

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



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 12-4-2024

REGULAR MEETING

December 11, 2024, 6PM (Pacific)

Los Olivos Grange Hall

2374 Alamo Pintado 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 address above. The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/86135156557?pwd=4sl90bmVH88b51RlbLhlyUaGD52Cff.1>

By Phone:

Meeting ID: 861 3515 6557 Passcode: 157483

One tap mobile: +16699006833,,86135156557#,,,,*157483# US (San Jose)

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 losolivoscscsd@gmail.com. Agendas and meeting packets are generally available to the public at the Los Olivos Post Office - 2880 Grand Avenue. 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. SWEARING IN OF ELECTED DIRECTORS

Directors of the Los Olivos Community Services District, elected in November 2024, will be sworn in.

The newly elected Directors include:

Tom Fayram (term: 2024-2028)

Tom Nelson (term: 2024-2028)

Following the swearing in ceremony, the newly elected Directors will take their place at the dais.

Existing Directors include:

Julie Kennedy (term: 2022-2026)

Lisa Palmer (term: 2022-2026)

Greg Parks (term: 2022-2026)

5. 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 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

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

losolivoscscsd@gmail.com, www.losolivoscscsd.com

Agenda Packet
Page 1 of 56

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 no public comment will be received.

6. GENERAL MANAGER’S BRIEF DISTRICT STATUS REPORT

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

7. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of November 13, 2024.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE DECEMBER 2, 2024.

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

| 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 |
| City of Solvang Connection | Stantec – Force main – LOCSD to Sunny Field Park | | \$ 56,250.00 |
| FY 2023-24 Audit | MLH | | \$ 3,500.00 |

BUSINESS ITEMS:

8. CONSIDERATION OF A RESOLUTION 24-08 ESTABLISHING THE REGULAR MEETING SCHEDULE FOR THE FULL BOARD OF DIRECTORS FOR CALENDAR YEAR 2025

The Board will discuss meeting schedules for calendar year 2025. In addition to the regular meeting schedule, there may be discussion about special meetings and workshops being planned for calendar year 2025.

General Manager’s recommendation: Approve Resolution 24-08.

9. CONSIDERATION OF ELECTION OF OFFICERS FOR CALENDAR YEAR 2025

Consistent with Resolution 23-02 (Selection of Board Officers), the Board will consider election of officers to fill the positions of President and Vice-President.

General Manager’s recommendation: Elect officers to serve as President and Vice-President for 2025.

10. CONSIDERATION OF APPOINTMENTS TO STANDING COMMITTEES (SUBCOMMITTEES) AND SETTING OF MEETING SCHEDULES

Consistent with Resolution 23-01 (Standing Committees), the Board will consider appointments to standing committees/subcommittees. Preliminary selection for meeting days and times may also be considered. Note that not all standing committees/subcommittees are scheduled to meet on a monthly basis. In the past, the General Manager has been appointed to various standing committees or subcommittees. The General Manager is requesting that he not be included as a member of the subcommittee and instead serve as support staff to the subcommittees. Director appointees for the four standing subcommittees for 2024 are:

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

losolivoscscd@gmail.com, www.losolivoscscd.com

Finance – Directors Kennedy and Palmer
Grants – Directors Kennedy and Parks
Project Management – Directors Palmer and Stormo
Technical – Directors Fayram and Parks

General Manager’s recommendation: Appoint Directors to serve as members of the Finance, Technical, Grants, and Project Management subcommittees.

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and no public comment will be received.

11. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair)
Grants Subcommittee (President Kennedy Chair)
Project Management Subcommittee (Vice President Palmer Chair)
Technical Subcommittee (Director 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.

Notable upcoming meeting items:

April/May – Stantec 30% design
May/June – Potential Connection to the City of Solvang Workshop

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

ITEM 4 – SWEARING IN OF NEWLY ELECTED DIRECTORS

SWEARING IN OF NEWLY ELECTED DIRECTORS

JOSEPH E. HOLLAND
County Clerk, Recorder and Assessor
MICHAEL DALY
Chief Deputy Registrar of Voters



4440-A Calle Real
Santa Barbara, CA 93110
Mailing Address:
PO Box 61510
Santa Barbara, CA 93160-1510

COUNTY CLERK, RECORDER AND ASSESSOR ELECTIONS DIVISION

November 12, 2024

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

Dear District Secretary:

Pursuant to Elections Code §10515, at a regularly scheduled meeting held on Tuesday, November 5, 2024, the County of Santa Barbara Board of Supervisors appointed in lieu of election the following qualified candidates to the district's board:

| <u>Director</u> | <u>Division/Trustee Area</u> (if applicable) | <u>Term</u> | <u>Term Begin –Term End</u> |
|------------------|-------------------------------------------------|-------------|--------------------------------------|
| Thomas Fayram | N/A | 4 Year Term | December 6, 2024 to December 1, 2028 |
| Thomas A. Nelson | N/A | 4 Year Term | December 6, 2024 to December 1, 2028 |

Enclosed with this letter are the original Certificates of Appointment and Oaths of Office to be completed and returned to the County of Santa Barbara Elections Division. The oaths may be administered by the district's board secretary, a notary public, or by a deputy clerk at the County of Santa Barbara Elections Division Main Office (located at 4440A Calle Real, Santa Barbara, CA 93110). Please return the original oaths to the County of Santa Barbara Elections Division as soon as completed (return envelope enclosed) and retain copies for your district's records.

If you have any questions, please call (805) 696-8957 or email candidatefiling@countyofsb.org.

Sincerely,

JOSEPH E. HOLLAND
County Clerk, Recorder and Assessor
Encl.

John Beck
Candidate and Voter Services Lead

Certificate of Appointment and Oath of Office

STATE OF CALIFORNIA,

SS. }

County of Santa Barbara

I, Joseph E. Holland, County Clerk, Recorder and Assessor in and for the County of Santa Barbara in the State of California, do hereby certify that at a regular scheduled meeting of the Santa Barbara County Board of Supervisors held in and for said County, on the 5th day of November 2024, as provided for in Elections Code Section 10515, **THOMAS FAYRAM** was appointed in lieu of election, to the office of **Director**, for the **LOS OLIVOS COMMUNITY SERVICES DISTRICT**, for the term expiring **December 1, 2028**, as appears in the official records of said Board of Supervisors.

In Witness Whereof, I have hereunto affixed my hand and official seal



This 12th day of November 2024.

JOSEPH E. HOLLAND, County Clerk, Recorder and Assessor

By _____, Deputy.

STATE OF CALIFORNIA

} SS.

County of Santa Barbara

I, **THOMAS FAYRAM**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Candidate Signature)

Subscribed and sworn to before me, this _____ day of _____, _____

(Signature of Person Administering Oath)

Seal

(Title)

Certificate of Appointment and Oath of Office

STATE OF CALIFORNIA,

SS. }

County of Santa Barbara

I, Joseph E. Holland, County Clerk, Recorder and Assessor in and for the County of Santa Barbara in the State of California, do hereby certify that at a regular scheduled meeting of the Santa Barbara County Board of Supervisors held in and for said County, on the 5th day of November 2024, as provided for in Elections Code Section 10515, **THOMAS A. NELSON** was appointed in lieu of election, to the office of **Director**, for the **LOS OLIVOS COMMUNITY SERVICES DISTRICT**, for the term expiring **December 1, 2028**, as appears in the official records of said Board of Supervisors.

In Witness Whereof, I have hereunto affixed my hand and official seal

This 12th day of November 2024.

JOSEPH E. HOLLAND, County Clerk, Recorder and Assessor



By _____, Deputy.

STATE OF CALIFORNIA

} SS.

County of Santa Barbara

I, **THOMAS A. NELSON**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Candidate Signature)

Subscribed and sworn to before me, this _____ day of _____, _____

(Signature of Person Administering Oath)

Seal

(Title)

ITEM 7A – MINUTES

MINUTES

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

Posted: 11-8-2024

November 13, 2024, 6PM (Pacific)

Los Olivos Grange Hall

2374 Alamo Pintado 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 address above. The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/86135156557?pwd=4sl90bmVH88b51RlbLhlyUaGD52CFf.1>

By Phone:

Meeting ID: 861 3515 6557 Passcode: 157483

One tap mobile: +16699006833,,86135156557#,,,,*157483# US (San Jose)

The Los Olivos Community Services District (LOCSD) 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 losolivoscscsd@gmail.com. Agendas and meeting packets are generally available to the public at the Los Olivos Post Office - 2880 Grand Avenue. 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

President Kennedy calls the meeting to order at: 6:01 PM

2. ROLL CALL

Present: President Kennedy, Vice President Palmer, Director Fayram, Director Parks

Absent: Director Stormo

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 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 speak.

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 no public comment will be received.

5. GENERAL MANAGER'S BRIEF DISTRICT STATUS REPORT

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

losolivoscscsd@gmail.com, www.losolivoscscsd.com

Agenda Packet
Page 9 of 56

GM Savage notes that all previously approved contracts are underway and on schedule. He adds that there is significant substance in tonight’s agenda and is looking forward to the conversation.

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

6. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

Meeting minutes of October 9, 2024.

B. APPROVAL PAYMENT OF INVOICES RECEIVED ON OR BEFORE NOVEMBER 4, 2024.

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

| No. | Invoice Date | Invoice # | Provider | Amount |
|-----|--------------|-----------|----------------------------------------------|-------------|
| 1 | 9/30/24 | 10070 | WSC – City of Solvang Connection Engineering | \$ 6,149.50 |
| 2 | 10/8/2024 | 90356 | A&W – Legal Services | \$ 2,029.20 |
| 3 | 10/10/2024 | FB57281 | Carollo – City of Solvang WWTP Engineering | \$ 5,197.50 |
| 4 | 10/18/2024 | 87780 | MNS – Engineering and Support Services | \$ 842.50 |
| 5 | 11/4/2024 | 202410 | Savage – General Manager Services | \$ 6,437.00 |

| Project | Vendor | To Date (inc. above) | Total Authorization |
|----------------------------|-----------------------------------------------|----------------------|---------------------|
| City of Solvang Connection | WSC – Treatment Infrastructure (pumps, pipes) | \$ 14,559.25 | \$ 18,787.00 |
| City of Solvang Connection | Carollo – Treatment Plant Impacts | \$ 5,197.50 | \$ 40,240.00 |
| FY 2023-24 Audit | Moss, Levy, Hartzheim | \$0.00 | \$ 3,500.00 |

President Kennedy opens the floor to public comment.

No requests to speak.

Motion to approve the consent agenda as presented.

Motion by: VP Palmer, Second: Director Fayram

Voice vote: 4-0

BUSINESS ITEMS:

7. CONSIDERATION OF REPORTS FROM WSC AND CAROLLO RELATED TO THE POTENTIAL CONNECTION FROM THE LOCSO TO THE CITY OF SOLVANG’S WASTEWATER TREATMENT INFRASTRUCTURE, INCLUDING INITIAL COST COMPARISONS TO “LOCAL” TREATMENT OF WASTEWATER

On May 15, 2024, the District contracted with WSC and Carollo for specific engineering and cost estimating efforts related to a potential connection to the City of Solvang’s wastewater treatment infrastructure. WSC was contracted to examine the wastewater conveyance lines and related infrastructure from Sunny Field Park to the City’s treatment plant, while Carollo examined the impact on the treatment plant itself. The contractors’ efforts included determining viability, potential changes required, and, where appropriate, providing probable estimates of costs related to their contracted areas. Both efforts would need to be completed to determine whether or not a potential connection to the City of Solvang is possible and to provide initial cost estimates. Another engineering effort, which is on the agenda for 11/13/2024 (this meeting), examines the infrastructure required from the District to Sunny Field Park. At the same time, the District updated cost estimates related to processing wastewater within the District. See the attached reports for more details.

General Manager’s recommendation: Receive and File.

GM Savage introduces the item, including the consultants from WSC and Carollo. GM Savage, WSC, and Carollo then walk through a brief PowerPoint presentation.

Director Fayram thanks the contractors for their work. He notes that salt-based water softeners will be a problem regardless of who treats the wastewater. He then comments that a peaking factor of 4.0 seems high. He also comments that the potential equalization tank could be used to help meter flows to the City of Solvang.

Director Parks similarly mentions the peaking factor. He adds that there are some savings with effluent collection within the WSC study.

Vice President Palmer asks if the Phase 2 project is fully funded. Alec from Carollo says that they are looking for outside funding, but the City believes they can self-fund as well.

President Kennedy comments on the timelines for the City of Solvang's various projects. GM Savage confirms that Carollo recommends that the LOCS D wait for the full Phase 2 project to complete before attempting to connect to the City of Solvang.

President Kennedy opens the floor to public comment.

Mary Hayden, Mike Brady, Vivi Zigler, and Don Layton speak.

Director Fayram responds to public comment stating that outside help would be needed to complete the discussion and negotiations with the City of Solvang. He points out that the SY CSD has contracts with the City of Solvang for wastewater treatment solution. He closes by pointing out that grants may be available for a consolidation type project (connecting to the City) that are not otherwise available.

VP Palmer comments that additional conversations may have to be had with the City of Solvang, LAFCO, and the County of Santa Barbara. President Kennedy concurs that we need to make sure we have checked with Counsel O'Neill weighs in, concurring that there are statutory requirements regarding the City, County, and others related to such a project.

Director Fayram notes that he has spoken to County representatives about the potential project. The representative had no major, initial concerns. He closes his comments by noting that what is being discussed is a typical thing.

8. CONSIDERATION OF A CONTRACT WITH STANTEC, INC. IN THE AMOUNT OF \$56,250 (FIFTY-SIX THOUSAND, TWO HUNDRED FIFTY DOLLARS) TO PROVIDE A 30% ENGINEERING DESIGN AND COST ESTIMATE RELATED TO A WASTEWATER TRANSMISSION PIPELINE (FORCE MAIN) BETWEEN THE LOCS D AND THE CITY OF SOLVANG

The Board of Directors will consider a contract with Stantec Inc. for the creation of 30% engineering and design, plus cost estimating for connecting the District to the City of Solvang's infrastructure near Sunny Field Park. For the purposes of the Stantec proposal, they were instructed to design and estimate a "force main" that would move wastewater from the District to Sunny Field Park. The engineering design should include pump stations, piping, manholes, and an equalization tank. Flows and loads from the District were to be consistent with the Basis of Design document Stantec created during their 30% engineering design effort in 2022.

General Manager's recommendation: Approve and direct the President and/or General Manager to sign.

GM Savage introduces the item. He notes that Counsel has reviewed the contract and that the motion for the item is either approval or disapproval of the contract with Stantec, in the amount of \$56,250. He requests that any motion for approval include direction for the President and/or GM to sign the contract. He closes by noting that due to scheduling Stantec was unable to join this evening's call, but adds that in his conversations with Carrie Poytress, from Stantec, they are ready to start immediately with the intent of finishing in early 2025.

President Kennedy opens the floor to public comment.

Tom Nelson and Ken Zigler speak.

Director Parks asks about whether this is for effluent versus gravity force main. Director Fayram responds that he believes the difference is negligible GM Savage responds that Stantec will focus on .

Motion to approve the contract with Stantec, in the amount of \$56,250 and direct the President and/or General Manager to sign as appropriate, with any modifications as identified by the GM or District Counsel.

Motion by: Director Fayram, Second: Director Parks

Roll Call vote: 4-0

9. DISCUSSION OF 2024 GENERAL ELECTION RELATED TO THE APPOINTMENT OF TWO BOARD OF DIRECTORS MEMBERS FOR THE LOS OLIVOS COMMUNITY SERVICES DISTRICT

The Board of Directors will discuss the recent appointment of two Directors which will be effective January 1, 2025.

The LOCS D Board of Directors will have two vacancies effective January 1, 2025. The District previously filed a “consolidated election request” with the County of Santa Barbara. Subsequently, two individuals filed the necessary paperwork to be candidates for the two vacancies. Consistent with elections law, the County of Santa Barbara chose to have the Board of Supervisors appoint the two candidates into the positions as opposed to using the ballot process. On November 5, 2024, the County Board of Supervisor took the requisite actions to appoint Tom Nelson and Tom Fayram as LOCS D Directors effective January 1, 2025. Both individuals will serve a four-year term. For more details, you can view the County of Santa Barbara Board of Supervisors item at: <https://santabarbara.legistar.com/LegislationDetail.aspx?ID=7004576&GUID=F9FF51D5-CE91-486E-8642-424684C96D27>

General Manager’s recommendation: Informational, no action required.

GM Savage introduces the item noting that the item was included to ensure full transparency of elections. He congratulates Tom Fayram and Tom Nelson on their appointment by the County of Santa Barbara Board of Supervisors on November 5, 2024. He adds that this item is restricted to elections of LOCS D Board members and that other elections are outside of the authority of this Board and not open for discussion at this time. GM Savage comments that with each election, there is a notable amount of background work that must be completed and forms to be filled out. He adds that he is doing some additional research regarding timing of appointment, given recent emails from County of Santa Barbara elections officials. Based on conversations with District Counsel, both agree that as opposed to swearing in new Directors after January 1, 2025, a more appropriate action would be to swear them in at the next general meeting, currently scheduled for December 11. He adds that this action means that this will be Director Stormo’s last full meeting on the Board. He closes his comments by thanking her for her service on behalf of the rest of the residents of the LOCS D.

President Kennedy opens the floor to public comment.

Mary speaks.

Director Fayram comments that perhaps Director Nelson could just slip in for Director Stormo. Director Palmer comments that if the December agenda is light, then let’s just do subcommittees and so on.

INFORMATIONAL ITEMS:

These items are informational only, no action will be taken, and no public comment will be received.

10. REPORTS

A. SUBCOMMITTEE REPORTS

Finance Subcommittee (President Kennedy Chair) – President Kennedy notes that the subcommittee met, nothing unusual to report, and recommendations were on this evening’s agenda.

Grants Subcommittee (President Kennedy Chair) – President Kennedy notes that the subcommittee met. She adds that both she and GM Savage have or will be attending the annual “funding fair” which outlines grant and other funding opportunities. She adds that there are definitely partnering opportunities should the District partner with the City of Solvang.

Project Management Subcommittee (Vice President Palmer Chair) – GM Savage notes that the subcommittee met and discussed Social Media posting.

Technical Subcommittee (Director Fayram Chair) – Director Fayram notes subcommittee met and reviewed preliminary TMs related to City of Solvang connections.

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.

Notable upcoming meeting items:

December – General Manager’s State of the District

January/February – Stantec 30% design

February/March – Potential Connection to the City of Solvang Workshop
GM Savage briefly walks through the attached documents related to finances and status reporting.

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.

Director Fayram – none

Director Parks – none

Vice President Palmer – none

President Kennedy – none

11. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL;; GOVERNMENT CODE SECTION 54956.9: POTENTIAL LITIGATION: ONE CASE

During the Closed Session with Legal Counsel, the meeting room will be cleared and the Zoom stopped or paused. Following Closed Session, the President or Legal Counsel will provide a brief report on any actions taken during Closed Session.

General Manager's recommendation: None.

GM Savage notes that the Board will be going into closed session on one item. He reminds all attendees, that as was noted in the agenda, the room will be cleared and Zoom stopped during Closed Session. As is normal for Closed Session, the President or Counsel will report on any actions taken.

At 7:12 PM, the Board went into Closed Session.

At 7:27 PM, the Board reconvened following Closed Session.

Following Closed Session, Counsel O'Neill reports that pursuant with Government Code Section 54956.9, Potential Litigation, the Board of Directors met in closed session, had a discussion and received a report, and no reportable actions were taken.

12. ADJOURNMENT

Motion to adjourn at 7:28 PM.

Motion by: Director Fayram, Second: Director Palmer

Voice vote: 4-0

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Approved:

President Julie Kennedy

ITEM 7B - INVOICES

INVOICES



Water Systems Consulting, Inc.

P.O. Box 4255
 San Luis Obispo, CA 93403
 805-457-8833

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

Invoice number 10180
 Date 10/31/2024

Project **2582-11920 Solvang Wastewater Treatment Infrastructure and Plant**

For Services Rendered From 10/1/24 through 10/31/24

Invoice Summary

| Description | Contract Amount | Previously Billed | Current Billed | Total Billed to Date | Contract Balance Remaining |
|------------------------------------|-----------------|-------------------|----------------|----------------------|----------------------------|
| Task 0 - Project Management | | | | | |
| 0.1 - Project Administration | 1,886.00 | 1,477.25 | 179.00 | 1,656.25 | 229.75 |
| 0.2 - Progress Meetings | 514.00 | 0.00 | 0.00 | 0.00 | 514.00 |
| Subtotal | 2,400.00 | 1,477.25 | 179.00 | 1,656.25 | 743.75 |
| Task 1 - Data Gathering | | | | | |
| 1.1 - Data Gathering | 1,427.00 | 1,099.00 | 0.00 | 1,099.00 | 328.00 |
| Subtotal | 1,427.00 | 1,099.00 | 0.00 | 1,099.00 | 328.00 |
| Task 2 - Solvang Capacity Analysis | | | | | |
| 2.1 - Hydraulic Model Analysis | 9,536.00 | 8,320.75 | 1,202.00 | 9,522.75 | 13.25 |
| 2.2 - Hydraulic Modeling TM | 5,424.00 | 3,662.25 | 1,092.25 | 4,754.50 | 669.50 |
| Subtotal | 14,960.00 | 11,983.00 | 2,294.25 | 14,277.25 | 682.75 |
| Total | 18,787.00 | 14,559.25 | 2,473.25 | 17,032.50 | 1,754.50 |

Task 0 - Project Management

0.1 - Project Administration

Labor

| | Hours | Rate | Billed Amount |
|--------------------------------------|-------|--------|---------------|
| Administration/Clerical III | | | |
| Kay E. Merrill | 1.00 | 179.00 | 179.00 |
| Task 0 - Project Management subtotal | | | 179.00 |

Task 2 - Solvang Capacity Analysis

2.1 - Hydraulic Model Analysis

Labor

| | Hours | Rate | Billed Amount |
|--------------------|-------|--------|---------------|
| Associate I | | | |
| Lauren M. Greulich | 4.50 | 210.00 | 945.00 |

Task 2 - Solvang Capacity Analysis

2.1 - Hydraulic Model Analysis

Labor

| | Hours | Rate | Billed Amount |
|----------------|----------------|--------|------------------|
| Senior I | | | |
| Adam J. Donald | 1.00 | 257.00 | 257.00 |
| | Labor subtotal | | 1,202.00 |
| | | | Phase subtotal |
| | | | 1,202.00 |

2.2 - Hydraulic Modeling TM

Labor

| | Hours | Rate | Billed Amount |
|----------------|-------|--------|---------------------------------------------|
| Senior I | | | |
| Adam J. Donald | 4.25 | 257.00 | 1,092.25 |
| | | | Task 2 - Solvang Capacity Analysis subtotal |
| | | | 2,294.25 |

Invoice total **2,473.25**

Aging Summary

| Invoice Number | Invoice Date | Outstanding | Current | Over 30 | Over 60 | Over 90 | Over 120 |
|----------------|--------------|-------------|----------|----------|----------|---------|----------|
| 9919 | 08/31/2024 | 8,409.75 | | | 8,409.75 | | |
| 10070 | 09/30/2024 | 6,149.50 | | 6,149.50 | | | |
| 10180 | 10/31/2024 | 2,473.25 | 2,473.25 | | | | |
| | Total | 17,032.50 | 2,473.25 | 6,149.50 | 8,409.75 | 0.00 | 0.00 |

*Make all checks payable to Water Systems Consulting, Inc.
 If you have any questions concerning this invoice,
 contact Kay Merrill, (805) 441-3219 kmerrill@wsc-inc.com.*

THANK YOU FOR YOUR BUSINESS!



FOR ACH TRANSFERS:

Zions (National Bank of Arizona)
 Account # 0560013387
 Routing # 1221-0532-0

Attention: General Manager
Los Olivos Community Services District
PO Box 345
Los Olivos, CA 93441
United States

Invoice : FB58364
Invoice Date : 11/11/2024
Project : 203237
Project Name : Solvang Evaluation of Los Olivos
 Flows on the WWTP

For Professional Services Rendered Through 10/31/2024

Solvang Evaluation of Los Olivos Flows on the WWTP
 Agreement 203237-00
 Agreement Date: 5.15.24-11.30.24
 Agreement Amount: \$40,240.00

| Fee | Available | Billings | | |
|-----------|-----------|-----------|----------|--------------------------------------|
| | | To Date | Previous | Current |
| 40,240.00 | 33,652.25 | 12,840.25 | 6,587.75 | 6,252.50 |
| | | | | Current Billings 6,252.50 |
| | | | | Amount Due This Bill 6,252.50 |

Total Fee : 40,240.00
To Date Billings : 12,840.25
Total Remaining : 27,399.75

| Outstanding Receivables | Invoice Number | Date | Amount | Balance Due |
|-------------------------|----------------|------------|----------|-------------|
| | FB55521 | 9/9/2024 | 1,390.25 | 1,390.25 |
| | FB57281 | 10/10/2024 | 5,197.50 | 5,197.50 |
| | | | | 6,587.75 |

000100 - Project Management and Meetings

| Rate Labor | | | |
|------------------------------------------------------------------|-----------------|-------------|---------------|
| <i>Class / Employee</i> | <i>Hours</i> | <i>Rate</i> | <i>Amount</i> |
| Senior Professional | | | |
| Jeffrey A Weishaar | 3.00 | 305.000 | 915.00 |
| Total Rate Labor | | | 915.00 |
| Unit Rate Expenses | | | |
| <i>Account / Unit / Vendor</i> | <i>Quantity</i> | <i>Rate</i> | <i>Amount</i> |
| PECE Charges | | | |
| Project Equip & Comm Exp | | | |
| PECE | 3.00 | 14.000 | 42.00 |
| Total Unit Rate Expenses | | | 42.00 |
| Total Bill Task: 000100 - Project Management and Meetings | | | 957.00 |

000300 - Capacity Assessment

| Rate Labor | | | |
|------------------------------------------------------|-----------------|-------------|-----------------|
| <i>Class / Employee</i> | <i>Hours</i> | <i>Rate</i> | <i>Amount</i> |
| Professional | | | |
| Alec C Beyers | 21.00 | 185.000 | 3,885.00 |
| Senior Professional | | | |
| Carlos Lopez | 2.50 | 305.000 | 762.50 |
| Total Rate Labor | | | 4,647.50 |
| Unit Rate Expenses | | | |
| <i>Account / Unit / Vendor</i> | <i>Quantity</i> | <i>Rate</i> | <i>Amount</i> |
| PECE Charges | | | |
| Project Equip & Comm Exp | | | |
| PECE | 23.50 | 14.000 | 329.00 |
| Total Unit Rate Expenses | | | 329.00 |
| Total Bill Task: 000300 - Capacity Assessment | | | 4,976.50 |

000500 - Recommendation and TM

| Rate Labor | | | |
|--------------------------------------------------------|-----------------|-------------|---------------|
| <i>Class / Employee</i> | <i>Hours</i> | <i>Rate</i> | <i>Amount</i> |
| Senior Professional | | | |
| Lydia A Holmes | 1.00 | 305.000 | 305.00 |
| Total Rate Labor | | | 305.00 |
| Unit Rate Expenses | | | |
| <i>Account / Unit / Vendor</i> | <i>Quantity</i> | <i>Rate</i> | <i>Amount</i> |
| PECE Charges | | | |
| Project Equip & Comm Exp | | | |
| PECE | 1.00 | 14.000 | 14.00 |
| Total Unit Rate Expenses | | | 14.00 |
| Total Bill Task: 000500 - Recommendation and TM | | | 319.00 |

Total Project: 203237 - Solvang Evaluation of Los Olivos Flows on the WWTP

6,252.50



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: October 2024

| Matter Description | Total Hours | Total Fees | Total Costs | Total Other Charges | Total Billed | Comments |
|--------------------------------------|-------------|-----------------|-------------|---------------------|-----------------|----------|
| 0001 General | 7.90 | 1,641.60 | 0.00 | 0.00 | 1,641.60 | |
| 0006 Public Works-Engineering | 0.20 | 45.60 | 0.00 | 0.00 | 45.60 | |
| TOTALS: | 8.10 | 1,687.20 | 0.00 | 0.00 | 1,687.20 | |



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

November 14, 2024
 Bill No. 91108

For Legal Services Rendered Through 10/31/24

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

PROFESSIONAL SERVICES

| Date | Attorney | Description | Hours | Amount |
|-------------|-----------------|-------------------------------------------------------------------------------------------------------------------|--------------|---------------|
| 10/04/24 | SON | REVIEW AND COMMENT ON GSI CONTRACT; CORRESPONDENCE RE CLOSED SESSION | 0.50 | 114.00 |
| 10/08/24 | SON | REVIEW STANTEC PROPOSAL AND AGREEMENT; TELEPHONE CONFERENCE WITH GUY RE SAME; REVIEW BOARD MEETING AGENDA | 1.40 | 319.20 |
| 10/09/24 | SON | CORRESPONDENCE RE BOARD MEETING; PREPARE AND ATTEND BOARD MEETING | 2.00 | 456.00 |
| 10/12/24 | SON | CORRESPONDENCE WITH GENERAL MANAGER, DIR FAYRAM RE OPTIONS FOR LIMITING ACCESS TO PIPELINE | 0.40 | 91.20 |
| 10/21/24 | KL | REVIEW EMAIL REGARDING GRANT SUBCOMMITTEE MEETING 10/23 AGENDA | 0.10 | 22.80 |
| 10/23/24 | VAS | LEGAL RESEARCH AND ANALYSIS OF WHETHER LOCSO IS REQUIRED TO LET PROPERTIES CONNECT TO ITS SEWER LINE | 1.90 | 433.20 |
| 10/24/24 | VAS | LEGAL ANALYSIS AND REVIEW OF WHETHER THE SPECIAL DISTRICT IS REQUIRED TO LET PROPERTIES CONNECT TO ITS SEWER LINE | 0.40 | 91.20 |

Client: 01245 - Los Olivos Community Services District
 Matter: 0001 - General

November 14, 2024
 Page 2

| Date | Attorney | Description | Hours | Amount |
|------------------------------------|-----------------|----------------------------------------------------------------------------------------|--------------|-------------------|
| 10/25/24 | VAS | LEGAL ANALYSIS OF A SPECIAL DISTRICT REQUIRING PROPERTIES TO CONNECT TO ITS SEWER LINE | 0.50 | 114.00 |
| 10/31/24 | KL | ATTEND MEETING WITH SAVAGE | 0.70 | N/C |
| Total Professional Services | | | 7.90 | \$1,641.60 |

PROFESSIONAL SERVICES SUMMARY

| Code | Name | Hours | Rate | Amount |
|------------------------------------|----------------|--------------|-------------|-------------------|
| KL | Keith Lemieux | 0.10 | 228.00 | 22.80 |
| KL | Keith Lemieux | 0.70 | 0.00 | 0.00 |
| SON | Steven O'Neill | 4.30 | 228.00 | 980.40 |
| VAS | Vrunda A Shah | 2.80 | 228.00 | 638.40 |
| Total Professional Services | | | 7.90 | \$1,641.60 |

CURRENT BILL TOTAL AMOUNT DUE **\$1,641.60**

Balance Forward: 3,967.20

Receipts Since Last Bill

| Date | Description | Total Applied |
|-------------|-------------------------|----------------------|
| 10/23/24 | ACH Payment - Thank you | -1,938.00 |
| | Less Total Payments | -1,938.00 |

Payments & Adjustments: -1,938.00

Total Due: **\$3,670.80**

Please return this page with remittance

to
Aleshire & Wynder LLP

Bill Number: 91108
Bill Date: November 14, 2024
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0001
Matter Name: General

| | |
|--------------------------------------|---------------------------------|
| Total Professional Services: | 1,641.60 |
| Total Disbursements: | 0.00 |
| CURRENT BILL TOTAL AMOUNT DUE | <u>\$1,641.60</u> |
| Balance Forward: | 3,967.20 |
| Payments & Adjustments: | -1,938.00 |
| Total Due: | <u><u>\$3,670.80</u></u> |

Amount enclosed: _____

Thank You



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

November 14, 2024
 Bill No. 91092

For Legal Services Rendered Through 10/31/24

CLIENT: 01245 - Los Olivos Community Services District
 MATTER: 0006 - Public Works-Engineering

PROFESSIONAL SERVICES

| Date | Attorney | Description | Hours | Amount |
|------------------------------------|-----------------|-----------------------------------------------------------------------------|--------------|----------------|
| 10/16/24 | VAS | LEGAL RESEARCH AND ANALYSIS OF LOCS D'S AUTHORITY TO CONSTRUCT A SEWER MAIN | 0.20 | 45.60 |
| Total Professional Services | | | 0.20 | \$45.60 |

PROFESSIONAL SERVICES SUMMARY

| Code | Name | Hours | Rate | Amount |
|------------------------------------|---------------|--------------|-------------|----------------|
| VAS | Vrunda A Shah | 0.20 | 228.00 | 45.60 |
| Total Professional Services | | 0.20 | | \$45.60 |

CURRENT BILL TOTAL AMOUNT DUE **\$45.60**

Please return this page with remittance

to
Aleshire & Wynder LLP

Bill Number: 91092
Bill Date: November 14, 2024
Client Code: 01245
Client Name: Los Olivos Community Services District
Matter Code: 0006
Matter Name: Public Works-Engineering

| | |
|--------------------------------------|------------------------------|
| Total Professional Services: | 45.60 |
| Total Disbursements: | 0.00 |
| CURRENT BILL TOTAL AMOUNT DUE | <u><u>\$45.60</u></u> |

Amount enclosed: _____

Thank You

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 #: 202411
Invoice Date: 12/2/2024

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 (30) or as authorized by the District.

| Date | Description | Units | Rate | Amount |
|--------------|---------------------------------------------------------------------------------|-------|-----------|--------------------|
| 12/2/2024 | General Manager Services - LOCSD (11/1/24-11/30/24) See Attached for Details | 30 | \$ 145.00 | \$ 4,350.00 |
| | | | | \$ - |
| Total | | | | \$ 4,350.00 |

Thank you for your continued support.



Email: GM.LOCSD@gmail.com

| Date | Description | Grant | | | Amount | Amount Grant Reimbursable |
|---------------------|---------------------------------------------|--------------|--------------|--------------------|--------------------|---------------------------|
| | | Hours | Reimbursable | Rate | | |
| 1-Nov | Coffee w/Director, Kennedy mtg, emails | 2 | | \$ 145.00 | \$ 290.00 | \$ - |
| | Stantec contract | 1.5 | | \$ 145.00 | \$ 217.50 | \$ - |
| 4-Nov | Emails, Wells | 1.25 | | \$ 145.00 | \$ 181.25 | \$ - |
| | Finance and PM agendas | 0.75 | | \$ 145.00 | \$ 108.75 | \$ - |
| 7-Nov | Funding fair (grant opportunities) | 2 | | \$ 145.00 | \$ 290.00 | \$ - |
| 8-Nov | Finance and PM meetings, minutes, post | 2.25 | | \$ 145.00 | \$ 326.25 | \$ - |
| | Emails, Counsel discussion, annual calendar | 1.25 | | \$ 145.00 | \$ 181.25 | \$ - |
| | 11/13 Regular agenda | 1 | | \$ 145.00 | \$ 145.00 | \$ - |
| 12-Nov | 11/13 Regular prep - slides | 2.75 | | \$ 145.00 | \$ 398.75 | \$ - |
| 13-Nov | 11/13 prep | 1.25 | | \$ 145.00 | \$ 181.25 | \$ - |
| | Emails, elections follow up, social media | 1 | | \$ 145.00 | \$ 145.00 | \$ - |
| | 11/13 Regular meeting | 3 | | \$ 145.00 | \$ 435.00 | \$ - |
| | 11/13 meeting minutes, video post | 0.75 | | \$ 145.00 | \$ 108.75 | \$ - |
| 14-Nov | Emails, meeting coordination | 0.5 | | \$ 145.00 | \$ 72.50 | \$ - |
| 18-Nov | Minutes, Stantec contract, emails, Kennedy | 1.25 | | \$ 145.00 | \$ 181.25 | \$ - |
| | State of the District | 0.25 | | \$ 145.00 | \$ 36.25 | \$ - |
| 20-Nov | Groundwater wells, Herthel talk | 2.75 | | \$ 145.00 | \$ 398.75 | \$ - |
| 22-Nov | Emails | 0.25 | | \$ 145.00 | \$ 36.25 | \$ - |
| 25-Nov | WSC / Carollo final documents | 0.5 | | \$ 145.00 | \$ 72.50 | \$ - |
| 26-Nov | State of the District, emails | 3.75 | | \$ 145.00 | \$ 543.75 | \$ - |
| 30-Nov | State of the District, emails | 1.25 | | \$ 145.00 | \$ 181.25 | \$ - |
| Totals | | 31.25 | 0 | \$ 4,531.25 | \$ - | \$ - |
| Grand Totals | | Hours | 31.25 | | \$ 4,531.25 | \$ 4,531.25 |

ITEM 8 – CALENDAR FOR 2025

CALENDAR FOR 2025

RESOLUTION NO. 24-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LOS OLIVOS COMMUNITY SERVICES DISTRICT ESTABLISHING A REGULAR MEETING SCHEDULE FOR CALENDAR YEAR 2025

WHEREAS, the Los Olivos Community Services District (“District”) is committed to preserving and fostering public access, transparency, observation, and participation in meetings of the Board of Directors (“Board”) and all standing committees; and

WHEREAS, all meetings of the Board and standing committees of the District are open and public, as required by the Ralph M. Brown Act, Government Code sections 54950 – 54963, so that any member of the public may attend, observe, and participate in a meaningful way; and

WHEREAS, the Board has agreed to hold regular monthly meetings of the full Board of Directors on the second Wednesday each month; and

WHEREAS, public access, transparency, observation, and participation in meetings of the Board and all standing committees is enhanced by having a predictable schedule of regular meetings established and published on the District’s website.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. The Board of Directors hereby adopts the schedule of regular meetings for calendar year 2025 as shown on Attachment 1.

Section 3. The General Manager is directed to publish the schedule of regular meetings as shown on Attachment 1 on the District’s website.

Section 4. This Resolution shall take effect immediately upon adoption by the Board of Directors.

[THIS SECTION INTENTIONALLY LEFT BLANK]

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the Board of Directors of the Los Olivos Community Services District at a regularly scheduled meeting held on the 11th day of December 2024, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

ATTEST:



Guy W. Savage
General Manager / Board Secretary

LOS OLIVOS COMMUNITY SERVICES DISTRICT

By: _____
Julie Kennedy, Board President

APPROVED AS TO FORM:
By:

Steve O'Neill, District Counsel

ATTACHMENT "1"

Regular Meeting Schedule for Calendar Year 2025

Wednesday, January 8, 2025

Wednesday, February 12, 2025

Wednesday, March 12, 2025

Wednesday, April 9, 2025

Wednesday, May 14, 2025

Wednesday, June 11, 2025

Wednesday, July 9, 2025

Wednesday, August 13, 2025

Wednesday, September 10, 2025

Wednesday, October 8, 2025

Wednesday, November 12, 2025

Wednesday, December 10, 2025

ITEM 9 – ELECTION OF OFFICERS FOR 2025

ELECTION OF OFFICERS FOR 2025

RESOLUTION NO. 23-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LOS OLIVOS COMMUNITY SERVICES DISTRICT ESTABLISHING A POLICY FOR SELECTION OF BOARD OFFICERS

WHEREAS, the Los Olivos Community Services District ("District") is empowered to adopt policies governing its operations; and

WHEREAS, California Government Code section 61043(a) provides that the Board of Directors ("Board") may elect Board officers following a general district election or unopposed election, or annually; and

WHEREAS, California Government Code section 61043(b), the officers of the Board are a President and a Vice President, with the President presiding over meetings of the Board and the Vice President serving in the President's absence or inability to serve; and

WHEREAS, the Board wishes to adopt a uniform policy governing the selection of Board officers on an annual basis.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Los Olivos Community Service District, as follows:

1. The above recitals are true and correct.
2. The Board of Directors hereby establishes a policy for the selection of Board officers, to take place on an annual basis at the first meeting in January of each year, commencing January of 2024.
3. If the certified results of the immediately prior general election have not been released in time to comply with the noticing requirements for the first meeting in January, then the Board of Directors may extend selection of Board officers to the next meeting after release of the certified election results that allows for compliance with meeting noticing requirements.
4. Any Director may be nominated for the office of President or Vice President, except that no Director may hold more than one officer position. Nominations for office require a second. Whereas the officers of President and Vice President do not include any additional financial compensation, Directors nominated for such officers may nominate or second, and vote for themselves.
5. The President shall preside over meetings of the Board, and have the powers specified by law. The Vice President shall serve in the President's absence or inability to serve, and in such case have the powers of the President as specified by law until such time as the President is present or has the ability to serve or any vacancy is filled by Board election.

6. Nothing in this Resolution restricts the Board of Directors from calling an early election of officers to fill a vacancy.

7. The rules for vacancies for District officers shall follow the rules for vacancies in elected office, as set forth in Government Code section 1770.

8. Nothing in this Resolution restricts the creation of additional Board officers consistent with Government Code section 61043(c).

9. Following every election of Board officers, the General Manager or their designee shall update the listing of Board officers on the District's website and provide the term of office for each, and update official District letterhead to reflect any changes in offices.

10. The General Manager, or the General Manager's designee, is authorized to take all actions necessary or appropriate to carry out the intent and purpose of this Resolution.

11. Should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution, as hereby adopted, shall remain in full force and effect.

12. This resolution is effective immediately.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the Board of Directors of the Los Olivos Community Services District at a regularly scheduled meeting held on the 12th day of July, 2023, by the following vote:

AYES: FAYRAM, KENNEDY, PARKS, PALMER

NOES: NONE

ABSENT: ROSS


ABSTAIN: NONE

ATTEST:




GUY SAVAGE, General Manager

**LOS OLIVOS COMMUNITY SERVICES
DISTRICT**

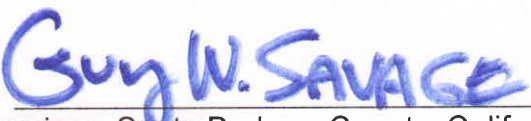
By: 

TOM FAYRAM, Board President

APPROVED AS TO FORM:

By: 

G. ROSS TRINDLE, III, District Counsel

I,  **GUY W. SAVAGE**, General Manager of the Los Olivos Community Services, Santa Barbara County, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the Board of Directors of the Los Olivos Community Services District on the date and by the vote indicated herein.

ITEM 10 – APPOINTMENTS TO SUBCOMMITTEES

APPOINTMENTS TO SUBCOMMITTEES

RESOLUTION NO. 23-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LOS OLIVOS COMMUNITY SERVICES DISTRICT RESCINDING AND REPLACING RESOLUTIONS NO. 18-04 AND 18-05 AND DECLARING ALL COMMITTEES TO BE STANDING COMMITTEES

WHEREAS, the Los Olivos Community Services District ("District") is empowered to adopt policies governing its operations; and

WHEREAS, the Board of Directors ("Board") of the District previously created advisory committees entitled the Finance Committee, the Technical Committee, the Grants Committee, and the Project Management Committee, each of which was empowered to obtain and analyze information to report to the full Board on those designated topic areas, for final Board consideration and possible action; and

WHEREAS, the Board wishes to declare each of these committees to be standing committees subject to the Brown Act to provide transparency to the public and to provide efficient use of public funds; and

WHEREAS, the Board wishes adopt a uniform policy governing the creation and operation of all committees that may be created and appointed by the Board;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Los Olivos Community Service District, as follows:

1. The above recitals are true and correct.
2. The Board of Directors hereby repeals Resolution number 18-04 and the prior Policy on Committees attached to Resolution number 18-04.
3. The Board of Directors hereby repeals Resolution number 18-05.
4. The Board of Directors resolves that currently existing Committees—Finance, Technical, Grants, and Project Management—shall be and are hereby re-established and declared to be Standing Committees subject to the Brown Act.
5. The Finance Committee shall review and make recommendations regarding consideration and possible approval of costs incurred by the District during the prior month. The current Finance Committee is comprised of Directors Kennedy and Palmer. The future membership of the Finance Committee shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the committee. At its next meeting following adoption of this Resolution, the Finance Committee is directed to establish a regular schedule of meetings, to be posted on the District's website. Any meeting set forth on the regular schedule of meetings shall proceed as scheduled, unless a notice of cancellation is posted to the District's

website a minimum of seventy-two (72) hours prior to the anticipated start of said regular meeting and disseminated to email recipients who have requested notice of District meetings electronically.

6. The Technical Committee shall review and make recommendations regarding consideration and possible approval of technical solutions related to the collection, treatment, and disposal of wastewater; connection to a community treatment solution from individual parcels (both residential and commercially zoned); ownership of collection and treatment solutions; sizing, scope, and placement of collection and treatment approaches and solutions; and implementation and management of existing and future groundwater monitoring wells. The current Technical Committee is comprised of President Fayram and Vice President Ross. The future membership of the Technical Committee shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the committee. At its next meeting following adoption of this Resolution, the Technical Committee is directed to establish a regular schedule of meetings, to be posted on the District's website. Any meeting set forth on the regular schedule of meetings shall proceed as scheduled, unless a notice of cancellation is posted to the District's website a minimum of seventy-two (72) hours prior to the anticipated start of said regular meeting and disseminated to email recipients who have requested notice of District meetings electronically.

7. The Grants Committee shall review and make recommendations regarding consideration and possible approval of grant funding opportunities to be undertaken by the District. The current Grants Committee is comprised of Directors Kennedy and Parks. The future membership of the Technical Committee shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the committee. At its next meeting following adoption of this Resolution, the Grants Committee is directed to establish a regular schedule of meetings, to be posted on the District's website. Any meeting set forth on the regular schedule of meetings shall proceed as scheduled, unless a notice of cancellation is posted to the District's website a minimum of seventy-two (72) hours prior to the anticipated start of said regular meeting and disseminated to email recipients who have requested notice of District meetings electronically.

8. The Project Management Committee shall review and make recommendations regarding consideration and possible approval of items related to the general project management of District activities including providing input and review of required Santa Barbara County Local Agency Formation Commission (LAFCO) quarterly letters and community newsletters, policy development, project schedules, and other calendaring and scheduling activities as needed. The current Project Management Committee is comprised of Vice President Ross and Director Palmer. The future membership of the Technical Committee shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the

committee. At its next meeting following adoption of this Resolution, the Project Management Committee is directed to establish a regular schedule of meetings, to be posted on the District's website. Any meeting set forth on the regular schedule of meetings shall proceed as scheduled, unless a notice of cancellation is posted to the District's website a minimum of seventy-two (72) hours prior to the anticipated start of said regular meeting and disseminated to email recipients who have requested notice of District meetings electronically.

9. All business conducted at meetings of the Technical, Grants, and Project Management Committees that occurred in May or June of 2023 shall be re-noticed for consideration and possible action/ratification at the next scheduled committee meeting following adoption of this Resolution.

10. Any future advisory committees considered for creation by the Board of Directors shall include discussion and a determination by the Board of Directors regarding: (1) whether the committee will be subject to the Brown Act as set forth in Government Code section 54952(b); (2) the subject matter jurisdiction of the committee; (3) in the case of committees not subject to the Brown Act as set forth in Government Code section 54952(b), the length of time the committee can exist to carry out its purpose, not to exceed six months from the date of creation, after which the Board of Directors must discuss and consider whether to re-establish the committee, to take place at a public meeting of the Board of Directors, otherwise the ad hoc committee shall automatically cease to exist following expiration of the period of time set at the time of committee creation.

11. The membership of all future advisory committees created by the Board of Directors shall be selected by the Board President after consultation with the Board of Directors, during a public meeting, and the District's website shall be updated to reflect the current composition of the committee.

12. A fully executed copy of this Resolution shall be posted on the District's website in a conspicuous place along with the other information required to be posted regarding committees, as set forth herein.

13. The General Manager, or the General Manager's designee, is authorized to take all actions necessary or appropriate to carry out the intent and purpose of this Resolution.

14. Should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution, as hereby adopted, shall remain in full force and effect.

15. This resolution is effective immediately.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by

the Board of Directors of the Los Olivos Community Services District at a regularly scheduled meeting held on the 12th day of July, 2023, by the following vote:

AYES: FAYRAM, PARKS, TALMER, KENNEDY

NOES: NONE

ABSENT: ROSS


ABSTAIN: NONE

ATTEST:




GUY W. SAVAGE, General Manager

LOS OLIVOS COMMUNITY SERVICES DISTRICT

By: 
TOM FAYRAM, Board President

APPROVED AS TO FORM:

By: 
G. ROSS TRINDLE, III, District Counsel

I, GUY W. SAVAGE, General Manager of the Los Olivos Community Services, Santa Barbara County, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the Board of Directors of the Los Olivos Community Services District on the date and by the vote indicated herein.

ITEM 11B – GM REPORTS

GM REPORTS

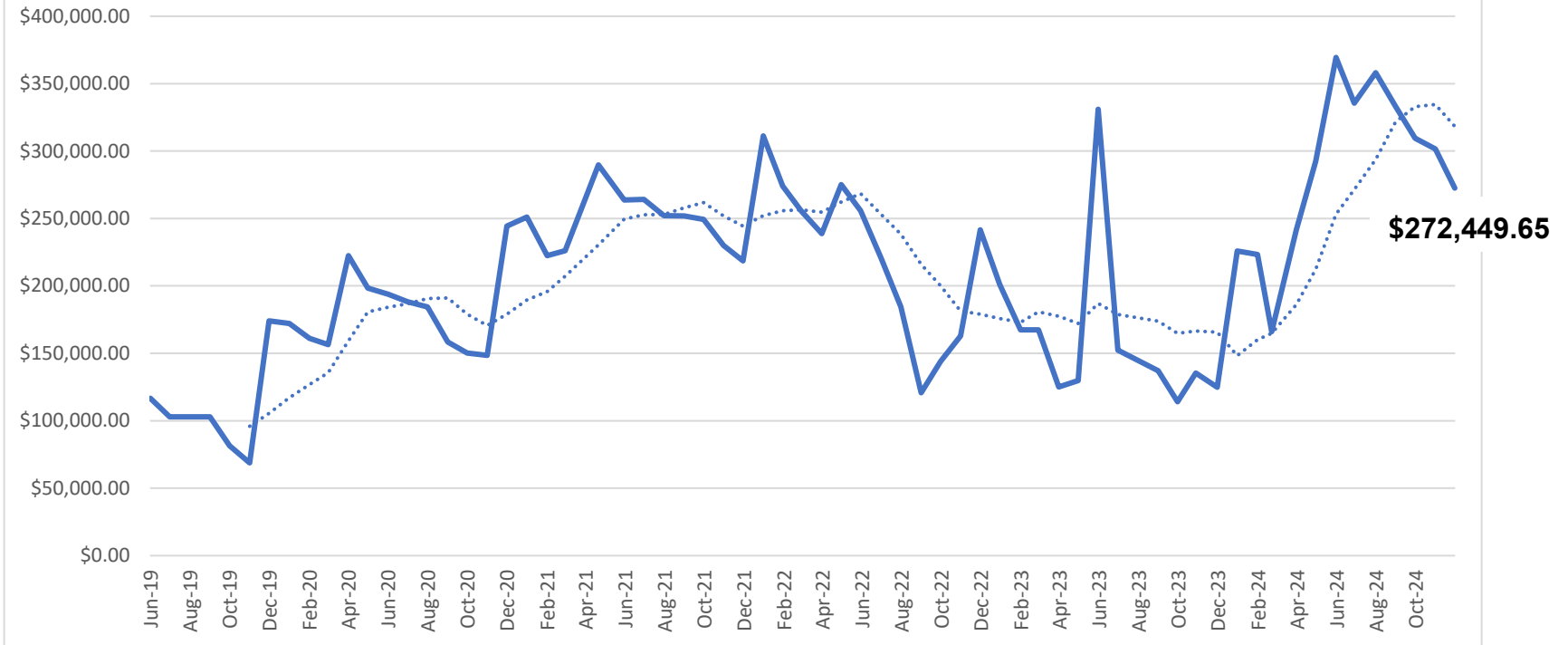
Summary Project Status Report

| | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--|------------------|--|
| City of Solvang possible connection | Budget: | | Schedule: | |
| <ul style="list-style-type: none"> • Kickoff for Stantec 30% design / conceptual model for forcemain down Alamo Pintado • Carollo final report attached • Awaiting WSC final report | | | | |
| Audit (Moss, Levy & Hartzheim) | Budget: | | Schedule: | |
| <ul style="list-style-type: none"> • 2023-24 Audit – no progress, last year we can use them | | | | |

Other:

- Thank you to Lefty’s Coffee Co for continuing to allow “Coffee with a Director” meetings
- Performed additional outreach to Dunn and Los Olivos School
- Posting on Facebook in addition to NextDoor
- GSI completed groundwater sampling on November 20, as of agenda posting, test results have not been provided

Los Olivos CSD Cash Balance History - w/6 month Trendline



General Ledger Trial Balance

As of: 11/30/2024
Accounting Period: OPEN

Selection Criteria: Fund = 3490

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

Fund 3490 -- Los Olivos CSD

| | Beginning Balance 7/1/2024 | Year-To-Date Debits | Year-To-Date Credits | Ending Balance 11/30/2024 |
|------------------------------------------------|-------------------------------|------------------------|-------------------------|------------------------------|
| Assets & Other Debits | | | | |
| Assets | | | | |
| 0110 -- Cash in Treasury | 324,224.67 | 43,149.13 | 94,924.15 | 272,449.65 |
| 0240 -- Interest Receivable | 2,259.32 | 2,467.96 | 4,727.28 | 0.00 |
| Total Assets | 326,483.99 | 45,617.09 | 99,651.43 | 272,449.65 |
| Total Assets & Other Debits | 326,483.99 | 45,617.09 | 99,651.43 | 272,449.65 |
| Liabilities, Equity & Other Credits | | | | |
| Liabilities | | | | |
| 1010 -- Warrants Payable | 0.00 | 2,900.00 | 2,900.00 | 0.00 |
| 1015 -- EFT Payable | 0.00 | 86,201.72 | 86,201.72 | 0.00 |
| 1210 -- Accounts Payable | 0.00 | 89,101.72 | 89,101.72 | 0.00 |
| Total Liabilities | 0.00 | 178,203.44 | 178,203.44 | 0.00 |
| Equity | | | | |
| 2200 -- Fund Balance-Residual | -326,483.99 | 0.00 | 0.00 | -326,483.99 |
| 2710 -- Revenues/Other Fin Sources | 0.00 | 5,822.43 | 40,889.81 | -35,067.38 |
| 2810 -- Expenditures/Other Fin Uses | 0.00 | 89,101.72 | 0.00 | 89,101.72 |
| Total Equity | -326,483.99 | 94,924.15 | 40,889.81 | -272,449.65 |
| Total Liabilities, Equity & Other Credits | -326,483.99 | 273,127.59 | 219,093.25 | -272,449.65 |
| Total Los Olivos CSD | 0.00 | 318,744.68 | 318,744.68 | 0.00 |

Financial Status

As of: 11/30/2024 (42% 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 | 6/30/2025 Fiscal Year Adjusted Budget | 11/30/2024 Year-To-Date Actual | 6/30/2025 Fiscal Year Variance | 6/30/2025 Fiscal Year Pct of Budget |
|----------------------------------------|---------------------------------------------|--------------------------------------|--------------------------------------|-------------------------------------------|
| Revenues | | | | |
| Taxes | | | | |
| 3066 -- Special Tax Assessment | 0.00 | -9.00 | -9.00 | -- |
| Taxes | 0.00 | -9.00 | -9.00 | -- |
| Use of Money and Property | | | | |
| 3380 -- Interest Income | 0.00 | 2,467.96 | 2,467.96 | -- |
| Use of Money and Property | 0.00 | 2,467.96 | 2,467.96 | -- |
| Intergovernmental Revenue-Other | | | | |
| 4840 -- Other Governmental Agencies | 0.00 | 32,608.42 | 32,608.42 | -- |
| Intergovernmental Revenue-Other | 0.00 | 32,608.42 | 32,608.42 | -- |
| Revenues | 0.00 | 35,067.38 | 35,067.38 | -- |
| Expenditures | | | | |
| Services and Supplies | | | | |
| 7090 -- Insurance | 0.00 | 2,769.86 | -2,769.86 | -- |
| 7324 -- Audit and Accounting Fees | 0.00 | 2,900.00 | -2,900.00 | -- |
| 7460 -- Professional & Special Service | 0.00 | 40,129.01 | -40,129.01 | -- |
| 7508 -- Legal Fees | 0.00 | 8,618.40 | -8,618.40 | -- |
| 7510 -- Contractual Services | 0.00 | 34,684.45 | -34,684.45 | -- |
| Services and Supplies | 0.00 | 89,101.72 | -89,101.72 | -- |
| Expenditures | 0.00 | 89,101.72 | -89,101.72 | -- |
| Los Olivos CSD | 0.00 | -54,034.34 | -54,034.34 | -- |
| Net Financial Impact | 0.00 | -54,034.34 | -54,034.34 | -- |

Cash Balances

As of: 11/30/2024
Accounting Period: OPEN

Selection Criteria: Fund = 3490

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

| Fund | 11/1/2024 Beginning Balance | Month-To-Date Cash Receipts (+) | Month-To-Date Treasury Credits (+) | Month-To-Date Warrants and Wire Transfers (-) | Month-To-Date Treasury Debits (-) | 11/30/2024 Ending Balance |
|------------------------|-----------------------------------|---------------------------------------|------------------------------------------|-----------------------------------------------------|-----------------------------------------|---------------------------------|
| 3490 -- Los Olivos CSD | 301,515.10 | 0.00 | 0.00 | 0.00 | 29,065.45 | 272,449.65 |
| Total Report | 301,515.10 | 0.00 | 0.00 | 0.00 | 29,065.45 | 272,449.65 |



Evaluation of Los Olivos Flows on Solvang WWTP



TECHNICAL MEMORANDUM

Wastewater Connection Evaluation

FINAL / November 2024





Evaluation of Los Olivos Flows on Solvang WWTP

TECHNICAL MEMORANDUM

Wastewater Connection Evaluation

FINAL / November 2024



Contents

| | | |
|-----------------------------------------|--------------------------------------|----------|
| INTRODUCTION | | 1 |
| Background | | 1 |
| Data Review | | 1 |
| Wastewater Data | | 1 |
| Salt Loading Data | | 2 |
| FINDINGS | | 4 |
| Wastewater Data Analysis and Discussion | | 4 |
| Salt Data Analysis and Discussion | | 6 |
| Summary and Recommendations | | 6 |
| | | |
| Tables | | |
| Table 1 | Wastewater Quality Parameters | 2 |
| Table 2 | Salt Loading Parameters | 3 |
| Table 3 | Estimated Wastewater Salt Loads | 3 |
| Table 4 | Solvang WWTP Effluent Concentrations | 4 |
| | | |
| Figures | | |
| Figure 1 | BioWin Model Diagram | 5 |

INTRODUCTION

Background

In August 2024, the Los Olivos Community Services District (LOCS D) contracted with Carollo Engineers (Carollo) to evaluate the impact of connecting the LOCS D's wastewater flows to the City of Solvang's existing wastewater treatment plant (WWTP). This evaluation is part of a larger project to convert residential and commercial septic tanks within the LOCS D to a wastewater pipeline conveyance system.

As part of the evaluation, Carollo analyzed data from the City of Solvang and the LOCS D, including water quality of drinking water and wastewater within both service areas. Carollo analyzed this data to determine what effect the addition of LOCS D wastewater will have on the Solvang WWTP, and if any changes to treatment processes or plant capacity would be required in order to accept and treat LOCS D wastewater. The findings of this analysis are presented in this technical memorandum (TM).

During this analysis, the ability of the Solvang WWTP to accept and treat wastewater flow from LOCS D was gauged by the WWTP's ability to comply with its effluent permit limits. The treatment processes at the WWTP were simulated using a biological process model, which is discussed later in this TM.

Data Review

LOCS D provided Carollo with several sources of background information used in this evaluation. These sources include a report authored by Stantec in 2022 titled *Wastewater Collection and Treatment Basis of Design Report* (BODR), which estimated design wastewater flows and loads from the LOCS D as well as established design criteria for the future wastewater collection system within the LOCS D.

The wastewater constituents estimated in the BODR included five-day biological oxygen demand (BOD₅), total suspended solids (TSS), and total Kjeldahl nitrogen (TKN). BOD₅ is a measure of the amount of oxygen required by microorganisms to break down matter in wastewater over a five-day period. TSS is a measure of the amount of particles suspended in wastewater, and TKN is a measure of the amount of ammonia and organic nitrogen in wastewater. These parameters are all important ways of assessing the level of pollution in wastewater, and all three are regulated in some form and part of the Solvang WWTP's effluent permit.

Lastly, Carollo obtained information on the LOCS D's drinking water supply from the Santa Ynez River Water Conservation District, Improvement District No. 1 (ID1), which provides all of the drinking water within the LOCS D service area.

Wastewater Data

The 2022 Stantec BODR divided the septic-to-sewer conversion project into three phases. Phase I captured the core downtown area within the LOCS D, which includes the commercial area and neighboring residential properties. Phase II includes the residential area to the east and south of Phase I. Finally, Phase III includes the remaining property in the LOCS D boundary that were not included in the previous phases, and also accounts for future growth within the LOCS D over the next 20 years.

For the purposes of this evaluation, Carollo considered the scenario where the full Phase III wastewater flows and loads would be connected to the Solvang WWTP. These future flows and wastewater concentrations are presented in Table 1 alongside Solvang wastewater flows and concentrations. The flows are presented as average daily maximum month flows (ADMMFs), which are the highest 30-day average flows that occur within a year. Influent wastewater concentrations provided are monthly averages. The combination of ADMMF flow with average wastewater concentrations typically provides a “worst-case” loading scenario for the WWTP, which was used for the analysis conducted in this report.

Additionally, the Solvang WWTP has an agreement with the Santa Ynez Community Services District (SYCSD) to provide up to 0.3 million gallons per day (mgd) of WWTP treatment capacity as shown in Table 1. A 2017 report prepared for the SYCSD titled *Recycled Water Facilities Plan* characterized the strength of SYCSD’s wastewater, which is also included in Table 1.

Table 1 Wastewater Quality Parameters

| Source | Constituent | ADMMF Flow (gpd) | Average Influent Wastewater Concentration (mg/L) | WWTP Influent Load (lb/day) |
|-------------------------------------------|------------------|------------------|--------------------------------------------------|-----------------------------|
| City of Solvang Wastewater ⁽¹⁾ | BOD ₅ | 713,000 | 263 | 2,018 |
| | TSS | | 201 | 1,542 |
| | TKN | | 59 | 453 |
| LOCSD Phase III Wastewater ⁽²⁾ | BOD ₅ | 133,800 | 416 | 451 |
| | TSS | | 320 | 347 |
| | TKN | | 63 | 68 |
| SYCSD Wastewater ⁽³⁾ | BOD ₅ | 300,000 | 320 | 658 |
| | TSS | | 176 | 503 |
| | TKN | | 63 | 148 |

Notes:

gpd - gallons per day; lb/day - pounds per day; mg/L - milligrams per liter

(1) WWTP average influent concentrations provided by City of Solvang.

(2) LOCSD estimated wastewater concentrations from 2022 Stantec BODR.

(3) SYCSD wastewater concentrations from 2017 Recycled Water Facilities Plan.

Salt Loading Data

An additional concern when considering the ability of the Solvang WWTP to accept wastewater flow from LOCSD is the concentration of certain constituents in the wastewater including total dissolved solids (TDS), sodium, and chloride. The Central Coast Regional Water Quality Control Board (RWQCB) has imposed WWTP effluent limits for these constituents on the City of Solvang and has recently altered those limits to be more stringent. However, none of these constituents are removed by conventional wastewater treatment such as is employed at the Solvang WWTP.

Drinking water in the City of Solvang is comprised of a blended mixture of water from the State Water Project as well as local groundwater wells. The flow-weighted drinking water quality concentrations for the City of Solvang are presented in Table 2 alongside the drinking water quality for the LOCSD, which is comprised entirely of water from ID1.

Table 2 Salt Loading Parameters

| Constituent | Solvang Wastewater Concentrations ⁽¹⁾ (mg/L) | Solvang Blended Drinking Water Concentrations ⁽²⁾ (mg/L) | LOCS D ID1 Concentrations ⁽³⁾ (mg/L) |
|-------------|---------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------------|
| TDS | 1,017 | 931 | 581 |
| Sodium | 185 | 61 | 46 |
| Chloride | 239 | 81 | 39 |

Notes:

- (1) Average of Solvang wastewater data from 2012 to 2023.
- (2) Average of flow-weighted concentrations of all active Solvang drinking water sources from 2012 to 2023.
- (3) Average of ID1 water quality data sourced from Consumer Confidence Reports from 2012 to 2023.

Carollo has water and wastewater data for these constituents provided by the City of Solvang, but the concentrations of these parameters were not considered in the 2022 Stantec BODR. Therefore, Carollo has estimated the LOCS D wastewater concentrations by first subtracting the background Solvang drinking water concentrations from the total wastewater concentrations for these constituents, resulting in an estimated contribution in wastewater loading from water use, called the user contribution.

The user contribution loads were then converted to concentrations, and these same concentrations from the users in Solvang were used to calculate the user contribution load for LOCS D based on the Phase III flow estimate. The LOCS D drinking water contribution loads were calculated using the ID1 concentrations from Table 2 as well as the Phase III flow estimate. The user contribution loads and drinking water loads were added to form the LOCS D total contribution load in Table 3. Finally, the total LOCS D load was added to the loading data from Solvang to calculate an estimated WWTP load that includes wastewater from Solvang and LOCS D. The total WWTP load was converted to concentrations and compared alongside the WWTP effluent permit limits in Table 3.

Table 3 Estimated Wastewater Salt Loads

| Constituent | LOCS D Average Drinking Water Contribution (lb/day) | LOCS D Average User Contribution ⁽¹⁾ (lb/day) | LOCS D Average Total Contribution (lb/day) | Total Average WWTP Load (lb/day) | WWTP Concentration (mg/L) | WWTP Effluent Permit Limit ⁽²⁾ (mg/L) |
|-------------|-----------------------------------------------------|----------------------------------------------------------|--------------------------------------------|----------------------------------|---------------------------|--------------------------------------------------|
| TDS | 648 | 101 | 749 | 6,303 | 949 | 1,500 |
| Sodium | 51 | 81 | 132 | 1,147 | 173 | 100 |
| Chloride | 44 | 97 | 140 | 1,455 | 219 | 150 |

Notes:

- (1) Assumed same concentrations contributed by users in Solvang service area.
- (2) 25-month rolling median effluent permit limit provided.

FINDINGS

Wastewater Data Analysis and Discussion

The influent wastewater flows and concentrations from Table 1 were input into the biological model developed by Carollo using BioWin modeling software. An diagram of the model configuration is included in Figure 1 on the following page. The model reflects the future treatment processes at the WWTP following the upcoming Phase 2 Upgrades project that is meant to address treatment deficiencies at the plant, as discussed below.

Currently, the plant is equipped with sequencing batch reactors (SBRs) that carry out biological treatment of the wastewater. New effluent permit limits imposed by regulators have caused the plant to struggle to treat all incoming flow while also complying with the effluent limits, and this is largely due to the operation of the SBRs.

The Phase 2 Upgrades project will include reconfiguring the existing SBRs to operate as flow through aeration basins, a process that allows more flow to be treated while also removing enough nitrogen to comply with effluent limits. The Phase 2 project will also add secondary clarifiers in order to further remove solids while contributing to the successful biological treatment of nitrogen. The Phase 2 Upgrades Project is currently entering the preliminary design phase and construction is anticipated to be completed in April 2028.

The model was run at the worst-case condition, using ADMMF and average wastewater concentrations to simulate the typical highest wastewater loads on the WWTP. The model results for BOD₅, TSS, and total nitrogen (TN) are summarized in Table 4 alongside the Solvang WWTP permit limits for comparison.

Table 4 Solvang WWTP Effluent Concentrations

| Constituent | WWTP Effluent Permit Limit (mg/L) | Modeled Effluent Concentration (mg/L) |
|---------------------------------|-----------------------------------|---------------------------------------|
| BOD ₅ ⁽¹⁾ | 30 | 2.4 |
| TSS ⁽¹⁾ | 20 | 4.2 |
| TN ⁽²⁾ | 10 | 8.8 |

Notes:

- (1) 30-day average effluent permit limit provided.
- (2) 25-month rolling median effluent permit limit provided.

As can be seen from Table 4, even at worst-case maximum month wastewater loading, the future planned WWTP is able to effectively meet effluent permit limits while accepting full Phase 3 buildout ADMMF from LOCSO. This will only be possible, however, after the WWTP Phase 2 Upgrades project is constructed.

The Solvang WWTP is rated to treat 1.5 mgd of influent wastewater flow. Presently, however, the WWTP struggles to meet the effluent limits at current flows due to process limitations that the Phase 2 project is intended to address, and it is considered highly unlikely that the WWTP in its current state would continue to meet permit limits with higher flows from LOCSO.

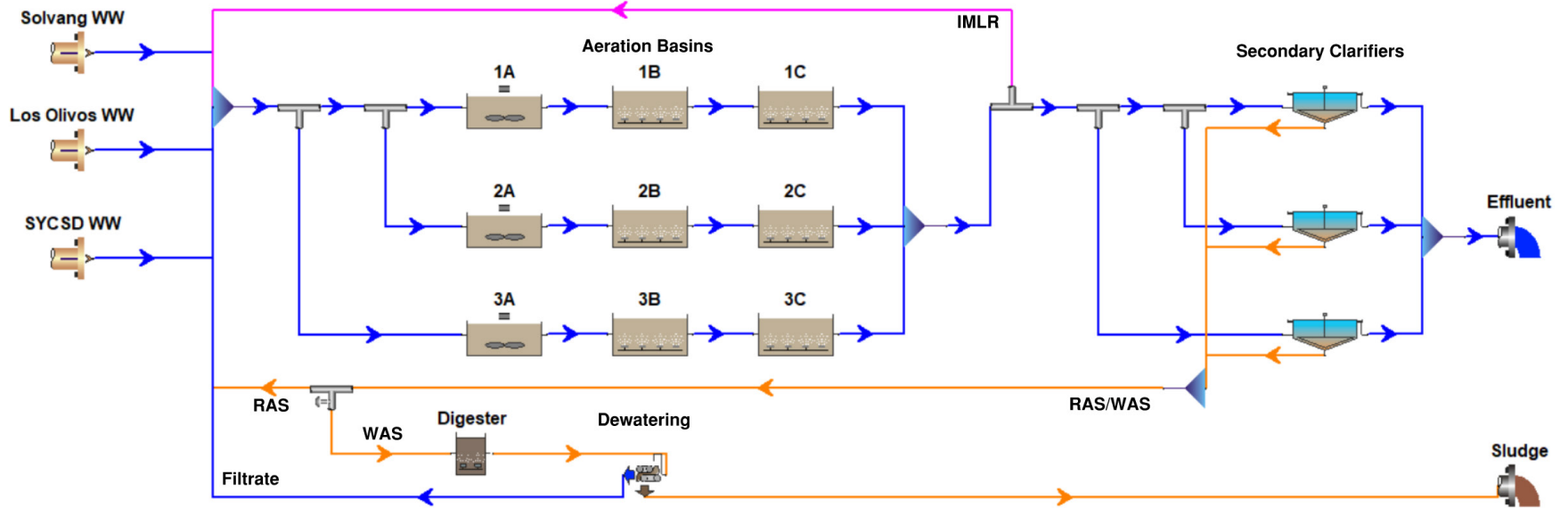


Figure 1 BioWin Model Diagram

Salt Data Analysis and Discussion

As shown in Table 2, the average background concentrations of TDS, sodium, and chloride in the LOCSD's drinking water are lower than those in the City of Solvang's blended drinking water, but still contribute to the salt load at the WWTP in addition to the estimated user contribution. Since salt is not removed at the WWTP, it simply passes through and exits with the WWTP effluent. Table 2 shows that the estimated salt load, including that from LOCSD, will violate the effluent permit limits at the WWTP.

This is an issue that has been ongoing for the City of Solvang, even before the permit limits were updated. Due to the hardness of Solvang's drinking water supply, many residents use automatic water softeners (AWSs) in their homes to soften their water before consumption. These AWS units discharge salt into the sewer every time they regenerate, which Carollo believes is a significant source of TDS, sodium, and chloride in Solvang's wastewater. The City of Solvang currently has a ban on the use of commercial AWS units but does not have any restrictions on residential use.

As discussed previously, the RWQCB has updated Solvang's permit for these constituents to require more restrictive limits which the WWTP is unable to meet. Solvang has contracted with Carollo to develop a compliance plan to provide to the RWQCB that will outline several options for compliance with the salt permit limits at the WWTP. The first option being considered is to not enact a ban or rebate program on residential AWS systems in an effort to eliminate them within Solvang city limits. While this likely won't solve the salt issue entirely, Carollo hopes that it will appease the regulators by demonstrating that Solvang is attempting to address the problem.

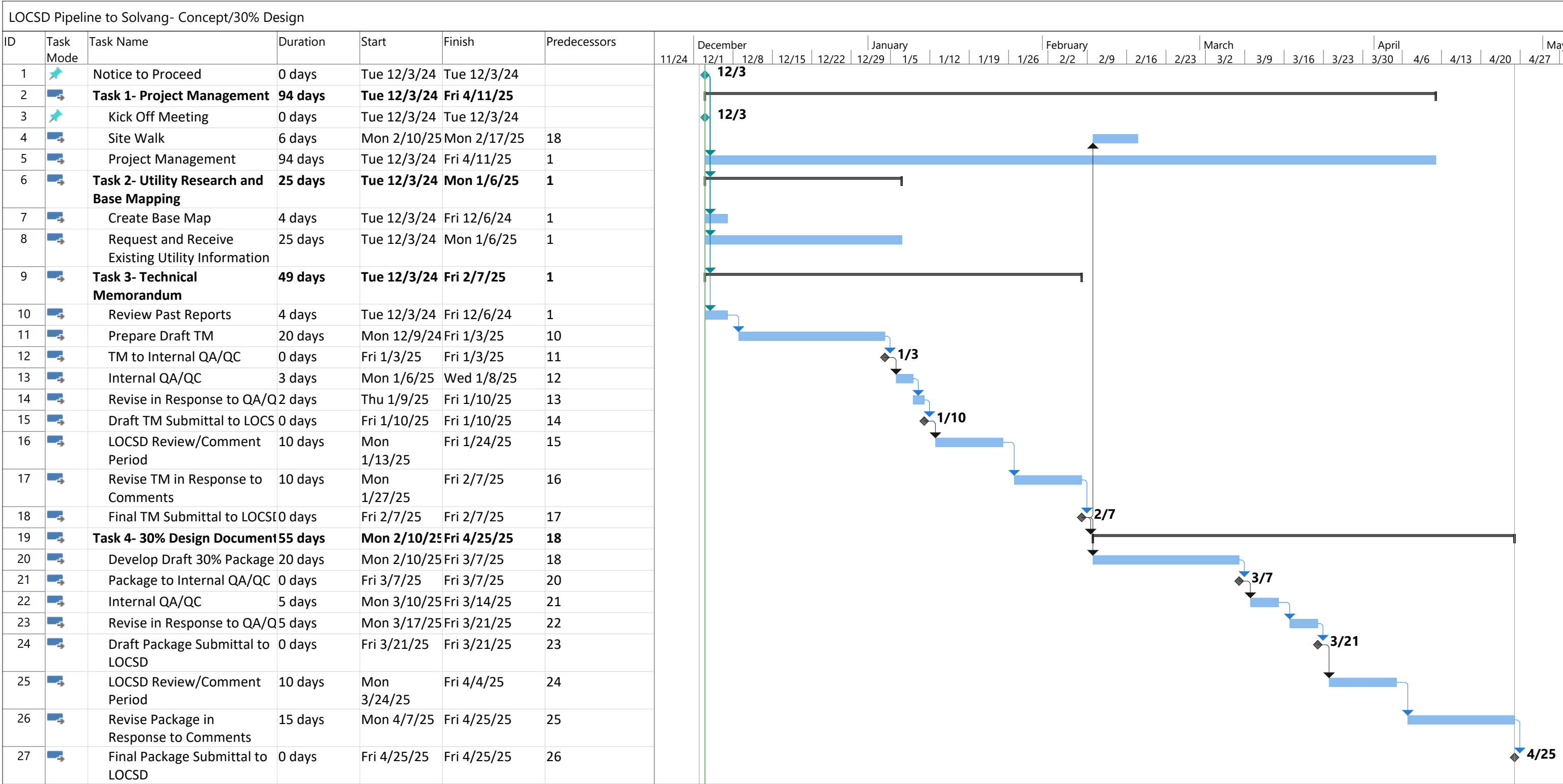
Summary and Recommendations

After analyzing estimated wastewater data and drinking water data from the LOCSD, Carollo has concluded that the Solvang WWTP will be able to receive Phase III LOCSD wastewater flows in the future. The addition of LOCSD wastewater will not affect the ability of the WWTP to meet its effluent permit limits, and the flow rate will not cause the WWTP to exceed its rated capacity. These conditions were checked at maximum-month flow and loading scenario, which is a conservative scenario. Additionally, Carollo does not foresee the background concentrations of TDS, sodium, or chloride in the LOCSD's drinking water as negatively affecting the WWTP's ability to meet permit limits for these constituents.

However, Carollo does not recommend that the LOCSD wastewater flows be connected to the Solvang WWTP until after completion of the Phase 2 Upgrades Project at the plant. This will allow the plant to be able to effectively receive and treat the additional flows from LOCSD and will also allow the LOCSD the time necessary to construct a new sewer collection system and connect it to the Solvang WWTP.

The Phase 2 Upgrades Project is currently underway as it is entering preliminary design. Construction of the project is anticipated to be completed in April 2028, which is the earliest that the Solvang WWTP would be able to receive wastewater flow from LOCSD.

Additionally, Carollo recommends that LOCSD implement an AWS ban or rebate program to eliminate AWS systems within its service area. Carollo believes this is a necessary step to comply with WWTP permit limits and appease the RWQCB, as discussed previously, and it is a step currently being pursued by the City of Solvang in its service area.



| | | | | | | | | | | |
|---------------------------------------------|-----------|--|--------------------|--|-----------------------|--|--------------------|--|-----------------|--|
| Project: LOCS Pipeline Date: Tue 12/3/24 | Task | | Project Summary | | Manual Task | | Start-only | | Deadline | |
| | Split | | Inactive Task | | Duration-only | | Finish-only | | Progress | |
| | Milestone | | Inactive Milestone | | Manual Summary Rollup | | External Tasks | | Manual Progress | |
| | Summary | | Inactive Summary | | Manual Summary | | External Milestone | | | |

| Nitrate Concentrations | | | | |
|------------------------|-----------|------------|-----------|-----------|
| Well | Nov 2022 | March 2024 | May 2024 | Nov 2024 |
| MW-1 | 2.6 | 2.5 | 2.2 | 2.5 |
| MW-2 | 10 | 11 | 9.9 | 12 |
| MW-3 | | 6.3 | 6.1 | 6.2 |
| MW-4 | | 11 | 14 | 13 |
| MW-5 | | 4.5 | 4.7 | 4.9 |

Maximum Contaminate Level (MCL) allowed is 10

| Water Depths (below ground surface) | | | | |
|-------------------------------------|----------|------------|----------|----------|
| Well | Nov 2022 | March 2024 | May 2024 | Nov 2024 |
| MW-1 | | | 26.08 | 26.78 |
| MW-2 | | | 31.89 | 27.13 |
| MW-3 | | | 17.73 | 14.05 |
| MW-4 | | | 20.72 | 17 |
| MW-5 | | | 10.08 | 8.08 |

