

**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**