

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)

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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

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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

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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