

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT**

**Posted: 10-11-2023**

**REGULAR MEETING**

**October 16, 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**

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=VHFQd1VDZUVucFZXZEVEVhZVjkhkQT09>

By Phone:

Meeting ID: 825 1580 1920 Passcode: 378600

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

The Los Olivos Community Services District (LOCS D) is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act (ADA), 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 [losolivoscsd@gmail.com](mailto: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.

**MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENT**

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.

**INFORMATIONAL ITEM:**

Per public request, a brief report from the General Manager that conveys District status and updates is being added at the beginning of the agenda. This status report may touch on key items in the project plan or schedule. The General Manager will leave other detailed reporting, including budgetary reporting until the end of the meeting.

This item is informational only, no action will be taken, and public comment not received.

**5. GENERAL MANAGER'S DISTRICT STATUS REPORT**

**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 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.

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

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**6. APPROVALS**

**A. APPROVAL OF MEETING MINUTES**

- i. Regular Meeting Minutes of September 13, 2023.
- ii. Special Meeting Minutes of September 13, 2023.

**B. APPROVAL PAYMENT OF INVOICES RECEIVED BY OCTOBER 2, 2023.**

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

No.	Invoice Date	Invoice #	Provider	Amount
1	9/19/2023	84310	MNS – Engineering and Support Services	\$ 975.00
2	9/12/2023	79881	Aleshire and Wynder - Legal Services	\$ 1,012.00
3	10/1/2023	20239	Savage – General Manager Services and supplies	\$ 5,400.00

Project	Vendor	To Date (inc. above)	Remaining Authorization
Audit	Moss, Levy & Hartzheim, LLP	\$ 2,780.00	\$ 7,775.00

**BUSINESS ITEMS:**

**7. CONSIDERATION OF A GRANT APPLICATION REQUEST TO THE COUNTY OF SANTA BARBARA, ENVIRONMENTAL HEALTH SERVICES, FOR THE INSTALLATION OF THREE GROUNDWATER MONITORING WELLS AND TESTING OF FIVE GROUNDWATER MONITORING WELLS, IN AN AMOUNT OF \$121,445**

The District has held prior conversations about the installation of groundwater monitoring wells, including as part of its annual budgeting process. Recent direction to staff included the development of a grant application to the County of Santa Barbara, Environmental Health Services (EHS) to obtain funding for the installation of three (3) new wells and one-time testing of the District’s two (2) existing wells and the three (3) new wells. The attached grant application fulfills your Board’s direction. The grant application was reviewed by the Grants Subcommittee and the Subcommittee recommends approval.

**8. SELECTION OF BOARD OFFICER – VICE PRESIDENT**

The LOCS D Board of Directors approved and adopted Resolution 23-02 on July 12, 2023. Effective September 13, 2023, Director Brad Ross resigned and Director Nina Stormo was appointed to the LOCS D Board of Directors. Director Ross held the office of Vice President. The Board of Directors will consider selection of a new Vice President.

**9. CONSIDERATION OF BOARD OF DIRECTORS SUBCOMMITTEE APPOINTMENTS**

The LOCS D Board of Directors approved and adopted Resolution 23-01 on July 12, 2023. Effective September 13, 2023, Director Brad Ross resigned and Nina Stormo was appointed to fill the vacancy. Director Ross was a member of the Technical and Project Management subcommittees. The Board of Directors will consider appointment to subcommittees given the vacancies created by the departure of Director Ross. Consideration may include changes in appointments to other subcommittees beyond the Technical and Project Management subcommittees.

**10. CONSIDERATION OF A PROPOSAL AND CONTRACT WITH REGEN, LLC FOR DESIGN AND ENGINEERING SERVICES (30% DESIGN) FOR A HYBRID WASTEWATER COLLECTION SYSTEM**

On August 24, 2023, the LOCS D Board of Directors reviewed a Hybrid Collection Solution and Implementation Zone approach developed by the Technical Subcommittee. At the September 13, 2023 General Meeting, the LOCS D Board preliminarily approved a contract with Regen to complete a 30% design on the Hybrid Collection Solution. After further discussion with Regen, a revised contract is being brought to the Board for consideration and approval. Per direction provided at the September 13, 2023 General Meeting, it is anticipated that the contract will only be signed once funding has been received to cover the cost.

**INFORMATIONAL ITEMS:**

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

**11. REPORTS**

**A. SUBCOMMITTEE REPORTS**

**Finance Subcommittee (Director Kennedy Chair)**

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**Grants Subcommittee (Director Kennedy Chair)**  
**Project Management Subcommittee (Director Palmer Chair)**  
**Technical Subcommittee (President Fayram Chair)**

**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 the packet for more details.

**12. 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.

**13. ADJOURNMENT**