

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



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

**Posted: 12-28-2023**

**January 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: Director Palmer (Chair), Director 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:  
St Mark's in the Valley Episcopal Church, 2901 Nojoqui Ave, Los Olivos CA 93441

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

Zoom: <https://us06web.zoom.us/j/81937722522?pwd=SWpSU0RYZFliZTBLNGphZG41TGs4dz09>  
By Phone: +1 669 900 6833 US (San Jose) Meeting ID: 819 3772 2522 Passcode: 914085  
One tap mobile: +14086380968,,81937722522#,,,,\*914085# US (San Jose)

The Los Olivos Community Services District is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in a disability-related alternative format, please call 805.500.4098 or email to [losolivoscscsd@gmail.com](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. 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 December 22, 2023.

### **BUSINESS ITEMS:**

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

### **5. CONSIDERATION OF BYLAWS FOR THE LOS OLIVOS COMMUNITY SERVICES DISTRICT**

**Los Olivos Community Services District, P.O. Box 345, Los Olivos, CA 93441, (805) 500-4098**  
[losolivoscscsd@gmail.com](mailto:losolivoscscsd@gmail.com), [www.losolivoscscsd.com](http://www.losolivoscscsd.com)

As part of the discussion on item 12 at the Regular Meeting for the District Board of Directors on August 24, 2023, the Board of Directors decided that supplementing existing practice, policy, and resolution through the development and adoption of a set of Bylaws for the District would provide additional guidance to the Board, staff, and the public; while also increasing public transparency and District efficiencies. As part of the discussion, the Board directed the GM and Counsel to put together a draft set of Bylaws, review them with the Project Management Subcommittee, and then bring them back to the full Board of Directors for final adoption. The GM and Counsel have drafted the attached set of Bylaws, which are presented for public and subcommittee comment and potential changes prior to being brought back to the full Board of Directors. The Project Management Subcommittee discussed the Bylaws on December 22, 2023 and wanted to bring them back again prior to recommending a set of Bylaws to the entire Board of Directors for adoptions.

**INFORMATIONAL ITEMS:**

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

**6. 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.

**7. ADJOURNMENT**