in 8. Business Items moved down to accommodate LAFCO board member present. Board directed IGM Pike and Director Fayram to make decision on election on behalf of board due to their direct involvement with LAFCO regarding board matters.

G. Finance Committee Business Summary and Report. Approved for recommendation for payment:

1. 2-5-2020 Aleshire & Wynder Invoice 55301 (Jan. 1-Jan. 31 Services) \$1782.85
2. 1-9-2020 Aleshire & Wynder Invoice 55302 (Jan. 1-Jan. 31 Reimbursables) \$106.00
3. 2-28-2020 MNS (January Services) \$3,388.75
4. FIN Quarterly Billing \$1,000
5. Director Kennedy reimbursement For Attendance at 2019 Board Secretary Conference \$525. Note: District received Check for \$525 from Special District Leadership Foundation as Scholarship for Director Kennedy.

6. Website Fee Streamline: \$600
Action: Approve Invoices for Payment
Motion: Director Kennedy Second: Director O'Neill
Vote: 4-0 with Director Palmer absent

9. Next Regular Meeting:


Wednesday, April 15, 2020, 6:00 p.m.
Los Olivos School, Room 602
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10. ADJOURNMENT

Action: Adjourn Meeting at 7:57pm
Motion: Director Kennedy Second: Director O'Neill
Vote: 4-0 with Director Palmer absent


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APPROVED



Tom Fayram, President

ATTEST



Julie Kennedy, Secretary
Douglas Pike