

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
FINANCE SUBCOMMITTEE MEETING**

Posted: 12/2/2024

December 6, 2024 – 8:30 AM

Los Olivos Grange Hall

2374 Alamo Pintado Ave, Los Olivos CA 93441

Please observe decorum and instructions from the Subcommittee Chair

Finance Committee: President Julie Kennedy (Chair), Vice President Lisa Palmer and General Manager Guy Savage

This meeting will be held both in-person and electronically via Zoom Meetings. In-person the meeting will be held at the above locations.

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

Zoom: <https://us06web.zoom.us/j/81937722522?pwd=SWpSU0RYZFljZTBkNGphZG41TGs4dz09>
By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 819 3772 2522 Passcode: 914085
One tap mobile: +14086380968,,81937722522#,,,,*914085# US (San Jose)

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MEETING AGENDA

1. CALL TO ORDER

President Kennedy calls the meeting to order at: 8:33 AM

2. ROLL CALL

Present: President Kennedy, Vice President Palmer, GM Savage

Absent: None

3. 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 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.

President Kennedy opens the floor to public comment.

No requests to speak.

ADMINISTRATIVE 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 on the request of a member of the Subcommittee, in which event the matter may be removed from the Consent Agenda and considered as a separate item. Public may comment on any of the items prior to the vote being taken by the Subcommittee.

4. CONSENT AGENDA

A. MINUTES APPROVAL

Approval of the minutes from November 8, 2024.

President Kennedy opens the floor to public comment.

No requests to speak.

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098

losolivoscsd@gmail.com, www.losolivoscsd.com

Motion to approve the consent agenda.
Motion by: VP Palmer, second: President Kennedy
Voice vote: 3-0

BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item.

5. INVOICE REVIEW AND RECOMMENDATION

The Subcommittee will review and recommend to the full Board of Directors, payment of those unpaid invoices that were received on or before December 2, 2024.

No.	Invoice Date	Invoice #	Provider	Amount
1	10/31/2024	10180	WSC – City of Solvang Connection Engineering	\$ 2,473.25
2	11/14/2024	91108	A&W – Legal Services	\$ 1,641.60
3	11/11/2024	FB58364	Carollo – City of Solvang WWTP Engineering	\$ 6,252.50
4	12/2/2024	202411	Savage – General Manager Services	\$ 4,350.00

Project	Vendor	To Date (inc. above)	Total Authorization
City of Solvang Connection	WSC – Treatment Infrastructure (pumps, pipes)	\$ 17,032.50	\$ 18,787.00
City of Solvang Connection	Carollo – Treatment Plant Impacts	\$ 11,450.00	\$ 40,240.00
FY 2023-24 Audit	MLH		\$ 3,250.00

President Kennedy opens the floor to public comment.
 No requests to speak.

Motion to recommend approval of invoices as presented.
Motion by: VP Palmer, second: President Kennedy
Voice vote: 3-0

6. BUDGET REPORTS

The General Manager will review the most recent budget reports (attached) and comment on changes to financial systems.

GM Savage notes the approximate \$272k in the District checking account. He adds that there are significant “potential connection to Solvang” bills coming.

GM Savage comments that the County of Santa Barbara is once again focused on their Workday go-live. He adds that his plan is to wait until the County is ready to go live before spending too much time preparing. He is doing this because of the amount of time previously spent preparing for a go-live that did not happen. President Kennedy asks about faster invoice processing once Workday goes live. GM Savage responds that the existing system does take time and that he is not sure how much faster it will be after go-live. He emphasizes the issues with getting a new vendor set up in the current system and how time consuming that process can be.

VP Palmer asks about Property Tax revenue timing. GM Savage responds that it has not been consistent in the past few years, potentially influenced by the Workday attempts to go-live.

INFORMATIONAL ITEMS:

All matters listed hereunder are informational only, no action will be taken, and public comment not received.

7. SUBCOMMITTEE MEMBER COMMENTS

Subcommittee members will give reports on any meetings that they attended on behalf of the Subcommittee and/or choose to comment on various Subcommittee activities. Subcommittee member requests for future agenda items may also be made at this time.

VP Palmer asks about Grants and how they are being separated (planning, construction, etc.). President Kennedy and GM Savage respond noting that the process is fairly focused by grant approach or type. They note that this is also how they are broken down by the granting agency, as witnessed by the Grant Fair that they both recently attended. GM Savage talks about potentially getting help writing grants in the future.

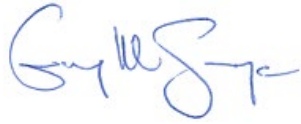
8. ADJOURNMENT

Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098

losolivoscscsd@gmail.com, www.losolivoscscsd.com

Motion to adjourn at: 8:43 AM
Motion by: VP Palmer, second: President Kennedy
Voice vote: 3-0

Respectfully submitted:



Guy W. Savage
General Manager – Los Olivos Community Services District

Approved:

President (Chair) Julie Kennedy