

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



POSTED 5-10-2021

LOS OLIVOS COMMUNITY SERVICES DISTRICT
Board of Directors Special Board Meeting, May 12, 2021, 6:00 p.m.

The Meeting will be held electronically via RingCentral Meetings. The public will be able to hear and participate.

1. Join from PC, Mac, or Android: <https://meetings.ringcentral.com/j/1466017606>
2. Via telephone: +1(623)404-9000 **Meeting ID: 146 601 7606**
3. If you choose to access through your browser, visit <https://meetings.ringcentral.com/join> enter Meeting ID: 146 601 7606, Join Meeting

SPECIAL MEETING AGENDA

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

1. Approve Minutes of 4-14-2021 Regular Meeting

B. INVOICE PAYMENT

Approve Payment of the following Invoices as reviewed and recommended for approval by the Finance Committee:

1. 4-7-2021 UPC Invoice 9888.1 (Through 3-31-2021) \$2,136.25
2. 4-22-2021 MNS Invoice 77655 (March Services) \$ 9,567.50 (\$7,187.50 Dist. Mgt. & \$2,380.00 Engr. Mgt.)
3. 5-7-2021 Aleshire & Wynder Invoice 61894 (April Services) \$2,620

7. INTERIM GENERAL MANAGER REPORT

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

8. BUSINESS ITEMS: Discussion and Action on the following:

- A. 5-6-2021 LAFCO Meeting Prop 218 Proceeding Extension Request - Report and Discussion**

District Pre-Budget Approval Planning

1. Review attached proposed Budget review and approval process for FY 2021-22 Budget with initial input from Finance Committee
2. Review, discuss and provide direction to the Finance Committee and IGM for final review and adoption at the July Regular Meeting

B. Adopt Five Policies, by Resolution, Required to achieve the Transparency Certification offered by SDRMA

1. Policy Related to Brown Act Compliance (Resolution 2021-02)
2. Policy Related to Handling Public Record Act Requests (Resolution 2021-03)
3. Reimbursement Policy for Reimbursement of Actual and Necessary Expenses (Resolution 2021-04)
4. Financial Reserves Policy (Resolution 2021-05)
5. Code of Ethics/Values/Norms or Board Conduct (Resolution 2021-06)

C. Project Development

1. Project Description. Discuss and consider possible language update (Director Palmer and IGM Pike)
2. Discussion relative to IGM's Report on Progress. Assignments and actions Board may choose to discuss and give direction on any technical, procedural or administrative issue regarding project progress.

D. General Manager Services – Discussion and Potential Selection

1. **CLOSED SESSION General Manager Contract Review pursuant to Government Code section 54957(b)(1)**
2. IGM Pike will explain Ring Central Closed Session Virtual Meeting Room Logistics
3. Reconvene to open session and Counsel will report out
4. Potential Action on authorization of Contract for permanent part-time General Manager

E. Informational Items

F. Call for Agenda Items

9. Next Regular Meeting:

Wednesday, June 16, 2021, 6:00 p.m.

Via RingCentral Meeting Link to be posted in the agenda (at the Post Office Bulletin Board & CSD Website www.losolivoscsd.com)

10. 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 losolivoscsd@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.