

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: 5-6-2024

May 10, 2024 – 8:30 AM

**St Mark's in the Valley Episcopal Church
2901 Nojoqui 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 following locations:
St Mark's in the Valley Episcopal Church, 2901 Nojoqui Ave, Los Olivos CA 93441

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=SWpSU0RYZFliZTBLNGphZG41TGs4dz09>
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)

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 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.

MEETING AGENDA

1. CALL TO ORDER

2. ROLL CALL

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.

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 April 5, 2024.

BUSINESS ITEMS:

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

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

losolivoscscsd@gmail.com, www.losolivoscscsd.com

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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 May 1, 2024.

No.	Invoice Date	Invoice #	Provider	Amount
1	4/2/2024	1308	REGEN – 30% Engineering – Hybrid Models	\$ 13,300.00
2	4/4/2024	85656	Aleshire & Wynder – Legal Services	\$ 684.00
3	4/16/2024	86112	MNS Engineering – Engineering and Support Svcs.	\$ 1,420.00
4	4/11/2024	00876.004 - 3	GSI – Groundwater Monitoring Wells (Grant Reimbursable)	\$ 11,252.50
5	5/1/2024	20244	Savage – GM Services (Portions Grant Reimbursable)	\$ 4,423.23
6	5/1/2024	1321	Streamline – Website software	\$ 22,500.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit (Pre 2023)	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
Audit (2023)	Moss, Levy & Hartzheim, LLP	\$ 0.00	\$ 2,900.00
30% Hybrid Design	REGEN, LLC.	\$ 71,856.59	\$ 3,143.41
Groundwater Wells	Various	\$ 97,335.36	\$ 24,109.64

6. BUDGET REPORTS

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

7. FISCAL YEAR 2024-25 (FY 2024-25) BUDGET

The General Manager will present his draft budget for the Fiscal Year 2024-25. The District’s Fiscal Year runs from July 1, 2024 to June 30, 2025.

INFORMATIONAL ITEMS:

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

8. 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.

9. ADJOURNMENT

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: 4-1-2024

April 5, 2024 – 8:30 AM

**St Mark's in the Valley Episcopal Church
2901 Nojoqui 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

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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 8:37 AM.

2. ROLL CALL

Present: President Kennedy, Vice President Palmer, General Manager 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 public in attendance, 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 March 8, 2024.

President Kennedy opens the floor to public comment.

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

losolivoscsd@gmail.com, www.losolivoscsd.com

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No requests to speak.

Motion to approve the minutes from March 8, 2024.

Motion by: Vice President 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 March 1, 2024.

No.	Invoice Date	Invoice #	Provider	Amount
1	3/4/2024	1301	REGEN – 30% Engineering – Hybrid Models	\$ 22,000.00
2	3/7/2024	84901	Aleshire & Wynder – Legal Services	\$ 1,596.00
3	3/8/2024	876.004-2	GSI – Groundwater Monitoring Wells (Grant Reimbursable)	\$ 12,040.55
4	3/25/2024	85897	MNS Engineering – Engineering and Support Srvcs.	\$ 1,162.50
5	3/31/2024	20243	Savage – General Manager Services (Portions Grant Reimbursable)	\$ 5,199.19
6	4/1/2024	326BDB28-0005	Streamline – Website software	\$ 756.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit (Pre 2023)	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 4,995.00
Audit (2023)	Moss, Levy & Hartzheim, LLP	\$ 0.00	\$ 2,900.00
30% Hybrid Design	REGEN, LLC.	\$ 47,306.59	\$ 27,693.41
Groundwater Wells	Various	\$ 85,855.57	\$ 35,589.60

GM Savage provides a brief introduction.

President Kennedy opens the floor to public comment.

No requests to speak.

Vice President Palmer asks questions about A&W invoices with GM Savage responding. A short conversation follows regarding responses to the public requests for information ensues.

Motion to recommend invoices for approval.

Motion by: Vice President 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 provides an overview of the budget reports. He notes that he is particularly focused on understanding how revenues are being captured as some things appear to be missing.

President Kennedy opens the floor to public comment.

No requests to speak.

7. DONATION AND/OR GRANT ACCEPTANCE POLICY

The District recently reviewed two unanticipated grant/donation offers. At the March 8, 2024 meeting of the Finance Subcommittee, direction was given to staff to develop a draft policy and return to the April 2024 Finance Subcommittee

for review of the draft policy. As part of the direction, the Finance Subcommittee members suggested a \$1,000 authorization limit on grants and donations be given to the General Manager as an acceptance level. Existing law that is applicable for such grants/donations includes Gov Code section 61000 et seq, which states, in part:
“(a) Except as provided in Section 61040.1, a legislative body of five members known as the board of directors shall govern each district. The board of directors shall establish policies for the operation of the district. The board of directors shall provide for the implementation of those policies which is the responsibility of the district’s general manager. “ (Sec 61040).

GM Savage provides a brief overview of the resolution. He notes that after discussion with Counsel, it was decided that a Resolution, versus a Policy or update to Bylaws was the most effective approach.

President Kennedy opens the floor to public comment.

No requests to speak.

Motion to recommend approval of Donations Resolution by the full Board of Directors.

Motion by: Vice President Palmer, Second: President Kennedy

Voice vote 3-0

8. FISCAL YEAR 2024-25 (FY 2024-25) BUDGET

The General Manager will present his draft budget for the Fiscal Year 2024-25. The District Fiscal Year runs from July 1, 2024 to June 30, 2025.

GM Savage provides an overview of the preliminary/draft budget and approach he plans to take at next week’s meeting/workshop. The Subcommittee discusses the importance of the budget, potential grant revenues, and how much should be held in reserve to ensure maximum grant opportunities.

President Kennedy opens the floor to public comment.

No requests to speak.

INFORMATIONAL ITEMS:

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

9. 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.

Vice President Palmer - None

President Kennedy - None

General Manager Savage – None

10. ADJOURNMENT

Motion to adjourn at 9:13 AM

Motion by: Vice President Palmer, Second: President Kennedy

Voice vote 3-0

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Approved:

President Julie Kennedy

ITEM 5 - INVOICE PAYMENT

INVOICE PAYMENT



213 S. 11th St.
Boise, ID 83702
P 208.794.8558

Invoice

Invoice #: 1308
Invoice Date: 4/2/2024
Due Date: 4/2/2024
Project: 22031 Los Olivos Co...
P.O. Number:

Bill To:
 22031 Los Olivos Community Service Distri
 ct

Description	Hours/Qty	Rate	Prev. Invoiced	Amount
Engineering		6,500.00		6,500.00
Drafting		3,600.00		3,600.00
Hydraulic Analysis		3,200.00		3,200.00
			Total	\$13,300.00
			Payments/Credits	\$0.00
			Balance Due	\$13,300.00
			Job Total Balance	\$35,300.00



1 Park Plaza, Suite 1000
 Irvine, CA 92614
 P (949) 223-1170 • F (949) 223-1180
 awattorneys.com

Federal Tax ID: 55-0814676

**LOS OLIVOS COMMUNITY SERVICES DISTRICT (01245)
 MONTHLY BILLING SUMMARY**

Billing Period: March 2024

Matter Description	Total Hours	Total Fees	Total Costs	Total Other Charges	Total Billed	Comments
0001 General	3.00	684.00	0.00	0.00	684.00	
TOTALS:	3.00	684.00	0.00	0.00	684.00	



1 Park Plaza, Suite 1000
 Irvine, CA 92614
 Phone: (949) 223-1170
 Fax: (949) 223-1180
 Federal Tax ID: 55-0814676

Los Olivos Community Services District
 General Manager
 PO Box 345
 Los Olivos, CA 93441

April 4, 2024
 Bill No. 85656

For Legal Services Rendered Through 3/31/24

CLIENT: 01245 - Los Olivos Community Services District
 MATTER: 0001 - General

PROFESSIONAL SERVICES

Date	Attorney	Description	Hours	Amount
03/05/24	SON	REVIEW FINANCE SUBCOMMITTEE PACKET	0.10	22.80
03/07/24	SON	REVIEW AGENDA; CORRESPONDENCE RE SAME; REVIEW QUARTERLY UPDATE; SETBACK REGULATIONS	0.40	91.20
03/11/24	SON	TELEPHONE CONFERENCE WITH GUY RE ACCOMMODATION REQUEST; REVIEW FINAL AGENDA; CORRESPONDENCE RE AGENDA ITEM 7	0.40	91.20
03/12/24	SON	CORRESPONDENCE RE TESTING AND REG BOARD REQUIREMENTS	0.20	45.60
03/13/24	SON	PREPARE AND ATTEND BOARD MEETING	1.70	387.60
03/26/24	SON	CORRESPONDENCE RE MONTENARO PROPERTY; SOCIAL MEDIA RULING NOTICE	0.20	45.60
Total Professional Services			3.00	\$684.00

PROFESSIONAL SERVICES SUMMARY

Code	Name	Hours	Rate	Amount
SON	Steven O'Neill	3.00	228.00	684.00
Total Professional Services		3.00		\$684.00

CURRENT BILL TOTAL AMOUNT DUE

\$684.00

Balance Forward:

5,669.20

Receipts Since Last Bill

Date	Description	Total Applied
03/29/24	Wire Transfer Payment - Thank you	-4,073.20
	Less Total Payments	<u>-4,073.20</u>
Payments & Adjustments:		-4,073.20
Total Due:		<u><u>\$2,280.00</u></u>

Please return this page with remittance

to
Aleshire & Wynder LLP

Bill Number: 85656
Bill Date: April 4, 2024
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0001
Matter Name: General

Total Professional Services:	684.00
Total Disbursements:	0.00
CURRENT BILL TOTAL AMOUNT DUE	<u>\$684.00</u>
Balance Forward:	5,669.20
Payments & Adjustments:	-4,073.20
Total Due:	<u>\$2,280.00</u>

Amount enclosed: _____

Thank You



650 NE Holladay St., Suite 900
 Portland, OR 97232
 P: 503.239.8799
 accounting@gsiws.com
 www.gsiws.com

Guy Savage
 Los Olivos Community Services District
 PO Box 345
 Los Olivos, CA 93441

April 11, 2024
 Invoice No: 00876.004 - 3

Project 00876.004 Construction of Three New Monitoring Wells

Professional Services from March 01, 2024 to March 31, 2024

Task .001 Installation of Three Monitoring Wells

Labor

	Hours	Rate	Amount	
Principal Consultant				
Thompson, Timothy	19.00	305.00	5,795.00	
Managing Hydrogeologist				
Lapostol, Andres	18.75	175.00	3,281.25	
Staff Hydrogeologist				
Fortunelli, Nehuen	13.25	155.00	2,053.75	
GIS/Graphics/Database				
Ramos, Isabella	.50	130.00	65.00	
Administration				
Steensma, Nancy	.50	115.00	57.50	
Totals	52.00		11,252.50	
Total Labor				11,252.50
				Total this Task
				\$11,252.50

Project Summary	Current Period	Prior Periods	Invoiced to Date
Total Billings	11,252.50	25,307.36	36,559.86
Authorized Budget			36,700.00
Budget Remaining			140.14
			Total this Invoice
			<u><u>\$11,252.50</u></u>

Outstanding Invoices

Number	Date	Balance
2	3/8/2024	12,040.55
Total		12,040.55



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

Main: 805 692 6921

WWW.MNSENGINEERS.COM

- > CIVIL ENGINEERING
- > CONSTRUCTION MANAGEMENT
- > LAND SURVEYING

April 16, 2024

Project No: LOCD.180392.00

Invoice No: 86112

Los Olivos Community Services District

P.O. Box 553

Los Olivos, CA 93441

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

This Invoice includes:

1. General District Support Tasks: \$1,235.00
2. Engineering Tasks:
 - a. General Support Tasks: Attend Meeting \$185.00

Professional Services for the Period: March 01, 2024 to March 31, 2024

Level 2 TASK01 District Management

Professional Personnel

	Hours	Rate	Amount
Project Coordinator	10.00	105.00	1,050.00
District Engineer	1.00	185.00	185.00
Totals	11.00		1,235.00
Total Labor			1,235.00
Level 2 Subtotal			\$1,235.00

Level 2 TASK02 Engineering Tasks

Professional Personnel

	Hours	Rate	Amount
District Engineer	1.00	185.00	185.00
Totals	1.00		185.00
Total Labor			185.00
Level 2 Subtotal			\$185.00

Project	LOCSD.180392.00	District Support Services	Invoice	86112
			Current Invoice Amount	\$1,420.00

Outstanding Invoices

Number	Date	Balance
85897	3/25/2024	1,162.50
Total		1,162.50

Billing Backup

Tuesday, April 16, 2024

MNS Engineers, Inc.

Invoice 86112 Dated 4/16/2024

9:34:39 AM

Project LOCSD.180392.00 District Support Services
 Level 2 TASK01 District Management

Professional Personnel

		Hours	Rate	Amount	
Project Coordinator					
Zepeda, Mary	3/4/2024	.25	105.00	26.25	
Follow-up with GS re current Invoice Processing					
Zepeda, Mary	3/6/2024	2.75	105.00	288.75	
Prepare A&W, County of Santa Barbara, MNS, and GWS Invoices for payment via FIN; Create and Process Single Payment Claims for &W, County of Santa Barbara, MNS, and GWS Invoices for DP; Update Budget Tracking Log					
Zepeda, Mary	3/7/2024	1.00	105.00	105.00	
File and Upload MNS and A&W Invoice; Update Budget Tracking Log					
Zepeda, Mary	3/13/2024	.25	105.00	26.25	
Follow-up with GS and RB re Payment of Santa Barbara County Invoice N55777					
Zepeda, Mary	3/15/2024	2.75	105.00	288.75	
Prepare A&W, BC2 (2), GSI, GWS, and MNS Invoices for payment via FIN; Update Budget Tracking Log					
Zepeda, Mary	3/25/2024	3.00	105.00	315.00	
Update A&W, BC2 (2), GSI, GWS, and MNS Invoices for payment via FIN; Create and Process Single Payment Claims for &W, BC2 (2), GSI, GWS, and MNS Invoices for DP; Update Budget Tracking Log					
Show Overtime					
District Engineer					
Pike, Douglas	3/22/2024	.50	185.00	92.50	
Meeting with County IT regarding FIN access, they remote accessed-in and assisted in initiating the access process in the new VPN remote access process.					
Pike, Douglas	3/25/2024	.50	185.00	92.50	
Support FIN System new software update for payment of invoices.					
Totals		11.00		1,235.00	
Total Labor					1,235.00
				Level 2 Subtotal	\$1,235.00

Level 2 TASK02 Engineering Tasks

Professional Personnel

		Hours	Rate	Amount	
District Engineer					
Pike, Douglas	3/22/2024	1.00	185.00	185.00	
Attend Technical Subcommittee Meeting					
Totals		1.00		185.00	
Total Labor					185.00
				Level 2 Subtotal	\$185.00

Project	LOCSD.180392.00	District Support Services	Invoice	86112
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Project Total **\$1,420.00**

Total this Report **\$1,420.00**

INVOICE

FROM:

Guy W. Savage
 PO Box 894
 Los Olivos, Ca 93441

BILL TO:

Via electronic delivery
 President Julie Kennedy
 Los Olivos Community Services District
 PO Box 345
 Los Olivos, Ca 93441

Invoice #: 20244
Invoice Date: 5/1/2024

Dear President Kennedy,

Please see the below for professional services provided, plus any expenditures made on behalf of the District. The attached tally of hours (units) exceeds those being billed below. This is being done to track the hours for future reference. Per agreement, the hours will be capped at thirty or as authorized by the District.

Date	Description	Units	Rate	Amount
5/1/2024	General Manager Services - LOCSD (4/1/24-4/30/24) See Attached for Details	28.75	\$ 138.65	\$ 3,986.04
5/1/2024	Grant Reimbursable - General Manager Services - Groundwater Monitoring Wells (4/1/24-4/30/24) See Attached for Details	2	\$ 138.65	\$ 277.29
4/18/2024	Zoom - annual subscription	1	\$ 159.90	\$ 159.90
Total				\$ 4,423.23

Thank you for your continued support.



Email: GM.LOCSD@gmail.com

Invoice



Zoom Video Communications Inc.
55 Almaden Blvd, 6th Floor
San Jose, CA 95113

Invoice Date: Apr 18, 2024
Invoice #: INV253132457
Payment Terms: Due Upon Receipt
Due Date: Apr 18, 2024
Account Number: 5034586594
Currency: USD
Payment Method: MasterCard *****0584
Account Information: Guy Savage

Federal Employer ID Number: 61-1648780

Purchase Order Number:

Tax Exempt Certificate ID:

[Zoom W-9](#)

Sold To Address: PO Box 894, 2833 Grand Avenue
Los Olivos, California 93441
United States

gm.locsd@gmail.com

Bill To Address: PO Box 894, 2833 Grand Avenue
Los Olivos, California 93441
United States

gm.locsd@gmail.com

Charge Details

Charge Description	Subscription Period	Subtotal	Taxes, Fees & Surcharges	Total
Charge Name: Zoom One Pro Annual Quantity: 1 Unit Price: \$159.90	Apr 18, 2024 - Apr 17, 2025	\$159.90	\$0.00	\$159.90
			Subtotal	\$159.90
			Total (Including Taxes, Fees & Surcharges)	\$159.90
			Invoice Balance	\$0.00

Taxes, Fees & Surcharge Details

Charge Name	Tax, Fee or Surcharge Name	Jurisdiction	Charge Amount	Tax, Fee or Surcharge Amount
Total of Taxes, Fees & Surcharges				\$0.00

Transactions

Invoice Total	\$159.90
---------------	----------

Transaction Date	Transaction Number	Transaction Type	Description	Applied Amount
Apr 18, 2024	P-296030853	Payment		\$-159.90
Invoice Balance				\$0.00

Need help understanding your invoice?

[Click here](#)

Zoom One is rebranding to Zoom Workplace! This new name does not impact your services. Please note ZoomIQ for Sales is now called Zoom Revenue Accelerator. Your Services will remain the same and this name change does not change your current subscription pricing.

This plan includes products with monthly and/or yearly subscription periods. The subscription period for each plan, and the total charge, \$159.90 (plus applicable taxes and regulatory fees), per subscription period for that product are set out above in the Charge Details section. Unless you cancel, your subscription(s) will auto-renew each subscription period and each subscription period thereafter, at the price(s) listed above (plus any taxes and regulatory fees applicable at the time of renewal) and your payment method on file at zoom.us/billing will be charged. You can cancel auto-renewal anytime, but you must cancel by the last day of your current subscription period to avoid being charged for the next subscription period. You will not be able to cancel your "base plan" (Zoom Meetings, Zoom Phone, or Zoom Rooms) without first canceling all other subscriptions in your plan. If you cancel, you will not receive a refund for the remainder of your then-current subscription period. You can cancel by navigating to zoom.us/billing and clicking "Cancel Subscription," clicking through the prompts, and then clicking to confirm cancellation. Should Zoom change its pricing, it will provide you with notice, and you may be charged the new price for subsequent subscription.

Zoom Phone services provided by Zoom Voice Communications, Inc. Rates, terms and conditions for Zoom Phone services are set by Zoom Voice Communications, Inc



213 S. 11th St.
Boise, ID 83702
P 208.794.8558

Invoice

Invoice #: 1321
Invoice Date: 5/1/2024
Due Date: 5/1/2024
Project: 22031 Los Olivos Co...
P.O. Number:

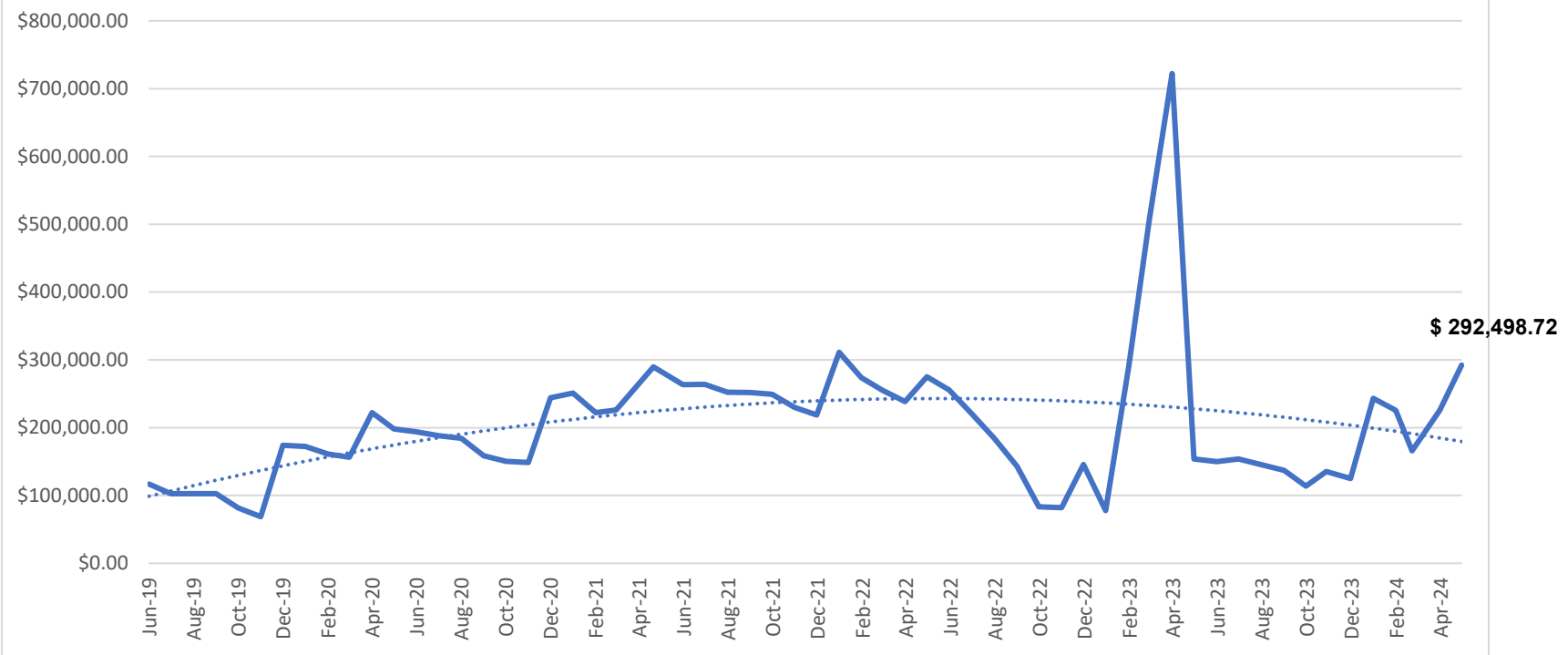
Bill To:
22031 Los Olivos Community Service Distri
ct

Description	Hours/Qty	Rate	Prev. Invoiced	Amount
90% Contract completion		11,250.00		11,250.00
			Total	\$11,250.00
			Payments/Credits	\$0.00
			Balance Due	\$11,250.00
			Job Total Balance	\$24,550.00

ITEM 6 – BUDGET REPORTS

BUDGET REPORTS

Los Olivos CSD Cash Balance History



Cash Balances

As of: 4/30/2024
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund	4/1/2024 Beginning Balance	Month-To-Date Cash Receipts (+)	Month-To-Date Treasury Credits (+)	Month-To-Date Warrants and Wire Transfers (-)	Month-To-Date Treasury Debits (-)	4/30/2024 Ending Balance
3490 -- Los Olivos CSD	241,587.40	0.00	93,665.56	0.00	42,754.24	292,498.72
Total Report	241,587.40	0.00	93,665.56	0.00	42,754.24	292,498.72

Financial Status

As of: 4/30/2024 (83% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	4/30/2024 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Revenues				
Taxes				
3066 -- Special Tax Assessment	227,650.00	232,541.04	4,891.04	102.15 %
Taxes	227,650.00	232,541.04	4,891.04	102.15 %
Use of Money and Property				
3380 -- Interest Income	744.00	3,485.25	2,741.25	468.45 %
Use of Money and Property	744.00	3,485.25	2,741.25	468.45 %
Intergovernmental Revenue-State				
4339 -- State-Other	0.00	75,000.00	75,000.00	--
Intergovernmental Revenue-State	0.00	75,000.00	75,000.00	--
Intergovernmental Revenue-Other				
4840 -- Other Governmental Agencies	0.00	30,000.00	30,000.00	--
Intergovernmental Revenue-Other	0.00	30,000.00	30,000.00	--
Miscellaneous Revenue				
5895 -- Other-Donations	0.00	20,000.00	20,000.00	--
5909 -- Other Miscellaneous Revenue	0.00	20.00	20.00	--
Miscellaneous Revenue	0.00	20,020.00	20,020.00	--
Revenues	228,394.00	361,046.29	132,652.29	158.08 %
Expenditures				
Services and Supplies				
7090 -- Insurance	2,934.00	2,932.81	1.19	99.96 %
7324 -- Audit and Accounting Fees	2,500.00	425.50	2,074.50	17.02 %
7430 -- Memberships	1,300.00	1,244.00	56.00	95.69 %
7450 -- Office Expense	0.00	756.00	-756.00	--
7460 -- Professional & Special Service	78,886.00	113,183.70	-34,297.70	143.48 %

Financial Status

As of: 4/30/2024 (83% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	4/30/2024 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
7508 -- Legal Fees	45,529.00	21,831.96	23,697.04	47.95 %
7510 -- Contractual Services	98,643.00	82,393.71	16,249.29	83.53 %
7530 -- Publications & Legal Notices	1,750.00	0.00	1,750.00	0.00 %
7671 -- Special Projects	0.00	573.64	-573.64	--
Services and Supplies	231,542.00	223,341.32	8,200.68	96.46 %
Expenditures	231,542.00	223,341.32	8,200.68	96.46 %
Changes to Fund Balances				
Decrease to Residual Fund Balance				
9601 -- Residual Fund Balance-Inc/Dec	3,148.00	0.00	-3,148.00	0.00 %
Decrease to Residual Fund Balance	3,148.00	0.00	-3,148.00	0.00 %
Changes to Fund Balances	3,148.00	0.00	-3,148.00	0.00 %
Los Olivos CSD	0.00	137,704.97	137,704.97	--
Net Financial Impact	0.00	137,704.97	137,704.97	--

General Ledger Trial Balance

As of: 4/30/2024
Accounting Period: OPEN

Selection Criteria: Fund = 3490

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund 3490 -- Los Olivos CSD

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 4/30/2024
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	154,050.07	505,859.14	367,410.49	292,498.72
0240 -- Interest Receivable	743.68	3,485.25	4,228.93	0.00
Total Assets	154,793.75	509,344.39	371,639.42	292,498.72
Total Assets & Other Debits	154,793.75	509,344.39	371,639.42	292,498.72
Liabilities, Equity & Other Credits				
Liabilities				
1010 -- Warrants Payable	0.00	3,052.00	3,052.00	0.00
1015 -- EFT Payable	0.00	219,570.18	219,570.18	0.00
1210 -- Accounts Payable	0.00	222,622.18	222,622.18	0.00
1730 -- Unidentified Deposits	0.00	125,020.00	125,020.00	0.00
Total Liabilities	0.00	570,264.36	570,264.36	0.00
Equity				
2200 -- Fund Balance-Residual	-154,793.75	0.00	0.00	-154,793.75
2410 -- Est Revenues/Oth Fin Src	0.00	231,542.00	0.00	231,542.00
2510 -- Appropriations/Oth Fin Use	0.00	0.00	231,542.00	-231,542.00
2710 -- Revenues/Other Fin Sources	0.00	144,069.17	505,115.46	-361,046.29
2810 -- Expenditures/Other Fin Uses	0.00	223,341.32	0.00	223,341.32
Total Equity	-154,793.75	598,952.49	736,657.46	-292,498.72
Total Liabilities, Equity & Other Credits	-154,793.75	1,169,216.85	1,306,921.82	-292,498.72
Total Los Olivos CSD	0.00	1,678,561.24	1,678,561.24	0.00

ITEM 7 – FY 2024-25 DRAFT BUDGET

FY 2024-25 DRAFT BUDGET

FY 2024-25 Budget Process and Timeline Review

	PROPOSED STEPS	DATE
1	DRAFT Budget to Finance Subcommittee	4/5/2024
2	Budget Workshop, after Regular Meeting concludes	4/10/2024
3	GM prepares recommended DRAFT Budget based on Workshop	4/30/2024
	Finance Committee prepares and approves recommended DRAFT Budget to present to Board	5/10/2024
4	Board Approves a PRELIMINARY budget at a Regular Meeting and determines a Hearing Date	5/15/2024
5	<p>The District will publish a notice stating that the GM has prepared a proposed final budget which is available for inspection on the website; and include the date, time, and place when the Board will meet to adopt the final budget and that any person may appear and be heard regarding any item in the budget or regarding the addition of other items.</p> <p>Publication must be at least 2 weeks before Budget adoption meeting in at least one newspaper of general circulation in the district. NOTE: The notice must be PUBLISHED at least two weeks before the hearing, (SY Valley News / Santa Maria Times). It only needs to be published one time. Post DRAFT Budget on Website.</p>	5/21/2024 - publication must be at least 2 weeks before 6/12/2024 meeting
6	FINAL Budget hearing, part of Regular Meeting	6/12/2024
7	Post FINAL Budget on website	6/15/2024

Los Olivos Community Services District											
FY 2024-25 Budget (DRAFT)											
Line Item Account	FY 2020-21 Budget	FY 2020-21 (as of 6/30/2021)	FY 2021-22 Budget	FY 2021-22 (as of 6/30/2022)	FY 2022-23 Budget	FY 2022-23 (as of 6/30/2023)	FY 2023-24 Budget	FY 2023-24 (as of 4/1/2024)	DRAFT FY 2024-25	DRAFT FY 2024-25	Notes
Beginning Balance	\$ 193,885	\$ 193,885	\$ 213,370	\$ 213,370	\$ 136,475	\$ 154,050	\$ 87,567	\$ 87,567	\$ 173,617	\$ -	
Revenues											
Taxes											
3066 -- Special Tax Assessment	\$ 188,887	\$ 197,023	\$ 196,253	\$ 200,931	\$ 203,121	\$ 232,834	\$ 211,246	\$ 140,740	\$ 219,696	\$ 219,696	Assumes 4% YOY from prior
Taxes	\$ 188,887	\$ 197,023	\$ 196,253	\$ 200,931	\$ 203,121	\$ 232,834	\$ 211,246	\$ 140,740	\$ 219,696	\$ 219,696	
Use of Money and Property											
3380 -- Interest Income		\$ 839	\$ -	\$ 764	\$ 724	\$ 2,079	\$ 744	\$ 877	\$ 877	\$ 877	YTD
3381 -- Unrealized Gain/Loss Invstmnts		\$ (1,157)	\$ (80)	\$ (6,602)		\$ -	\$ -	\$ -	\$ -	\$ -	
Use of Money and Property		\$ (319)	\$ (80)	\$ (5,838)	\$ 724	\$ 2,079	\$ 744	\$ 877	\$ 877	\$ 877	
Intergovernmental Revenue	\$ -										
4339 -- State - Other								\$ 75,000	\$ -	\$ -	
4840 -- Other Governmental Agencies	\$ 180,000	\$ 44,986	\$ 274,000	\$ 43,386	\$ 169,804	\$ 30,131	\$ -	\$ 30,000	\$ -	\$ -	
Intergovernmental Revenue-Other							\$ -	\$ 105,000	\$ -	\$ -	
Miscellaneous Revenue											
5895 and 5909 -- Donations								\$ 20,020			
Miscellaneous Revenue	\$ 180,000	\$ 44,986	\$ 274,000	\$ 43,386	\$ 169,804	\$ 30,131	\$ -	\$ 20,020	\$ -	\$ -	
Total Cash & Revenues	\$ 562,772	\$ 435,575	\$ 683,543	\$ 451,849	\$ 510,124	\$ 419,095	\$ 299,557	\$ 354,204	\$ 394,189	\$ 220,572	
Expenditures											
Services and Supplies											
7090 -- Insurance	\$ 2,320	\$ -	\$ 2,500	\$ 162	\$ 2,500	\$ 2,800	\$ 2,934	\$ 2,933	\$ 2,750	\$ 2,750	Per SDRMA letter 2/22/2024
7324 -- Audit and Accounting Fees	\$ 4,000	\$ 2,000	\$ 4,000	\$ 178	\$ 4,000	\$ 2,646	\$ 2,500	\$ 426	\$ 2,900	\$ 2,900	1-year est MLH
7325 -- Other Professional Services (Well Testing)		\$ -	\$ 10,000	\$ -		\$ -			\$ 12,300	\$ 12,300	
7430 -- Memberships	\$ 1,200	\$ 3,533	\$ 1,200	\$ 1,102	\$ 1,200	\$ 1,287	\$ 1,300	\$ 1,244	\$ 1,300	\$ 1,300	
7450 -- Office Expense	\$ 2,000		\$ 2,000	\$ 600	\$ 2,000	\$ -					
7460 -- Professional & Special Service (Project, Planning & Studies)	\$ 193,500	\$ 54,191	\$ 439,000	\$ 156,283	\$ 189,908	\$ 214,602	\$ 112,050	\$ 79,143	\$ -	\$ -	
7508 -- Legal Fees	\$ 27,000	\$ 17,921	\$ 27,000	\$ 27,165	\$ 30,000	\$ 33,005	\$ 41,191	\$ 20,236	\$ 28,061	\$ 28,061	YTD 9 month average plus April, May, June; plus contractual increases
7510 -- Contractual Services (IGM Contract, Engineer)	\$ 80,400	\$ 95,023	\$ 67,000	\$ 103,038	\$ 49,000	\$ 76,589	\$ 95,583	\$ 76,032	\$ 105,431	\$ 105,431	YTD 9 month average plus April, May, June; plus contractual increases
7530 -- Publications & Legal Notices	\$ 1,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 1,750		\$ 1,750	\$ 1,750	Budget notices + 5 workshops mailers, etc. at \$300 per workshop
7671 -- Special Projects	\$ 8,000	\$ -	\$ 15,000	\$ -	\$ 175,000	\$ -		\$ 574	\$ -	\$ -	
7732 -- Training	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -			\$ -	\$ -	
Services and Supplies	\$ 320,920	\$ 172,668	\$ 574,200	\$ 288,527	\$ 460,108	\$ 330,928	\$ 257,307	\$ 180,587	\$ 154,492	\$ 154,492	
Other Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
7894 - Communication Services	\$ 930	\$ 600	\$ 930	\$ -	\$ -	\$ 600	\$ -		\$ -	\$ -	
Other Charges	\$ 930	\$ 600	\$ 930	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	
Operational Reserve							\$ 42,249		\$ 43,939	\$ 43,939	20% of Special Tax Revenues
Reserve							\$ 42,249	\$ -	\$ 43,939	\$ 43,939	
Total Expenditures	\$ 321,850	\$ 173,268	\$ 575,130	\$ 288,527	\$ 460,108	\$ 331,528	\$ 299,557	\$ 180,587	\$ 198,431	\$ 198,431	
Ending Balance	\$240,922	\$262,307	\$108,413	\$163,321	\$ 49,293	\$ 87,567	\$ 0	\$173,617	\$ 195,758	\$ 22,141	