

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *MSL*
INTERIM GENERAL MANAGER



DATE: MAY 19, 2011

SUPPLEMENTAL WATER PROJECT OUTREACH PROGRAM UPDATE

ITEM

Supplemental Water Project Outreach Program Update [REVIEW OUTREACH PROGRAM STATUS].

BACKGROUND

At the April 27, 2011 Regular Meeting, your Board unanimously approved a motion to: Fund a contract extension with the District's Outreach consultant team (Truenorth, Tramutola, Terrain) in the amount of \$74,879 for an extended outreach effort anticipated to be completed by the end of September. This effort should include the following:

- A direct mailer.
- A verbal information package to be presented at various stakeholder groups, and the community in general.
- A published information package to be presented at various stakeholder groups, and the community in general.
- A follow-up telephone survey to measure the effectiveness of the information transfer effort.

The District appointed an Ad-Hoc committee (Chairperson Director Eby, Member Director Winn) to work with staff and the Consultant team to develop a message platform and materials and to return to your Board for review and approval.

The Ad-Hoc committee has met with the Outreach Consultant on numerous occasions and is working to develop materials outlined above.

FISCAL IMPACT

The Outreach Contract not to exceed value is \$150,879. Nearly \$40,000 has been invoiced and paid. The District has spent in excess of \$3.1 million evaluating the need for, designing, and planning a supplemental water project. These costs are paid for by supplemental water charges and Certificates of Participation.

RECOMMENDATION

Staff recommends that your Board receive information from staff and Committee members.

ATTACHMENTS

None

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *MSL*
INTERIM GENERAL MANAGER
DATE: MAY 19, 2011

**AGENDA ITEM
E-3
MAY 25, 2011**

**SAN LUIS OBISPO COUNTY DRAFT PLANNED DEVELOPMENT
ORDINANCE**

ITEM

Consider County Draft Planned Development Ordinance [CONSIDER INFORMATION AND BY MOTION AUTHORIZE STAFF TO PROVIDE COUNTY WITH COMMENTS, IF ANY]

BACKGROUND

At the May 11, 2011 Regular Meeting, your Board directed staff to place on the next meeting agenda an item to consider San Luis Obispo County's draft Planned Development Ordinance.

FISCAL IMPACT

Minor amount of budgeted staff time was used to prepare this material.

RECOMMENDATION

Staff recommends that your Board consider the information and authorize staff to provide County with comments, if any.

ATTACHMENTS

March 2011 Referral Draft, SLO County Planned Ordinance



DEPARTMENT OF PLANNING AND BUILDING

To Interested Parties:

Please see the attached draft **Planned Development Ordinance (PDO)** package for your review and comment.

On April 28, 2009, the Board of Supervisors adopted Strategic Growth principles, policies and strategies as part of the General Plan. These changes guide planning in the inland areas of the county to sustain resources, avoid sprawl and environmental impacts, and provide more housing and transportation choices. As part of the implementation plan, several strategies for neighborhoods and projects were included as follows:

Neighborhoods:

- Revise ordinances to encourage neighborhoods with small-scale commercial areas, parks, recreation, family and cultural facilities within convenient walking distances.
- Refine community plans and ordinances to integrate higher density development within existing neighborhoods (infill development that fits the surrounding neighborhood).

Projects:

- Revise plans and ordinances to encourage mixed-use development with affordable housing.
- Revise plans and ordinances to encourage more livable, compact building and subdivision designs that fit within existing neighborhoods.
- Modify ordinances to encourage a diversity of housing within subdivisions and neighborhoods.
- Reduce uncertainty in development review by preparing an illustrated “form-based” design code.

The attached draft Planned Development Ordinance package is intended to help implement the vision of the Strategic Growth principles by encouraging more livable, compact building and subdivision designs that fit within existing neighborhoods. The PDO includes standards for Residential, Commercial, Industrial, and Mixed-Use Planned Developments. The package includes the addition of the following sections to Title 22 of the Land Use Ordinance:

- Section 22.22.145 – Planned Developments
- Section 22.30.435 – Compact Single Family

In addition, the package includes revisions to the following section of Title 22 of the Land Use Ordinance:

- Section 22.22.140 – Cluster Divisions
- Section 22.80 – Definitions

Highlights for your review:

- The proposed ordinance applies only to the Inland portions of the County (Title 22).
- The ordinance is intended to provide as flexibility in the application of setbacks, height, and other development standards, while still maintaining a high level of design.
- Planned Developments are primarily an optional development tool. The only exceptions are that cluster divisions within the RSF, RMF, and REC will be processed as Planned Developments, and detached single-family projects proposed within the RMF land use category must comply with the Compact Single-Family standards.
- Project applicants would have the option to obtain bonus residential “density” in the form of additional sellable parcels in the RSF based on the number of secondary dwellings allowed. If an applicant wishes to obtain this bonus density, the project must comply with the Compact Single-Family standards.
- Bonus units in the RSF obtained through a cluster division, TDC program, or inclusionary housing must also comply with the Compact Single-Family standards.

Please provide comments to Brian Pedrotti by April 11, 2011.

Referral Draft – March 2011 Planned Development Ordinance - Proposed Amendments

22.22.145 – Planned Development

Planned Developments are intended to provide for flexibility in the application of development standards to proposed common interest development. The purpose is to allow consideration of innovation in site planning and project design, and more effective design responses to site features, land uses on adjoining properties, and environmental impacts, than the development standards of the underlying land use category would produce through the conventional development process. The County expects each planned development project to be of significantly higher design quality, including more effective and attractive pedestrian orientation, environmental sensitivity, energy efficiency, and the more efficient use of resources, than would be achieved through conventional design practices and standards.

- A. Where Allowed.** A Planned Development may be proposed on property within the Residential Multi-Family, Residential Single-Family, Recreation, Commercial Retail, Commercial Service, Office & Professional, and Industrial land use categories.
- B. Mandatory Project Features.** A Planned Development shall incorporate a minimum of two of the following four features:
1. The project will preserve, enhance, and/or create a significant natural feature(s) with a minimum area of one-half acre; or
 2. The project will provide a common open space or common amenity, for example, a significant plaza, park, common recreation facility, or a similar improved open space feature, including provisions for guaranteed long-term maintenance not at the expense of the County; or
 3. The project will provide integrated pedestrian and bicycle paths and facilities throughout common areas, linked to individual development units, and logically connected to the surrounding system outside the boundaries of the Planned Development; or
 4. The project will provide two or more Low Impact Development (LID) design features, such as roof cisterns with rain barrels and/or underground cisterns and/or rain gardens, bioretention facilities, roof gardens, green roofs and permeable pavements.
- C. Residential and Mixed-Use Planned Developments.**
1. Residential Planned Developments and any portion of Mixed-Use Planned Developments with a residential component within the Residential Multi-Family, Residential Single-Family, Recreation, Commercial Retail, and Office & Professional land use categories shall meet the following site criteria:
 - a. **Minimum Lot Size.** As set forth in Section 22.22.140.D.
 - b. **Parking Design and Location.** All parking is subject to the following standards.

- (1) Shall be screened from public streets and adjacent residential uses by landscaping or architectural screening.
 - (2) Shall be located in clusters of not more than 6 adjoining spaces.
 - (3) All parking structures shall have a pitched roof design with a minimum slope of 4:12.
- c. Front Setbacks.** For new residential neighborhoods, front setbacks may be modified as follows:
- (1) 15 feet minimum for residential structures and 10 feet minimum for covered porch for development of new residential neighborhood. All individual garages shall be setback 25 feet.
 - (2) Where project is within an existing residential neighborhood, front setback shall be consistent with front setbacks on adjacent properties.
- d. Common Recreation Area.** Common recreation area available for use by the entire development shall be provided as follows:
- (1) 200 square feet minimum per unit.
 - (2) Setbacks and private open space shall not be counted as common recreation area.
 - (3) Shall abut at least 50% of all units, and those units must be oriented to have their main entry from common recreation area.
 - (4) All units shall be a minimum 150 feet walking distance of common recreation area.
 - (5) No common recreation area is required if the project is:
 - A) A total of four (4) residential units or less, and
 - B) Located within ¼ mile (1,320 feet) walking distance of a public park or facility with public open space (i.e., public school); and
 - C) Accessible to the public park or public open space by a dedicated pedestrian path such as a public sidewalk.
- e. Common Recreation Area Landscaping.** A maximum of 35% of the common recreation area may be irrigated turf.
- f. Private Open Space.**
- (1) 225 square feet minimum per unit in one contiguous and useable piece with a minimum dimension of 10 feet on all sides.
 - (2) Shall be adjacent to each unit and be for the exclusive use of the residents of that unit.
 - (3) Shall be oriented to the common recreation area as much as is feasible.
 - (4) May include patios, decks, and balconies, but shall not include front porches required by Section 22.30.435 (Compact Single-Family).
- g. Community Buildings/Facilities.** Where a community building is available for use by the development, the following standards shall apply:
- (1) Shall be clearly incidental in use and size to the units.
 - (2) Shall be commonly owned by the residents of the units.
 - (3) Shall be architecturally consistent with project residential units.
- h. Fencing.** Fencing for both the common recreation area and the private open space shall be designed as follows:

- (1) Fencing within the common recreation area and in front yard private open space shall be a maximum height of three feet.
- (2) Fencing around side and rear yard private open space areas shall have a maximum height of six feet.
- (3) All fencing shall be wood, wrought-iron, or similar wood-appearing material.
- (4) All fencing shall be open or partial-open type.

2. **RSF Planned Development – Bonus Density.** For Residential Planned Developments in the RSF land use category, all bonus units allowed pursuant to Section 22.22.140 (Cluster Division), Section 22.24 (Transfer of Development Credits), and Section 22.12.080 (Inclusionary Housing), shall also meet the standards pursuant to Section 22.30.435 (Compact Single-Family).
3. **Detached Single-Family Housing.** Residential Planned Developments in the Residential Multi-Family, Recreation, Commercial Retail, and Office & Professional land use categories that propose a single-family detached residential style of development shall also be consistent with the standards of Section 22.30.430 (Compact Single-Family).

D. Commercial, Office, and Industrial Planned Developments. Commercial, Office, and Industrial Planned Developments and the commercial/office/industrial component of Mixed-Use Planned Developments within the Commercial Retail, Commercial Service, Office & Professional, and Industrial land use categories shall meet the following standards:

1. **Site Planning.** Site planning shall include buildings situated around plazas or courtyards that are designed to attract pedestrian movement, with vehicle circulation, storage and utilities located elsewhere on the perimeter.
 - a. Building entries shall be oriented to each other and so that pedestrian circulation is attractive and convenient. Landscaped sidewalks shall be used that are separated from vehicle circulation and loading.
 - b. Work bays shall be oriented away from fronting streets, or screened by landscaping.
 - c. Parking lots shall be limited in size by separating them into sub-areas divided by landscaping or structures.
 - d. Building orientation shall take advantage of active and passive solar opportunities.
 - e. Site planning shall avoid vehicle parking at the front of the lot between the buildings and the street.
 - f. The use of fences and walls shall be minimized except where required for screening outdoor storage and noise. When proposed, fences/walls shall be solid, attractive, two-sided, and designed for low maintenance, with materials and colors that are complementary to the building. No chain link fences with or without slats are allowed.
2. **Common Open Space.** Common open space shall be integrated into the overall design. Such spaces shall have a direct functional or visual relationship to the main building(s)

and not be of isolated or leftover character. The following shall not be considered usable common open space:

- a. Areas reserved for the exclusive use or benefit of an individual tenant or owner;
- b. Dedicated streets, alleys and other public rights -of-way;
- c. Vehicular drives, parking, loading and storage area; and
- d. Irregular or unusable narrow strips of land less than fifteen (15) feet in width.

3. **Functional and Mechanical Features.** Exposed storage areas, trash and garbage containers, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be accounted for in the design of the commercial, office, or industrial planned development and made as unobtrusive as possible.

4. **Driveways, Parking and Circulation.** Principal vehicular access shall be from dedicated public streets, and access points shall be designed to encourage smooth traffic flow with controlled turning movements and minimum hazards to vehicular or pedestrian traffic. With respect to vehicular and pedestrian circulation, including walkways, interior driveways and parking, special attention shall be given to the location and number of access points to the public streets, the width of interior driveways and access points, the general interior circulation, the separation of pedestrian and vehicular traffic, the adequate provision for service by emergency vehicles, and the arrangement of parking areas that are safe and convenient, and, insofar as feasible, do not detract from the design of proposed buildings and structures and the neighboring properties.

E. **Required Findings for Approval.** The Review Authority may approve a Planned Development only after first making all of the following findings in addition to the findings required by Section 22.62.060.C.4:

1. The project complies with all applicable provisions of these ordinance regulations other than those modified by this Section;
2. The approved modifications to the development standards are necessary and appropriate to accommodate the superior design of the proposed project, its compatibility with adjacent land uses, and its successful mitigation of environmental impacts;
3. The project complies with all applicable County or Community design guidelines;
4. All public facilities, services, and utilities are adequate to serve the proposed project;
5. The location, size, site planning, building design features, and operating characteristics of the project are highly suited to the characteristics of the site and surrounding neighborhood, and will be compatible with the character of the site, and the land uses and development intended for the surrounding neighborhood by the General Plan;

6. The site is adequate for the project in terms of size, configuration, topography, and other applicable features, and has appropriate access to public streets with adequate capacity to accommodate the quantity and type of traffic expected to be generated by the use.
- F. Ownership and Maintenance.** The common area of all Planned Developments shall be owned either by a Homeowner's Association or in common by the owners of the separate interests who have rights to the beneficial use and enjoyment of the common area.
- G. Phasing.** If the construction of the Planned Development is to occur in phases, the common recreation area and common facilities shall be developed and made available in proportion to the number of dwelling units or nonresidential floor area occupied during any given stage. At no time during construction of the project shall the density of developed land exceed the overall density of the established land use category.
- H. Expiration.** Timeframes and time extensions for approved Planned Developments with concurrent tentative subdivision maps are prescribed by those timeframes associated with the approved tentative map. Timeframes and time extensions for approved Planned Developments with no concurrent tentative subdivision maps are prescribed by those timeframes associated with the approved Conditional Use Permit.
- I. Requests for Modifications to Standards.** The Director may approve an Adjustment pursuant to Section 22.70.030 to the standards set forth in this section, provided the following criteria are met:
1. The site is constrained due to unusual slope, topography, easements, or sensitive areas.
 2. The modification is consistent with the objectives of this Chapter
 3. The modification meets the Required Findings for Approval in Subsection 22.22.145E.

**Referral Draft – March 2011
Planned Development Ordinance - Proposed Amendments**

22.30.435 – Residential – Compact Single-Family

In addition to complying with the Planned Development standards in Sections 22.22.145.C, Compact Single-Family projects in the Residential Single-Family and Residential Multi-Family land use categories shall comply with the following standards:

- A. **Minimum site area.** 20,000 square feet.
- B. **Unit size limits.** Dwellings shall be limited to 1,500 square feet of living area, except bonus units shall be limited to 800 square feet of living area.
- C. **Parking.** Parking shall be provided as follows. One parking space per unit shall be in a single garage structure containing no more than five spaces. Each space shall have a separate entrance and shall be separated by walls from other spaces.

Units 800 square feet in size or less	1 space
Units 801 to 1,000 square feet in size	1.5 spaces
Units over 1,000 square feet in size	2 spaces

- D. **Height.** The height of all structures shall be no greater than 28 feet. Roof slope shall be a minimum of 6:12 for all parts of the roof over 18 feet in height.
- E. **Second story.** Second story floor area cannot exceed 75 percent of first floor.
- F. **Distance between structures.** Six feet minimum is required between all structures.
- G. **Common Recreation Area.** In addition to the requirements for common recreation area for Planned Developments in Section 22.22.145.C.1.d, common recreation area shall be provided as follows:
 - 1. 300 square foot minimum per unit
 - 2. All units shall be a minimum 150 feet walking distance of common recreation area.
- H. **Attached covered porches.** A front porch of 80 square feet minimum per unit is required. The porch shall have a minimum dimension of eight feet on all sides.
- I. **Exceptions to unit size limitations**
 - 1. The required porch is not included in the unit size limitations. A rear or side porch may be allowed no larger than 100 square feet and are not counted in the unit size limitation.

2. Spaces with a ceiling height of six feet or less measured to the exterior walls, such as in a second floor area under the slope of the roof shall not be included in the unit size limitation.

J. Storage. A storage area of a minimum of 100 square feet shall be provided for each unit. The storage may not be attached to the dwellings but may be attached to the garage structure(s).

Referral Draft – March 2011
Planned Development Ordinance - Proposed Amendments

22.22.140 - Cluster Division

At the option of the land division applicant, the minimum parcel sizes established by this Chapter for the Rural Lands, Recreation, Residential Rural, Residential Suburban, ~~and~~ Residential Single-Family ~~and Residential Multi-Family~~ categories may be decreased as provided by this Section.

- A. **Permit requirement.** Conditional Use Permit approval in compliance with Section 22.62.060 through a public hearing held as set forth in Section 22.70.060, to occur at the same time as approval of a tentative map. Conditional Use Permit approval shall include conditions specifying a phasing schedule for the recordation of a final tract or parcel map, where applicable, the installation of required improvements and a date for termination of the entitlement in the event the use is not established within the specified schedule.
- B. **Determining the number of parcels that can be clustered.** The number of buildable lots allowed in a cluster division shall be determined through the use of the parcel size tests in Sections 22.22.050 et seq. applicable to the land use categories in which the site is located. ~~In the Residential Single-Family land use category. In the Residential Multi-Family land use category, the density shall be equal to the density allowed by Section 22.10.130.B. provided that.~~ Where a minimum parcel size for new land divisions ~~or a density for multi-family development~~ is set by planning area standard, the number of lots to be clustered shall be determined by dividing the total site area by the minimum parcel size ~~or density~~ specified in the planning area standard. The actual size of the clustered lots shall then be determined by Subsection D.
- C. **Density increase bonus.** The number of residential lots created by cluster division in the Residential Single-Family and Suburban categories within urban and village reserve lines may be increased from that resulting from application of the minimum parcel size standards of this Chapter by determining the allowed number of lots on the basis of gross density rather than net density, as follows:
1. ~~1.~~ **Residential single-family.**
 - ~~2.a.~~ One unit per 6,000 square feet of gross site area.
 - ~~b.~~ Where applications are consistent with Section 22.30.435 (Compact Single-Family) (see Sec. 22.30.430), the number of residential lots may be increased based on the total number of primary and secondary dwellings that would otherwise be allowed.
 2. **Residential suburban.** One unit per acre of gross site area.

The density bonus provided by this Section may be decreased by the Review Authority on the basis of specific site characteristics through the Conditional Use Permit approval, where it is determined that the site or vicinity cannot support the number of units resulting from the bonus without significant adverse effects.

- D. **Lot size and open area requirements.** The minimum size of lots created through cluster division shall be as specified in the following table:

Land Use Category	Area of Buildable Lots (1)		
	Minimum (2)	Maximum (4)	Open Space Parcel Minimum Area (3)
Rural Lands	1 Acre	10 Acres	90%
Recreation	6,000 Sq. Ft.	None	As set forth in Section 22.22.145.C(4)(c)
Residential Rural	20,000 Sq. Ft.	4 Acres	60%
Residential Suburban	10,000 Sq. Ft.	2.5 Acres	50%
Residential Single-Family	2,000 (1,750) Sq. Ft.(5)	6,000 Sq. Ft.	40% As set forth in Section 22.22.143.C
Residential Multi-Family	None	2,000 Sq. Ft.	As set forth in Section 22.10.139.D.2

Notes:

- (1) Net area.
- (2) A minimum lot size less than 2-1/2 acres may be granted only when community water is provided. A minimum lot size less than one acre may be granted only when the leaching capacity of site soils for septic tank use is from 0 to 5 minutes per inch, or where community sewer is provided.
- (3) The minimum area is expressed as a percentage of the gross site area.
- (4) Larger parcel sizes may be approved by the Review Authority where requested by the applicant and justified based on specific site characteristics, provided that the minimum open space area requirement is met.
- ~~(5) Lot sizes smaller than 2,000 square feet may be allowed only where the project is consistent with Section 22.30.130 (Compact Single-Family)~~

E. ~~E.~~ Design standards. Planned Developments. A cluster division proposed within the Residential Single-Family, Residential Multi-Family, and Recreation land use categories shall be processed as and shall meet the requirements of Section 22.22.145 (Planned Development).

E.F. Design standards.

1. **Open space parcel required.** A cluster division shall include at least one open space parcel. For land use categories other than Residential Single-Family and Multi-Family, such parcel may be used for one of the allowable residential units, provided that the building site does not exceed 6,000 square feet and is defined on the recorded map. Otherwise, the open space parcel shall not be developed with structural uses ~~other than~~ except as follows: in RL, REC, RR, and RS -- agriculture accessory buildings. In RSF and RMF: community buildings, community residential accessory structures, parking structures, parking spaces and driveways. The open space parcel in all land use categories may be used for any of the following: Crop production or range land; historic, archaeological, or wildlife preserves, water storage or recharge; leach field or spray disposal area; scenic areas; protection from hazardous areas; public outdoor recreation; or other similar open space use.
2. **Guarantee of open space.** The required open space parcel shall be maintained as open space as long as the clustered lots exist, or such other period designated through Conditional Use Permit approval. Such period shall be guaranteed by open space

easement, or dedication of fee or partial fee title to a public or quasi-public agency. In the RSE, RMF, and REC land use categories, the open space parcel shall be held in common by the homeowners.

3. **Site design.**

- a. Site disturbance shall be minimized by clustering, road location along contours, and building site selection.
- b. Access to off-site roads shall be controlled, with parcels having access from interior roads wherever feasible.
- c. Development shall be designed to be consistent with the character of the immediate surrounding areas as designated in the Land Use Element.

4. **Attached dwelling units.** A cluster division in the Residential Single-Family category may incorporate attached dwelling units with not more than two units per structure where approved by the Review Authority.

Referral Draft – March 2011
Planned Development Ordinance - Proposed Amendments

Definitions:

Planned Development. A specific type of development intended to provide flexibility in the application of development standards to projects, with an expectation for the project to be of significantly higher design quality, including more effective and attractive pedestrian orientation, environmental sensitivity, energy efficiency, and the more efficient use of resources, than would be achieved through conventional design practices and standards. Includes detached single-family residences on lots smaller than the minimum normally required in the Residential Single-Family, Residential Multi-Family, and Recreation land use categories. A Planned Development is distinguished by having either or both of the following features:

1. A common area owned either by an association or in common by the owners of the separate parcels who have rights to the use and enjoyment of the common area.
2. A power exists to enforce an obligation of the owners of the separate parcels with respect to the use and enjoyment of the common area by means of an assessment which may become a lien upon the interests.

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *ML*
INTERIM GENERAL MANAGER
DATE: MAY 19, 2011



LAFCO REQUEST FOR NOMINATIONS

ITEM

Consider Local Agency Formation Commission's Request to Fill Special District Alternate Seat Vacancy. [DISCUSS AND NOMINATE CANDIDATE].

BACKGROUND

The LAFCO seat for Alternate Special District's is vacant and the Commission is seeking nominations.

FISCAL IMPACT

None.

RECOMMENDATION

Provide a nomination and direct staff to file paper work.

ATTACHMENTS

- May 4, 2011 LAFCO Letter



LAFCO - San Luis Obispo - Local Agency Formation Commission
SLO LAFCO - Serving the Area of San Luis Obispo County

COMMISSIONERS

RICHARD ROBERTS
Chair, Public Member

BRUCE GIBSON
Vice Chair,
County Member

MURIL CLIFT
Special District Member

ED EBY
Special District Member

JAMES R. PATTERSON
County Member

DUANE PICANCO
City Member

KRIS VARDAS
City Member

ALTERNATES

ROBERTA FONZI
City Member

FRANK R. MECHAM
County Member

TOM MURRAY
Public Member

VACANT
Special District Member

STAFF


DAVID CHURCH
Executive Officer

RAYMOND A. BIERING
Legal Counsel

MIKE PRATER
Analyst

DONNA J. BLOYD
Commission Clerk

TO: EACH INDEPENDENT SPECIAL DISTRICT

FROM: DAVID CHURCH, LAFCO EXECUTIVE OFFICER 

DATE: May 4, 2011

RE: REQUEST FOR NOMINATIONS FOR LAFCO
ALTERNATE - SPECIAL DISTRICT MEMBER

The term of the Alternate Special District Alternate Member seat currently vacant expired in December 2010. The new term for the Alternate Member would run to December 2014.

Background. The appointment could not be completed by the Independent Special District Selection Committee due to the difficulty in gathering a quorum. In the event that a meeting of the Selection Committee is not feasible, the Government Code allows the LAFCO Executive Officer to conduct the business of the committee in writing or via e-mail. If only one candidate is nominated, that candidate shall be deemed selected, with no further proceeding.

Instructions. Please schedule this request for nominations on an agenda for a meeting of your Board of Directors as soon as possible. Nominations are required to be submitted by **June 10, 2011**; late nominations will not be considered. A nomination must be approved by the District's governing body. If your District's Board of Directors decides to nominate someone, please submit the nomination form to this office by **5:00 p.m. on June 10, 2011**. The completed nomination form may be submitted to the LAFCO office via mail, Fax-788-2072, or e-mail-DChurch@slolafco.com. If more than one nomination is received, the Executive Officer shall prepare and send by electronic mail to each independent special district a ballot with voting instructions.

A nomination form and current Commission Membership sheet are attached to assist you. Also, the LAFCO website (www.slolafco.com) has additional information about LAFCO. Please call me at 781-5795 if you have any questions. Thanks for your help.

cc: Members, Formation Commission

RECEIVED

MAY 04 2011

NIPOMO COMMUNITY
SERVICES DISTRICT

1042 Pacific Street, Suite A • San Luis Obispo, California 93401

Tel: 805.781.5795 Fax: 805.788.2072 www.slolafco.com

Copy of document found at www.NoNewWipTax.com

**NOMINATION FOR LAFCO
ALTERNATE SPECIAL DISTRICT MEMBER**

The _____
(Insert Name of Special District)

Hereby nominates _____ to serve as the
(Insert Name of Nominee)

Alternate Special District Member on the San Luis Obispo Local Agency Formation
Commission (LAFCO).

Board of Director's action in the nomination was taken on:

(Insert Date of Board Action)

(General Manager or Chairman/President)

(Email address)

**SAN LUIS OBISPO
LOCAL AGENCY FORMATION COMMISSION**

The Commission is comprised of seven (7) Regular Members (two county, two city, two special district, and one public member) and four (4) Alternate Members (one county, one city, one special district, and one public member) serving four-year terms. Current members and their term expiration dates are as follows:

Chairman

Richard Roberts

Public Member, December 2012

Vice Chairman

Bruce Gibson

County Board Member, District 2 Supervisor
December 2013

Muril Clift

Special District Member, Cambria Community Services District
December 2012

Ed Eby

Special District Member, Nipomo Community Services District
December 2014

James R. Patterson

County Board Member, District 5 Supervisor
December 2011

Duane Picanco

City Member, City of Paso Robles
December 2011

Kris Vardas

City Member, City of Pismo Beach
December 2013

Alternates

Roberta Fonzi

City Member, City of Atascadero, December 2014

Tom Murray

Public Member, December 2012

Frank Mecham

County Board Member, District 1 Supervisor, December 2011

Vacant

Special District Member, December 2013

TO: BOARD OF DIRECTORS
FROM: MICHAEL LEBRUN *MSL*
INTERIM GENERAL MANAGER
DATE: MAY 19, 2011

AGENDA ITEM
E-5
MAY 25, 2011

SDRMA ELECTION

ITEM

Vote for election of up to three candidates to fill vacant seats on Special District Risk Management Authority (SDRMA) Board of Directors [ADOPT RESOLUTION].

BACKGROUND

SDRMA is governed by a seven member Board of Directors. Every two years, SDRMA conducts elections to fill the seats of those elected four years previously. This year, there are three such seats and there are seven candidates including two incumbents. Attached are Statements of Qualifications for each of the seven candidates. Also attached is a draft resolution, which lists the seven candidates.

Your Honorable Board can vote for up to three candidates by filling in and then adopting a completed resolution.

FISCAL IMPACT - NONE

RECOMMENDATION

Staff recommends that the Board first agree on the names of up to three candidates to vote for and then adopt the attached resolution as amended to check those selected candidates.

ATTACHMENTS

- Statements of Qualifications
- Draft Resolution

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA

Nominee/Candidate: Sandy Raffelson
District/Agency: Herlong Public Utility District
Work Address: 448-805 Pole Line Rd, P O Box 515, Herlong CA 96113
Work Phone: (530) 827-3150 Home Phone: (530) 254-0234

Why do you want to serve on the SDRMA Board of Directors?

I think it would be a great experience to serve on the Board and I could give Northern California and Small District's a voice on the Board. I feel I would be an asset to the Board with my degree in business and my 25 years experience in accounting and auditing. I have audited small districts and know what they need and what they can afford.

I understand the challenges that small District face every day when it comes to managing liability insurance and worker's compensation for a few employees with limited revenues and staff. My education and experience gives me an appreciation of the importance of risk management services and programs, especially for smaller district's that lack expertise among staff because of not dealing with claims on a day to day basis to be proficient in it.

I feel I could be an asset to this Board and would love a chance to try.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I am currently the District Clerk for the Herlong PUD Board of Directors for the last 3 years, before that serving as the Secretary to the Board of Herlong Utilities, Inc. I worked directly with the formation of our District which included working for 2 separate Board's of Directors and the transfer of assets from a public benefit corporation to a special district. As part of the team that worked to form the District I was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the District's initial Board of Directors as well as the transfer of multiple permits and closure procedures from multiple agencies for the seamless transition of our District operations. I closed out the Corporation books and established the books for the District transitioning to fund accounting. I have also administered the financial portion of a large capital improvement project as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I also am the primary administrator of a federal contract for utility services with the Federal Bureau of Prison.

In the last 15 years I have served on several Boards in Logan and Lassen County. I have served 4 years on a Preschool Board that during that time the school purchase property and moved the Preschool to a better location, hired a new Director and 2 new teachers.

I have served as PTA President for 2 years for a private K-8th grade school. After resigning from PTA President, I accepted a Board member position for 4 years during which time we hired 1 principal and 2 teachers, purchased computer lab equipment enough for all student, upgraded water system in building and purchased insulated windows to keep children warm and heating cost down.

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

I was nominated for Treasurer for Lassen County 4H Council, at which time I was also on several committees including Fair, Scholarship, Grant and Fundraising. I served as Treasurer for 3 years, paying all bills, reimbursing funds, making all deposits and did all bookkeeping for the Board. I also transformed the books from the 60's to the current age by setting the Council books up on a Bookkeeping Software and designing Financial Statements everyone could understand.

I am currently Lassen County Horse Show Manager for a 2 day horse show with over 100 classes. Also this is my 9th year putting together the Lassen County 4H/FFA Horse Show for the Community. This includes all fundraising/donations to run the shows, purchasing all awards, getting staff to help with shows, and managing the show on the event date.

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelors Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for 4 years and have 25 years of accounting experiences. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committees. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage Incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minuium and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program through CSDA and co-sponsored by SDRMA and California Special District Alliance. I have completed several of the SDRMA's Target Safety courses and CSDA courses. I am currently working on my completion of the CSDA Special District Leadership Academy and will complete these courses on April 28th, 2011.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Through past experience I hope to make a great Board member representing the small districts of Northern California and their growing pains and make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

I appreciate the way the Board and staff has worked hard to make SDRMA programs affordable for small district and I would like to help continue in this direction. I would also like to grow the education program to help keep claims down and if claims are down than each district would benefit by less cost.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature: _____

Jandy Raffelson

Date: _____

3/30/11

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Emery Ross
District/Agency Mariposa County Resource Conservation District
Work Address 5009 Fairgrounds Road, P. O. Box 746, Mariposa, CA 95338
Work Phone 209-966-3431 Home Phone 209-852-2606

Why do you want to serve on the SDRMA Board of Directors?

- To gain more knowledge about the SDRMA and what factors affect the decisions it renders.
- To assist in maintaining SDRMA as a top-notch organization, from a Board member perspective.

What Board or committee experience do you have that would help you to be an effective Board member? (SDRMA or any other organization)

- Appointed to the Board of Directors of the Mariposa County Resource Conservation District in June 2010; served as an Associate Director for 1-1/2 years.
- Currently President of the Board of Directors of the Lake Don Pedro Community Services District; have served on the LDPCSD Board since 2008.

What special skills, talents or experience (including volunteer experience) do you have?

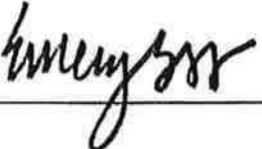
- 15 years experience working for a public agency with 250 employees where there was much exposure to risk management from all sides. During my years as a manager, worked with County District Attorney, judges and County Counsel.
- Work experience with family law firm.
- Independent columnist for local newspaper for past 7 years; ag editor.
- Cattle rancher in Mariposa County for past 18 years.

What is your overall vision for SDRMA?

See SDRMA broaden its existing resource capability in the area of training for elected officials and special district staff in order to reduce future exposure.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date MAY-2-2011

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Mike Scheafer

District/Agency Costa Mesa Sanitary District

Work Address 1551-B Baker St, Costa Mesa, CA 92626

Work Phone 714-435-0300

Home Phone 714-549-4961

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I believe I have the qualifications and experience that enable me to assess the needs of Special Districts in risk management areas. I enjoy being able to help manage the risks of my customers, and would look forward to bringing that attitude and ability to Special Districts. I feel a commitment to serving a broad base of constituents and being able to provide a service if I can. Personally I enjoy examining the issues faced by Districts and then being able to provide help with solutions.

I believe serving on the SDRMA Board of Directors presents challenges and opportunities that will help me grow as a Director of my Special District.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

Former and current Special District Director, former City Councilmember City of Costa Mesa. Active in Lions Clubs International as a Past District Governor and member of several local, state and international committees. Service on several non profit boards of directors: Boys and Girls Clubs, Little League Baseball, AYSO, Costa Mesa Senior Center, others. Have served as President of all boards that I have been a member of.

Former member of Western Insurance Information Service, having served as a public speaker for that organization. I hold a community college teaching credential in Insurance Education.

Former instructor for AD Banker, Insurance Education. Taught California pre licensing classes as well as California Department of Insurance Continuing Education classes.

Participant and speaker for the insurance industry in both Sacramento and Washington DC. Served as political liaison for State Farm Insurance.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

In almost every board that I have associated with I have been asked to take a leadership role, either on the board or as a speaker for that organization. I possess a skill in public speaking and interaction with people. I enjoy public speaking, especially for organizations and causes where I feel I can provide a service. I have years of volunteer experience in insurance, sports, youth activities, public service and other areas.

What is your overall vision for SDRMA? (Response Required)

I would look forward to continuing the excellent work that SDRMA currently does. I would like to be a part of expanding and marketing the work of SDRMA. As a Director I appreciate the need to manage the risk that we all face. My vision would be to continue that work, but look for ways to make sure that all Special Districts are aware of the service provided by SDRMA.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature _____



Date _____

4/11/11

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate **Edmund K. Sprague**
District/Agency **Olivenhain Municipal Water District**
Work Address **1966 Olivenhain Road, Encinitas, CA 92024**
Work Phone **(760) 753-6466** Home Phone **(760) 484-4404**

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have made a career-long commitment to safety and risk management, as a firefighter since 1986, emergency planner since 1993, and president of Olivenhain Municipal Water District's Board of Directors for the last three years, to which I was recently named to another term as president. My experience developing oversight standards and risk management assessment programs across several public agencies, combined with 14 years of leadership experience, is invaluable to a greater understanding of the field of risk management and my ability to properly navigate challenges faced by those in the industry.

Thankfully, I have been able to share my extensive knowledge and give back to the community in my capacity serving the customers of OMWD. A founding member of SDRMA, OMWD's commitment to safety far exceeds simply meeting minimum requirements, and this commitment has been renewed annually by the Board of Directors as part of our "Safety Has No Quitting Time" program. We have taken advantage of the Target Safety program since its inception, and have found it a cost-effective and valuable tool in providing employees with the training that they need to continually operate as safely as possible. Board members and management also routinely attend SDRMA trainings and events. Our commitment has yielded an unmatched lost-time injury rate and an exceptional experience modification factor—among the best in the state—proving that SDRMA has acted wisely in rewarding agencies such as ours with discounted premiums. OMWD has invested its trust in SDRMA, and SDRMA has most prudently returned the favor.

SDRMA's commitment to safety and risk management is just as extraordinary as at OMWD, and my successful track record of managing risk across agencies and disciplines provides me with a unique opportunity to positively contribute to the guidance of an organization as committed to risk management as I am.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

The lion's share of my board-level experience is as president of OMWD's Board of Directors. During my tenure, OMWD has responded to the economic crisis of the last several years by dedicating ourselves like never before to the efficient expenditure of public funds. The board enacted policies such as the "Holding the Line" program, a unique cost-containing initiative that recently earned CSDA's Innovative Program of the Year award. The Special District Leadership Foundation recognized OMWD as a District of Distinction based on our sound fiscal and administrative policies, also recognized by the Government Finance Officers Association of the US and Canada for Excellence in Financial Reporting. Further, I serve as an elected councilmember of the La Costa Heights School Site Council, which oversees budgets and planning for supplemental educational programs. I am proud of my successes in leading such fiscally prudent public organizations, and I look forward to sharing these same principles at SDRMA.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

Teamwork is critical when working together as a board, and I have proven as a member of Carlsbad Fire Department and OMWD's Board of Directors that my exemplary ability to work as part of a larger team is a valuable resource in pursuit of common goals. Compromise in the boardroom, however, is only effective when balanced with the ability to communicate one's informed position. This never-ceasing desire for maintaining my willingness to learn on behalf of my constituents is evidenced through my pursuit of a masters degree in Public Administration, as well as Special District Administrator certification through the Special District Leadership Academy. Just as important is sharing this knowledge with others; I ably convey lessons as a Battalion Chief with Carlsbad Fire, as a fire service instructor at Palomar College, as an Assistant Scoutmaster with Boy Scout Troop 2000, and as a volunteer with the Carlsbad Boys & Girls Club and Elfin Forest Recreational Reserve.

What is your overall vision for SDRMA? (Response Required)

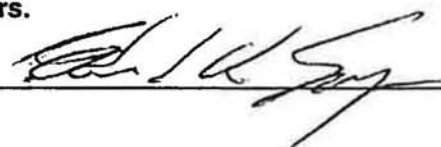
SDRMA is widely respected in the special district community for its commitment to risk management, insurance, safety, and service to its members. Even during my relatively brief tenure on OMWD's Board of Directors, I have witnessed SDRMA constantly striving to improve the services that it offers, and I hope to assist SDRMA in continuing and enhancing the level of service that it provides.

This is not to say that SDRMA shouldn't continue to explore opportunities to improve; streamlining of the CIP program by which to offer more competitive base-level premiums is one area that may be examined. Another area is ensuring that the package of services SDRMA provides is competitive with that of other providers; SDRMA may consider a program through which instructors visit job sites for specific trainings when a Target Safety module may not be sufficient.

However, the groundwork for effective administration of SDRMA has clearly already been set by the board, and I hope to continue the strong tradition of exemplary service to its members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/20/11

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

After serving in the US Army, I enjoyed a lengthy career in law enforcement retiring in 2004 as a Police Lieutenant. I learned early in my career, that to be an effective individual and leader, it was important to actively listen to people; to seek understanding of all sides of an issue; and make decisions based on common sense and "rightness".

My experience as an elected official has broadened my knowledge and reinforced my belief that decisions must be made based on what is right, and not on what is a personal preference.

What is your overall vision for SDRMA? (Response Required)

I see SDRMA as continuing its' journey as a successful, effective and efficient service provider through innovation, right thinking and conservative business strategies. I can visualize the organization exploring other avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Ed Gray Date April 21, 2011

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Bethzabe Yanez

District/Agency East Palo Alto Sanitary District

Work Address 901 Weeks Street, East Palo Alto, CA 94303

Work Phone 650-325-9021

Home Phone

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I want to serve on the SDRMA Board because risk management is one of the most important challenges facing our agency today. I've been involved in public service in various capacities in my community for the past ten (10) years and I've come to understand the importance of transparency, accountability, and fiscal responsibility. Managing risk is crucial to the success or failure of any Public Agency.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I'm currently serving as Board President on the East Palo Alto Sanitary District Board of Directors. In my position, I'm responsible for agenda preparation and the conduct of Regular Board meeting. I also serve on the District Finance Committee responsible for approving all district warrants and advising District Management on issues coming before the board. In these positions I have learned the art of negotiations and compromise to get projects developed and implemented that serve the best interest of our community. If selected, I bring my skills and commitment to the SDRMA Board.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**

I offer the following skill set, that I feel will benefit the SDRMA Board if selected: Past President of the East Palo Alto YMCA, City of East Palo Alto Traffic & Transportation Commission, Board Member of the Mouton Mental Health Center, Owner Operator of Gaston & Betsy Catering Service. Also, I'm bilingual and have used my skills as an interpreter for various city agencies.

What is your overall vision for SDRMA? (Response Required)

I see the future of SDRMA as a primary source of education to member agencies leading the way in developing strategies that we can use to meet the risk management challenges of the future. While I believe the services currently being offered both crucial and important, I feel the ability to identify future agency needs and the education of member agencies is priority number one.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4.26.11

Special District Risk Management Authority

Board of Directors

Candidate's Statement of Qualifications

Nominee/Candidate: Terry Burkhart
District/Agency: Bighorn-Desert View Water Agency
Work Address: 622 Jemez Trail, Yucca Valley, CA 92284

Why do you want to serve on the SDRMA Board of Directors?

I believe my thirty four years experience in the insurance industry, primarily in agency commercial departments, can be of value to SDRMA. I enjoy working with my current Board of Directors and expect SDRMA to be interesting, challenging, and educational.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

Currently I am President, Bighorn-Desert View Water Agency Board of Directors, in the second year of a two year term. Other Boards include Johnson Valley Improvement Association, nine years as board member or officer; Business and Professional Women (BPW), North Orange County BPW, board member and all offices; BPW Regional board – secretary.

Instructor for Insurance Educational Association for twelve years.

Completed Special District Leadership Academy

Completed Special District Institute three part course.

Committees: BDVWA – Planning, Legislative, Engineering, Grants & Security – chair

Various ad hoc committees: Reche Basin Recharge Project

Financial/Budget

Commissioner, Mojave Pipeline Commission

Representative to Mojave Water Agency Technical Advisory

Committee

What special skills, talents or experience (including volunteer experience) do you have?
34 years in insurance industry, much as agency Commercial Department Manager. Did policy analysis for risk management consultant for large international company. Experience noted above.

What is your overall vision for SDRMA?

The name speaks for itself: "Risk Management" must be the essential goal. Providing education to clients on avoidance of loss, mitigation of loss, as a means of achieving safety goals. Prompt response to client loss situations, working with the client to control/minimize loss, and where applicable prevent future loss is vital. Satisfied clients are apt to pay more attention to loss prevention information provided them.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Terry Burkhat Date 4-29-2011

RESOLUTION NO. _____

**A RESOLUTION OF THE GOVERNING BODY OF THE
Nipomo Community Services District
FOR THE ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT
RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS**

WHEREAS, Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 et seq., for the purpose of providing risk management and risk financing for California special districts and other local government agencies; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from the members who have executed the current operative agreement and are participating in a joint protection program; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement Article 7 - Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors; and

WHEREAS, SDRMA's Board of Directors approved Policy No. 2011-02 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

WHEREAS, Policy No. 2011-02 specifies that member agencies desiring to participate in the balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Nipomo Community Services District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(continued)



OFFICIAL 2011 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 5:00 p.m., Friday, September 16, 2011. Faxes or electronic transmissions are NOT acceptable.

- SANDY RAFFELSON
District Clerk, Herlong Public Utility District
EMERY ROSS
Director, Mariposa County Resource Conservation District
MIKE SCHEAFER
Director/Secretary, Costa Mesa Sanitary District
EDMUND K. SPRAGUE (INCUMBENT)
Board President, Olivenhain Municipal Water District
ED GRAY (INCUMBENT)
Director, Chino Valley Independent Fire District
BETHZABE YANEZ
Board President, East Palo Alto Sanitary District
TERRY BURKHART
Board President, Bighorn-Desert View Water Agency

ADOPTED this ___ day of ___, 2011 by the Nipomo Community Services District by the following roll call votes listed by name:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

ATTEST: _____ APPROVED: _____