

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT  
PROJECT MANAGEMENT SUBCOMMITTEE MEETING**

**Posted: 12-30-2024**

**January 3, 2025 – 9:00 AM**

**St. Mark's In The Valley**

**2901 Nojoqui Avenue, Los Olivos, California 93441**

**Please observe decorum and instructions from the Subcommittee Chair**

**Subcommittee Members: Vice President Palmer (Chair) and Director Nelson**

This meeting will be held both in-person and electronically via Zoom Meetings. In-person the meeting will be held at the following locations:  
St Mark's in the Valley Episcopal Church, 2901 Nojoqui Ave, Los Olivos CA 93441

The public will also be able to hear and participate electronically via Zoom by using the following links:

Zoom: <https://us06web.zoom.us/j/84350602040?pwd=2VNVNnaY2fzB7MI6OML33oz2sND8RU.1>  
By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 843 5060 2040 Passcode: 909261  
One tap mobile: +16694449171,,84350602040#,,,,\*909261# US

The Los Olivos Community Services District is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in a disability-related alternative format, please call 805.500.4098 or email to [losolivoscscsd@gmail.com](mailto:losolivoscscsd@gmail.com). Any public records, which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at a location to be determined in Los Olivos, California 93441.

## MEETING AGENDA

### 1. CALL TO ORDER

### 2. ROLL CALL

### 3. PUBLIC COMMENTS

Members of the public may address the Board of Directors on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to a maximum of 3 minutes. Due to the requirements of the Ralph M. Brown Act, the Board of Directors cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

### ADMINISTRATIVE ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Board. Matters listed on the Consent Agenda will be read only on the request of a member of the Subcommittee, in which event the matter may be removed from the Consent Agenda and considered as a separate item. The Public may comment on any of the items prior to the vote being taken by the Subcommittee.

### 4. CONSENT AGENDA

#### A. MINUTES APPROVAL

Approval of the minutes from November 8, 2024.

### BUSINESS ITEMS:

All matters listed hereunder will be acted upon separately and public comment will be held for each item. As a Subcommittee of the full Board of Directors, Business Items may include one or more recommendations for further

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discussion or action at a full Board of Directors meeting.

**5. DISCUSSION OF UPCOMING ACTIVITIES AND SCHEDULE**

The Subcommittee will discuss the most recent schedule, with the intent of potentially making recommendations to the full Board of Directors at its Regular meeting.

**6. DISCUSSION RELATED TO SOCIAL MEDIA POSTINGS PLAN**

In September the Subcommittee, and subsequently the full Board of Directors, discussed the Social Media Strategic Plan developed by Valerie Cantella Consulting, LLC (VCC). Part of the planned implementation was to develop a "Posting Plan" that would provide input to the General Manager on what postings to make to social media (Facebook and NextDoor) and the timing of such postings. The Subcommittee will discuss potential postings and their timing.

**INFORMATIONAL ITEMS:**

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

**7. SUBCOMMITTEE MEMBER COMMENTS**

Subcommittee members will give reports on any meetings that they attended on behalf of the Subcommittee and/or choose to comment on various Subcommittee activities. Subcommittee member requests for future agenda items may also be made at this time.

**8. ADJOURNMENT**

# ITEM 4A – MINUTES

**MINUTES**

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



**LOS OLIVOS COMMUNITY SERVICES DISTRICT  
PROJECT MANAGEMENT SUBCOMMITTEE MEETING**

**Posted: 11-4-2024**

**November 8, 2024 – 9:00 AM**

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

**Please observe decorum and instructions from the Subcommittee Chair**

**Subcommittee Members: Vice President Palmer (Chair), Directors Stormo, and General Manager Guy Savage**

This meeting will be held both in-person and electronically via Zoom Meetings. In-person the meeting will be held at the following locations:  
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By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 819 3772 2522 Passcode: 914085  
One tap mobile: +14086380968,,81937722522#,,,,\*914085# US (San Jose)

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## MEETING AGENDA

### 1. CALL TO ORDER

**Director Stormo calls the meeting to order at: 9:00 AM**

### 2. ROLL CALL

**Attending: Director Stormo, General Manager Savage  
Absent: Vice President Palmer**

### 3. PUBLIC COMMENTS

Members of the public may address the Board of Directors on any items of interest within the subject matter and jurisdiction of the Board but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to a maximum of 3 minutes. Due to the requirements of the Ralph M. Brown Act, the Board of Directors cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

**Director Stormo, acting Chair, opened the floor to public comment.**

**No requests to speak.**

### ADMINISTRATIVE ITEMS:

All matters listed hereunder constitute an administrative / consent agenda and will be acted upon by a single vote of the Board. Matters listed on the Consent Agenda will be read only on the request of a member of the Subcommittee, in which event the matter may be removed from the Consent Agenda and considered as a separate item. Public may comment on any of the items prior to the vote being taken by the Subcommittee.

### 4. CONSENT AGENDA

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**A. MINUTES APPROVAL**

Approval of the minutes from September 4, 2024.

**Director Stormo, acting Chair, opened the floor to public comment.**

No requests to speak.

**Motion to approve the minutes from September 4, 2024.**

**Motion by: GM Savage, Second: Director Stormo**

**Voice vote: 2-0**

**BUSINESS ITEMS:**

All matters listed hereunder will be acted upon separately and public comment will be held for each item. As a Subcommittee of the full Board of Directors, Business Items may include one or more recommendations for further discussion or action at a full Board of Directors meeting.

**5. DISCUSSION OF UPCOMING ACTIVITIES AND SCHEDULE**

The Subcommittee will discuss the most recent schedule, with the intent of potentially making recommendations to the full Board of Directors at its Regular meeting.

GM

**Director Stormo, acting Chair, opened the floor to public comment.**

No requests to speak.

**6. DISCUSSION RELATED TO SOCIAL MEDIA POSTINGS PLAN**

In September the Subcommittee, and subsequently the full Board of Directors, discussed the Social Media Strategic Plan developed by Valerie Cantella Consulting, LLC (VCC). Part of the planned implementation was to develop a "Posting Plan" that would provide input to the General Manager on what postings to make to social media (Facebook and NextDoor) and the timing of such postings. The Subcommittee will discuss potential postings and their timing.

GM

Director Stormo suggests connecting to Los Olivos Neighborhood Watch Facebook page. GM Savage asks who is moderating the page. Director Stormo says she thinks things such as meetings and workshops, educational items. Posts that are educational and help explain the various components that we are looking at. GM Savage asks about whether they should push people to the website, with Director Stormo suggests keeping it on social media makes sense. GM Savage asks if there is anything related to the holidays. GM Savage asks if the Business Organization has a Facebook page. He agrees to reach out to them to see if there is a presence there. Director Stormo suggests sliding in more "community" events as opposed to just District stuff. The group agrees that twice a month educational items makes sense. Director Stormo comments hybrid systems. She comments that more visual such as on Instagram would be helpful. An election follow-up on the 2025 Board of Directors.

**Director Stormo, acting Chair, opened the floor to public comment.**

No requests to speak.

**INFORMATIONAL ITEMS:**

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

**7. SUBCOMMITTEE MEMBER COMMENTS**

Subcommittee members will give reports on any meetings that they attended on behalf of the Subcommittee and/or choose to comment on various Subcommittee activities. Subcommittee member requests for future agenda items may also be made at this time.

Director Stormo - none

GM Savage - none

**8. ADJOURNMENT**

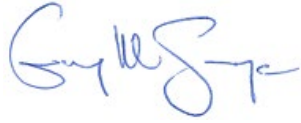
**Motion to adjourn at: 9:20 AM**

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**Motion by: Director Stormo, Second: GM Savage**  
**Voice vote: 2-0**

Respectfully submitted:



Guy W. Savage  
General Manager – Los Olivos Community Services District

Approved:

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Vice President (Chair) Lisa Palmer