

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: 9-1-2024**

**September 4, 2024 – 10:30 AM**

**Fess Parker's Wine County Inn – Library  
2860 Grand Avenue, 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:  
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=SWpSU0RYZFJjZTBkbnZG41TGs4dz09>  
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

### 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 July 31, 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. CONSIDERATION OF UPCOMING ACTIVITIES AND SCHEDULE**

The full Board of Directors has reviewed a GM generated schedule of key upcoming activities and meetings at its last few meetings. The Subcommittee will review 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 STRATEGIC PLAN**

The GM engaged Valerie Cantella Consulting, LLC (VCC) to help create a Strategic Plan regarding the use and management of social media and social media tools. VCC is in the process of drafting a strategic plan for the District's use. VCC will be on hand to hear subcommittee and public commentary on social media use and is prepared to make changes to the strategic plan document as necessary. The subcommittee may decide to make a recommendation to the full Board of Directors regarding social media.

**7. DISCUSSION REGARDING Q3 2024 COMMUNITY AND LAFCO UPDATE**

The District produces community updates, which are also used to update the Local Area Formation Commission (LAFCO) of Santa Barbara County, on a roughly quarterly basis. The Subcommittee will discuss potential content for the upcoming update. The GM is considering including an overview of the recent Collections Workshop, August LAFCO update presentation, November election of 2 Board of Directors members, and timelines (as appropriate) discussed in item 5 of this agenda.

**INFORMATIONAL ITEMS:**

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

**8. 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.

**9. 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: 7-24-2024**

**July 31, 2024 – 8:30 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), Director Stormo, and General Manager Guy Savage**

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## MEETING AGENDA

### 1. CALL TO ORDER

**Vice President (Chair) Palmer calls the meeting to order at: 9:01 AM**

### 2. ROLL CALL

**Present: Director Stormo, Vice President Palmer, General Manager Savage**

**Absent: None**

### 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.

**Chair Palmer opens the floor to public comment.**

**Michelle de Werd, Kathryn Rohrer, Paul Rohrer, and Sam Marmorstein speak.**

### ADMINISTRATIVE ITEMS:

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### 4. CONSENT AGENDA

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**A. MINUTES APPROVAL**

Approval of the minutes from February 26, 2024 and May 23, 2024.

**Chair Palmer opens the floor to public comment.**

No requests to speak.

**Motion to approve the minutes from February 26, 2024 and May 23, 2024.**

**Motion by: Director Stormo, Second: Vice President Palmer**

**Voice vote: 3-0**

**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 AND PLANNING FOR AUGUST 21, 2024 WORKSHOP**

GM Savage opens the discussion by highlighting what is planned for the workshop. He passes out DRAFT agendas for the subcommittee to review and comment on. He also walks through a “thought” starter” presentation of things that are potentially going to be displayed in the room during the workshop or covered by the guest expert presenters.

Board members discuss the content and approach to the workshop.

**Vice President Palmer opens the floor to public comment.**

Kathryn Rohrer and Paul Rohrer speak.

Subcommittee agrees another meeting may be in order to help set the agenda.

**6. CONSIDERATION OF UPCOMING ACTIVITIES AND SCHEDULE**

The full Board of Directors has reviewed a GM generated schedule of key upcoming activities and meetings at its last few meetings. The Subcommittee will review the most recent schedule, with the intent of potentially making recommendations to the full Board of Directors at its Regular meeting.

GM Savage briefly walks through the most recently developed schedule of events. Due to time constraints, no notable conversation is held regarding the schedule.

**Vice President Palmer opens the floor to public comment.**

No requests to speak.

**Motion to table items 7 and 8 due to time constraints.**

**Motion by: Director Stormo, Second: Chair Palmer**

**Role call vote 3-0**

**7. CONSIDERATION OF A CONTRACT FOR SOCIAL MEDIA SUPPORT**

As mentioned at the last full Board of Directors meeting, the GM is researching potential support for social media, particularly if it will result in a cost savings to the District. After reaching out to a number of firms, the attached proposal was received and will be discussed by the Project Management subcommittee. The subcommittee may decide to make a recommendation to the full Board of Directors regarding the proposal or make other recommendations.

Item is table for a future meeting.

**INFORMATIONAL ITEMS:**

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

**8. 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.

Item is table for a future meeting.

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**9. ADJOURNMENT**

**Motion to adjourn at: 9:59 AM**

**Motion by Director Stormo, Second: Vice President Palmer**

**Voice Vote: 3-0**

Respectfully submitted:



Guy W. Savage

General Manager – Los Olivos Community Services District

Approved:

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Vice President Lisa Palmer