

SQUIRE CANYON COMMUNITY SERVICES DISTRICT

1 Squire Road, San Luis Obispo, California 93401

(805) 227-6392

www.squirecanyonsd.com

AGENDA FOR REGULAR BOARD OF DIRECTORS MEETING

Tuesday, July 5, 2016, 7:30 PM

Avila Beach Community Center, 191 San Miguel Street, Avila Beach, California

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE:

- | | | |
|----------------------|---|-----------------------------------|
| 2. ROLL CALL: | Board Members
Tim Tillman, President
Ralph Gorton, Director
Lara Lehmer, Director
Steve Fiant, Director
Chris Johnson, Director | Staff
Brad Hagemann, GM |
|----------------------|---|-----------------------------------|

3. PUBLIC COMMENT:

Any member of the public may address the Board relating to any matter within the Board of Director's jurisdiction, provided that the matter is NOT on the Board's Agenda. Presentations are limited to three (3) minutes or otherwise at the discretion of the Board President. Please note that pursuant to the Brown Act, the Board of Directors can only take action on those items specifically listed on the Agenda.

4. CONSENT ITEMS:

These items are approved with one motion. Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Approval of Minutes for April 5, 2016 meeting
- B. Review and Approval of Warrant Register
- C. Financial Report

- 5. MANAGER'S REPORT:** SDRMA reported that there would be no rate increase for FY 2016/17. I completed and submitted the on-line renewal questionnaire for FY 2016/17. Completing the questionnaire on-line and prior to March 15 qualifies the District to receive a \$150 discount on the FY 16/17 renewal invoice. In addition, the District will receive a \$104 longevity credit for insuring with SDRMA for the last 18 years.

6. BUSINESS ITEMS:

- A. **Resolution No. 07-05-2016/1:** Adopting fiscal year 2016/2017 assessment rates and authorizing the special tax for street improvements within the district. Board action required.
- B. **Resolution No. 07-05-2016/2:** Requesting consolidation of SCCSD biennial election with the November 8, 2016 Consolidated General Election. Board action required.
- C. **Fiscal Year 2016/2017 Budget:** Consider adoption of the FY 2016/17 District Budget. Board action required.
- D. **CSDA Election:** Discussion and possible board action to cast vote for CSDA board member for seat "B" representing the Central Coast. Possible board action.
- E. **Application of Weed Pre-emergent:** Discuss applying weed pre-emergent around the loop this fall. Possible board action.

- 7. DIRECTOR/MANAGER COMMENTS:** This is the time for introduction of any items that the Directors may wish to consider for the next meeting or to ask questions of staff.

8. ADJOURNMENT

The next regular meeting will be held on Tuesday, October 4, 2016 at 7:30 pm at the Avila Beach Community Center, 191 San Miguel Street, Avila Beach, California.

Squire Canyon Community Services District
Board of Directors
1 Squire Canyon
San Luis Obispo, CA 93401
(805) 227-6392
www.squirecanyoncsd.com

April 5, 2016 Regular Meeting Minutes

Please Note: The Board meets quarterly. It is the policy of the District to post draft minutes to our web site prior to the next Board Meeting to provide information regarding issues and decisions made. ****If you would like to have your copy of the agenda sent electronically (via email), please contact the District General Manager, Brad Hagemann at hagemann.associates@gmail.com and request to be added to the electronic distribution list. All residents should be aware that agendas, minutes and all other documents are now readily available on the web site.**

You are strongly encouraged to attend Board meetings in order to observe and participate first hand. These Minutes are in draft form therefore subject to Board approval at their next meeting: Tuesday, April 5, 2016 at 7:30 pm at the Avila Beach Community Center, 191 San Miguel in Avila Beach.

1. Call to Order: President Tillman called the meeting to order at 7:30 PM.

2. Roll Call: **Board Members present:** Tom Murphy, Steve Fiant, Lara Lehmer, Christopher Johnson and Tim Tillman.
Staff present: Brad Hagemann, General Manager.

3. Public Comments: Approximately six members of the public were in attendance. Several members of the public expressed their appreciation for the road and drainage improvements recently completed by Hayward Construction. One member of the public asked if the Board members knew if Cal Fire would have their chipping unit available again this year. Director Fiant responded that he did not think Cal Fire had funding this year for the project, but recommended residents contact Cal Fire to be sure.

4. Consent Items: For the Financials, GM Hagemann reported that the District had \$7,853 in the checking account and \$106,358 in the savings account. Board member Fiant moved to approve the consent agenda, Board member Johnson seconded and motion carried unanimously.

5. Manager's Report: GM Hagemann reported that the District's insurance carrier for the last 18 years, Special Districts Risk Management Authority (SDRMA), reported that there would be no rate increase in FY 2016/17. Hagemann had completed the renewal application on-line and in doing so saved the District \$150. In addition, the District had earned a \$104 longevity credit. Hagemann anticipated the cost of insurance for FY 18/17 to be approximately \$1,200. Hagemann also reported that he is compiling an updated Interested Parties email list for District Communications and Business. Board members and public members were asked to direct any interested parties to Hagemann.associates@gmail.com to be added to the list.

6. Business Items:

- A. **Road Safety Improvements:** President Tillman initiated a discussion about making some road safety improvements on upper Squire Canyon Road, on Fernando Chillion's property. President Tillman has spoken with Mr. Chillion about the concept of widening about 40 linear foot of property adjacent to the existing narrow roadway in order to make it safer to drive the road. Mr. Chillion would not be transferring his property, but rather would simply allow the CSD to provide improvements to his property that abuts the existing road. The Board discussed project options and concerns and accepted public comment. On a motion by Director Johnson that was seconded by President Tillman, the Board accepted President Tillman's offer to obtain a proposal and cost estimate to perform the work. President Tillman will bring the proposal back to the Board for approval at a later Board meeting.

- B. **Clearing and Disposal of Debris:** In reference to Director Lehmer's March 10, 2016, email to the Board and Director's Fiant comments on the same date, the Board discussed recent and potential incidents of debris (rocks, trees, etc.) spilling on to the road and then having that material cleared off the road on to the downstream owners property. Mr. Brown, a property owner in the District, presented a few photographs of incidents where in debris had fallen onto the road and then was potentially pushed on to the downhill side of the road. Mr. Brown has water tanks on his property that could potentially be damaged by debris being pushed off the road. Mr. Brown requested the Board consider developing a policy and/or notice process that requested property owners not to discharge material off the road without making contact with owners potentially impacted by the discharge. After some discussion, the Board directed the GM to prepare a draft a notice for Board consideration at the next meeting.
- C. **Removal of Speed Bumps on Squire Canyon:** President Tillman requested this item be put on the agenda to get input from the Board and property owners on the issue. Several Board members stated that they supported keeping the speed bumps and one Board member stated he had received input from a neighbor that they supported keeping the speed bumps in place. Several public members also supported keeping the speed bumps in place. After some discussion, the Board decided to take no action at this time regarding removing the speed bumps.
- D. **Follow up on Surveying Bids From Previous Board Meetings:** Mr. Robert Reese from Reese Water & Land, a Surveying firm in Los Osos, was in attendance at the meeting and provided a proposal dated April 5, 2016, that included several options and scenarios. Mr. Reese stated that he had done some work in the Squire Canyon area and was familiar with the District. Mr. Reese provided input as to options and scope the Board might consider if/when they decide to retain a surveyor. After Board discussion and public input the Board thanked Mr. Reese for attending the meeting and providing some valuable information and his Proposal. The Board tabled the item for discussion at a future Board meeting.
- E. **Erosion Control/Road Maintenance Project:** The Board members briefly discussed the project with all agreeing that the contractor had done a good job. The project is now essentially complete and President Tillman will remind the contractor to submit an invoice on all work is complete.

7. Director Comments: Director Murphy advised the Board that he would be stepping down from the Board at the end of the meeting. He introduced Mr. Ralph Gorton, a former District Board member, and stated Mr. Gorton was interested in taking over Director Murphy's remaining term. Director's Murphy's term is set to expire in December 2016. By acclamation, the Board appointed Mr. Gorton to the remainder of Director Murphy's term.

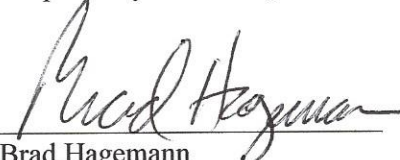
Adjourn

There being no further business, the meeting was adjourned at 9:00 PM. The next regular meeting of the Squire Canyon Community Services District will be held on Tuesday, July 5, 2016, at 7:30 PM at the Avila Beach Community Center, 191 San Miguel, Avila Beach, CA.

APPROVED AS TO FORM:

Tim Tillman
President, Board of Directors
Squire Canyon Community Services District

Respectfully submitted,



Brad Hagemann

General Manager/Secretary

7:19 PM

06/27/16

Squire Canyon Community Services District

Check Detail

April 1 through July 5, 2016

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	754	04/04/2016	Hagemann and A...		1004 · Checking-...		-1,500.00
					5030.04 · Manage...	-1,500.00	1,500.00
TOTAL						-1,500.00	1,500.00
Check	755	04/04/2016	Don Duke		1004 · Checking-...		-50.00
					5035 · Web Site E...	-50.00	50.00
TOTAL						-50.00	50.00
Check	756	05/03/2016	Hayward Constru...		1004 · Checking-...		-12,000.00
					5500 · Road Repai...	-6,000.00	6,000.00
					5500 · Road Repai...	-6,000.00	6,000.00
TOTAL						-12,000.00	12,000.00
Check	757	07/05/2016	SDRMA		1004 · Checking-...		-1,121.60
					5005 · Insurance	-1,121.60	1,121.60
TOTAL						-1,121.60	1,121.60
Check	758	07/05/2016	Hagemann and A...		1004 · Checking-...		-1,500.00
					5030.04 · Manage...	-1,500.00	1,500.00
TOTAL						-1,500.00	1,500.00

7:11 PM
06/27/16
Accrual Basis

Squire Canyon Community Services District
Balance Sheet
As of June 27, 2016

	Jun 27, 16
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1004 · Checking-Heritage Oaks	2,302.88
1005 · Savings-Heritage Oaks	106,805.55
Total 1000 · Cash Summary	109,108.43
Total Checking/Savings	109,108.43
Other Current Assets	
1300 · Prepaid Expenses	62.91
Total Other Current Assets	62.91
Total Current Assets	109,171.34
TOTAL ASSETS	109,171.34
LIABILITIES & EQUITY	
Equity	
3000 · Opening Balance Equity	38,749.85
3200 · Retained Earnings	62,163.19
Net Income	8,258.30
Total Equity	109,171.34
TOTAL LIABILITIES & EQUITY	109,171.34

7:15 PM

06/27/16

Accrual Basis

Squire Canyon Community Services District
Profit & Loss
April 1 through June 28, 2016

	Apr 1 - Jun 28, 16
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4001 · Assessments Collected	7,773.92
4005 · Interest Income	36.30
Total 4000 · Income Summary	<u>7,810.22</u>
Total Income	<u>7,810.22</u>
Expense	
5000 · Administrative Overhead	
5030 · Professional Fees	
5030.04 · Management	1,500.00
Total 5030 · Professional Fees	<u>1,500.00</u>
5035 · Web Site Expense	50.00
Total 5000 · Administrative Overhead	<u>1,550.00</u>
5500 · Road Repair & Maintenance	12,000.00
Total Expense	<u>13,550.00</u>
Net Ordinary Income	<u>-5,739.78</u>
Net Income	<u><u>-5,739.78</u></u>

7:16 PM

06/27/16

Squire Canyon Community Services District

Deposit Detail

April 1 through June 28, 2016

Type	Num	Date	Name	Account	Amount
Deposit		04/15/2016		1005 · Savings-Her...	5,710.86
			SLO County Tax Co...	4001 · Assessment...	-2,113.02
				4001 · Assessment...	-2,284.34
				4001 · Assessment...	-1,313.50
TOTAL					-5,710.86
Deposit		04/22/2016		1005 · Savings-Her...	1,808.39
			SLO County Tax Co...	4001 · Assessment...	-669.10
				4001 · Assessment...	-723.36
				4001 · Assessment...	-415.93
TOTAL					-1,808.39
Deposit		04/30/2016		1005 · Savings-Her...	18.13
				4005 · Interest Inco...	-18.13
TOTAL					-18.13
Deposit		05/10/2016		1005 · Savings-Her...	254.67
			SLO County Tax Co...	4001 · Assessment...	-94.23
				4001 · Assessment...	-101.87
				4001 · Assessment...	-58.57
TOTAL					-254.67
Deposit		05/31/2016		1005 · Savings-Her...	18.17
				4005 · Interest Inco...	-18.17
TOTAL					-18.17

RESOLUTION No. 07-05-2016/1

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SQUIRE CANYON COMMUNITY SERVICES DISTRICT
TO CONFIRM THE 2016-2017 FISCAL YEAR SPECIAL TAX FOR STREET
IMPROVEMENTS WITHIN THE DISTRICT AND DIRECTING STAFF TO
FORWARD THE SPECIAL TAXES TO THE COUNTY AUDITOR FOR
COLLECTION**

WHEREAS, the Squire Canyon Community Services District ("District") became effective February 27, 1981 by election and Resolution of the Board of Supervisors of the County of San Luis Obispo, and under the authority of the Cortese-Knox-Hertzberg Local Reorganization Act of 2000 (Government Code § 56000 et seq.); and

WHEREAS, by said Resolution and the resulting election, the Squire Canyon Community Services District, pursuant to Government Code §61100(l) is authorized to exercise the following services:

Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works. A district shall not acquire, construct, improve or maintain any work owned by another public agency unless that public agency gives its written consent; and

WHEREAS, the residents within Squire Canyon Community Services District voted to establish a special assessment as part of the above referenced election to finance the services more particularly described in the above Recitals for each parcel upon formation of the District and shortly thereafter created three zones of benefit each with its own assessment, a policy which continues to the present. Under present state statutes, annual increases cannot exceed 2% unless approved by a majority of registered resident voters.

**NOW THEREFORE, BE IT RESOLVED, DECLARED, DETERMINED
AND ORDERED BY THE BOARD OF DIRECTORS OF THE SQUIRE CANYON
COMMUNITY SERVICES DISTRICT AS FOLLOWS:**

1. That the Recitals set forth hereinabove are true, correct and valid.
2. That the Squire Canyon Community Services District Board of Directors hereby confirms and imposes a special tax at the rate of Zone 1: \$631.76 per parcel, Zone 2: \$315.86 per parcel, and Zone 3: \$94.74 per parcel for Fiscal Year 2015/2016 as identified in Exhibit "A" attached hereto and incorporated herein by this reference.

3. That said special tax shall be collected at the same time and in the same manner as other taxes levied and collected by the County of San Luis Obispo pursuant to Government Code §61115(b)

4. The District to reimburse the County of San Luis Obispo its standard collection costs.

PASSED AND ADOPTED by the Board of Directors of the Squire Canyon Community Services District this 5th day of July, 2016 by the following roll call vote:

AYES: _____

NOES: _____

ABSENT: _____

APPROVED:

ATTEST:

Tim Tillman, President
Board of Directors

Brad Hagemann, General Manager/Secretary

Proposed Assessment Rates for FY 2016-2017

Proposed Assessment Rates for FY 2016-2017				Proposed Assessment Rates for FY 2016-2017			
Zone 1 APN	Owner	Assessment Rate	General & Admin	Zone 2 APN	Owner	Assessment Rate	General & Admin
076-271-041	Brink	\$ 644.40	\$ 96.63	076-271-046	Lea	\$ 322.18	\$ 96.63
076-271-042	Heryford	\$ 644.40	\$ 96.63	076-272-010	Cziraki	\$ 322.18	\$ 96.63
076-272-022	Girolo-Hoffman	\$ 644.40	\$ 96.63	076-272-014	Bowles	\$ 322.18	\$ 96.63
076-272-030	Weiss	\$ 644.40	\$ 96.63	076-272-024	Allen	\$ 322.18	\$ 96.63
076-272-034	Lauri	\$ 644.40	\$ 96.63	076-272-025	Hughes	\$ 322.18	\$ 96.63
076-272-035	Swanson	\$ 644.40	\$ 96.63	076-272-038	Nielsen	\$ 322.18	\$ 96.63
076-272-041	Sundquist	\$ 644.40	\$ 96.63	076-272-039	Riggs	\$ 322.18	\$ 96.63
076-272-042	Carter	\$ 644.40	\$ 96.63	076-272-040	Cziraki	\$ 322.18	\$ 96.63
076-272-055	Johnson	\$ 644.40	\$ 96.63	076-272-046	Hedgepeth	\$ 322.18	\$ 96.63
076-272-056	Bronte	\$ 644.40	\$ 96.63	076-272-047	Markoff	\$ 322.18	\$ 96.63
076-272-070	Lehmer	\$ 644.40	\$ 96.63	076-272-054	Elmore	\$ 322.18	\$ 96.63
076-272-073	Brunken	\$ 644.40	\$ 96.63	076-272-066	Boone	\$ 322.18	\$ 96.63
076-272-074	Saleh	\$ 644.40	\$ 96.63	076-272-067	Heintz	\$ 322.18	\$ 96.63
076-272-077	Button-Cantu	\$ 644.40	\$ 96.63	076-272-072	Altermatt	\$ 322.18	\$ 96.63
076-272-078	Gorton	\$ 644.40	\$ 96.63	076-272-079	Tillman	\$ 322.18	\$ 96.63
076-273-004	Mattson	\$ 644.40	\$ 96.63	076-272-080	Yount	\$ 322.18	\$ 96.63
076-273-009	Harrigan	\$ 644.40	\$ 96.63	076-272-081	Bollay	\$ 322.18	\$ 96.63
076-273-013	Gerard	\$ 644.40	\$ 96.63	076-272-082	Bollay	\$ 322.18	\$ 96.63
076-273-029	Beath/Leutz	\$ 644.40	\$ 96.63	076-273-001	Murphy	\$ 322.18	\$ 96.63
				076-273-002	Perkins	\$ 322.18	\$ 96.63
19	Total	\$ 12,243.51	\$ 1,836.06	076-273-007	Packard	\$ 322.18	\$ 96.63
				076-273-011	Spaulding	\$ 322.18	\$ 96.63
				076-273-012	Hawthorne	\$ 322.18	\$ 96.63
				076-273-014	Dannecker	\$ 322.18	\$ 96.63
				076-273-017	Kokkonen	\$ 322.18	\$ 96.63
				076-273-018	Martin	\$ 322.18	\$ 96.63
				076-273-019	Dixon	\$ 322.18	\$ 96.63
				076-273-021	Small	\$ 322.18	\$ 96.63
				076-273-022	Mattina	\$ 322.18	\$ 96.63
				076-273-024	Brown	\$ 322.18	\$ 96.63
				076-273-025	Moyer	\$ 322.18	\$ 96.63
				076-273-026	McDonald	\$ 322.18	\$ 96.63
				076-273-027	Nunno	\$ 322.18	\$ 96.63
				076-274-002	Renard	\$ 322.18	\$ 96.63
				076-274-003	Emmons	\$ 322.18	\$ 96.63
				076-274-004	Rippner	\$ 322.18	\$ 96.63
				076-274-005	Doherty	\$ 322.18	\$ 96.63
				076-274-007	Lock	\$ 322.18	\$ 96.63
				076-274-008	Schug Nordin	\$ 322.18	\$ 96.63
				076-274-009	Lane	\$ 322.18	\$ 96.63
				076-274-010	Sances	\$ 322.18	\$ 96.63
19	Total	\$ 1,836.06		41	Total	\$ 13,209.27	\$ 3,962.03

Totals for Each Zone	
Zone 1	\$ 14,079.57
Zone 2	\$ 17,171.29
Zone 3	\$ 1,836.06
Total	\$ 33,086.92

19	Total	\$ 1,836.06
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SQUIRE CANYON COMMUNITY SERVICES DISTRICT

Resolution No. 07-05-2016/2

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SQUIRE CANYON COMMUNITY SERVICES DISTRICT REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE NOVEMBER 8, 2016 CONSOLIDATED GENERAL ELECTION

WHEREAS, an election shall be conducted on November 8, 2016 for this District pursuant to the Uniform District Election Law commencing with Elections Code Section 10500; and

WHEREAS, pursuant to Elections Code Section 10555, said election may be consolidated with any other elections pursuant to Part 3,(commencing with Section 10400); and

WHEREAS, the Board of Directors requests the San Luis Obispo County Board of Supervisors consolidate this District's General District Election with any other election which may be held on the same day;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors, as follows: The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of this District to be held on November 8, 2016, with all other elections held on the same date. This request is made pursuant to Section 10555 and 10400, et seq of the California Elections Code. The Board of Directors agrees to reimburse, upon presentation of a bill, the County of San Luis Obispo in full for the services performed relating to this election.

ON MOTION of Director _____, seconded by
Director _____, and on the following roll call vote to wit:

AYES:

NOES:

ABSENT:

The foregoing resolution is hereby adopted this 5th day of July, 2016.

Tim Tillman, PRESIDENT

Attest:

Brad Hagemann
SECRETARY TO BOARD

SQUIRE CANYON COMMUNITY SERVICES DISTRICT
FISCAL YEAR 2016-2017 BUDGET

<u>REVENUE</u>	Indian Knob Zone 1	Squire Canyon Zone 2	Administrative Zone 3	Total
Total Revenue	12,243.00	13,209.00	7,634.00	33,086.00
<u>BUDGETED EXPENDITURES</u>				
General Manager	1,700.00	1,800.00	2,500.00	6,000.00
Attorney			1,000.00	1,000.00
Lafoo			115.00	115.00
CSDA Dues			150.00	150.00
Auditor-Reserve			1,750.00	1,750.00
Election Fees			0.00	0.00
Postage			0.00	0.00
Webmaster & Web Site			300.00	300.00
Insurance			1,200.00	1,270.00
Office Supplies			200.00	200.00
Weed & Brush Control	960.00	1,040.00		2,000.00
Signage	144.00	156.00		300.00
Erosion Control & Road Repair:	2,400.00	2,600.00		5,000.00
Other Road Repairs	1,440.00	1,560.00		3,000.00
Tree Trimming & Removal	960.00	1,040.00		2,000.00
Total Expenditures	7,604.00	8,196.00	7,215.00	23,085.00
<u>ALLOCATION TO RESERVES FOR MAJOR REPAIRS</u>				10,001.00

NOTES:

Budgeted costs reflect actual costs or average over five years as appropriate.

Office of the County Clerk-Recorder

COUNTY OF SAN LUIS OBISPO ♦ 1055 MONTEREY ST. RM. D120 ♦ SAN LUIS OBISPO, CA 93408 ♦ (805) 781-5080/5088



TOMMY GONG
COUNTY CLERK RECORDER

ELAINA CANO
ASSISTANT COUNTY CLERK RECORDER

May 11, 2016

Squire Canyon Community Services District
1 Squire Canyon Rd
San Luis Obispo CA 93401
Attn: District Secretary

Dear District Secretary:

Pursuant to California Elections Code (EC) Section (§) 1303(b), your district's biennial election will be held on Tuesday, November 8, 2016. In connection with this election the items listed below must be acted upon by the district board of directors and submitted to our office by the deadlines set in accordance with the enclosed Calendar of Events.

1. Notice to County Elections Official EC§10509 - Elective Offices to be Filled; Payment for Publication of Candidate Statement (enclosed)
2. A map of your district's boundaries, pursuant to EC§ 10522 (even if they haven't changed)
3. A resolution by the board of directors requesting consolidation with the November 8, 2016, Consolidated Presidential Election (sample enclosed)

To prepare for the nomination period (July 18-Aug 12), Items 1 and 2 above must be filed with our office by **Wednesday, July 6, 2016**. Item 3 above shall be filed with our office no later than **Friday, August 12, 2016**, although it would be appreciated if your resolution could be submitted by July 12, 2016. If you are planning on putting a measure on the ballot, along with the offices to be filled, please contact our office immediately.

Attached is a list of the terms which are to be filled at the upcoming election according to our records. Please review your district's information and notify us immediately if this information is incorrect.

Thank you in advance for your cooperation for providing the required information in a timely manner.

Sincerely,

Elaina Cano
Assistant County Clerk-Recorder

Encl:

SPECIAL DISTRICT CALENDAR OF EVENTS
NOVEMBER 8, 2016 CONSOLIDATED PRESIDENTIAL ELECTION

DATE/DEADLINE	EVENT
July 6 125 days EC §10509, 10522	District Secretary completes and delivers to the County Elections Official, the Notice of Elective Offices to be filled, along with the map of the district's boundaries.
July 11 - Aug 10 120-90 Days EC Code §12112 EC §12113	County Elections Official shall publish the Notice of Election for each district containing: <ol style="list-style-type: none"> 1. The date of the election 2. The office for which candidates may file 3. The qualifications for office 4. Location where candidates may file for office and the deadlines 5. Statement regarding appointments EC §10515 In addition, County Elections official, shall, by a general press release, set forth the offices to be filled and a telephone number to call for information. County Elections Official shall deliver a copy of all published notices to the District Secretary for posting in the district office.
July 18 - Aug 12 113-88 Days EC §10510, 10603 EC §10515	Nomination period - Candidates file declaration of candidacy forms and other related nomination documents with the County Elections Official. No person may file papers for more than one district office at the same election. Candidates for Harbor Commissioner must file nomination papers signed by 25 to 50 registered voters within the District. Insufficient Nominees - If by the close of nominations for a given office, there are insufficient or no nominees, and a petition requesting an election has not been filed, the district will not hold an election. Those candidates who filed Declarations of Candidacy will be appointed in-lieu of election by the Board of Supervisors. Upon recommendation of the District, the Board of Supervisors will make appointments where no candidates filed the requisite papers.
Aug 12 88 Days EC §10403, 10603b	Last day for districts to file their resolutions requesting consolidation of their election with the November 8, 2016, Presidential Election with the County Elections Official Last day for a candidate to withdraw their Declaration of Candidacy.
Aug 13 - Aug 17 87-83 Days EC §10516	Extended Filing Period - If an incumbent officer does not file a declaration of candidacy by August 12, any person other than the incumbent , may file between these dates. The extension is not applicable if there is no incumbent to be elected.
Aug 15 85 Days EC §13307	Last Day for a candidate to withdraw their Statement of Qualifications. Once filed, the statement cannot be changed, only withdrawn. If the office has a filing extension, the last day to withdraw the statement of qualifications is August 18.
Dec 9 EC §10554	Term of Office begins. Prior to taking office, each elective officer shall take the official Oath of Office.
Jan 2, 2017 HNC §6050, 6055, 6056	Term of Office for Harbor Commissioners begins at noon. Prior to taking office, each commissioner shall take the official oath and execute any bond required by the principal act.

COMMUNITY SERVICES DISTRICT DIRECTORS

DISTRICT	# OF TERMS	INCUMBENT	TERM BEGINS	TERM ENDS
Avila Beach Community Services District	2 Full Terms	John Philip Janowicz Shanna L. Richards	12/2/16	12/4/20
California Valley Community Services District	3 Full Terms	Misty Marie Lambert Rosemarie Webb Lisa Marrone	12/2/16	12/4/20
Cambria Community Services District	2 Full Terms	Amanda C. Rice Gail Rae Robinette	12/2/16	12/4/20
	1 Short Term	Gregory Sanders		
Creston Hills Ranch Community Services District	2 Full Terms	Tommy R. Blankinship Michael J. Prowse	12/2/16	12/4/20
Ground Squirrel Hollow Community Services District	3 Full Terms	Scott C. Simons Donald D. Dougherty Frank A. Duckworth	12/2/16	12/4/20
Heritage Ranch Community Services District	2 Full Terms	Anthony G. Foti Daniel W. Burgess	12/2/16	12/4/20
Independence Ranch Community Services District	3 Full Terms	Caroi C. Noe Terry D. Leezer William P. Mulcahy	12/2/16	12/4/20
Linne Community Services District	2 Full Terms	Joan D. Somerville James P. Dempsey	12/2/16	12/4/20
Los Osos Community Services District	2 Full Terms	Marshall E. Ochylski Robert M. Wright	12/2/16	12/4/20
Nipomo Community Services District	2 Full Terms	Craig W. Armstrong Robert L. Blair	12/2/16	12/4/20
Oceano Community Services District	3 Full Terms	Jennifer Blackburn Matthew G. Guerrero Mary K. Lucey	12/2/16	12/4/20
San Miguel Community Services District	3 Full Terms	Travis Dawes John R. Green Anthony R. Kalvans	12/2/16	12/4/20
San Simeon Community Services District	3 Full Terms	Alan M. Fields Leroy E. Price Daniel M. Williams	12/2/16	12/4/20
Squire Canyon Community Services District	3 Full Terms	Christopher W. Johnson	12/2/16	12/4/20
		Thomas J. Murphy Stephen W. Fiant	12/2/16	12/2/16
Templeton Community Services District	3 Full Terms	Geoffrey T. English David LaCaro Judith K. Dietch	12/2/16	12/4/20



**California Special
Districts Association**

Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2016 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat B.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat B and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 5, 2016.**

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association

Attn: 2016 Board Elections

1112 I Street, Suite 200

Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@csda.net with any questions.



**California Special
Districts Association**
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jeff Hodge

District/Company: Santa Ynez Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 2.5 years

- 1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

None

- 2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

Association of California Water Agencies (ACWA), California Association of Sanitation Agencies (CASA).

- 3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

None

- 4. List civic organization involvement:**

None

****Candidate Statement –** Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

Jeff is currently the General Manager of the Santa Ynez Community Services District.

Jeff has a Bachelor of Arts degree in Political Science and a Master's degree in Business Administration.

He has over 20 years' experience managing Special Districts in Colorado, Arizona and California. He has managed special districts that provided Fire, Police, Water, Sewer, Trash, Cemetery, Roads, Street Lights, Parks and Recreation, and Drainage.

Jeff has a California Grade IV Wastewater Plant Operator certification and the highest Wastewater treatment certification level in Colorado and Arizona. He also holds certification in Water Treatment and Water Distribution in Arizona. He was elected to a Fire District Board and Park and Recreation District Board for four years.

Jeff was instrumental in helping form a Park and Recreation District in Southern Colorado.

He was appointed to an airport advisory board in Colorado and Arizona and is a two time past president of different local Rotary Clubs.

He has experience in writing, introducing and shepherding legislation for Special Districts, permitting and constructing new water and wastewater facilities and upgrading existing facilities.

Jeff is married to Christine and has two daughters and one granddaughter.

Jeff enjoys flying, sailing, kayaking and exploring all the great things California and the world has to offer.

Jeff Hodge



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: Sharon Rose
 District/Company: Goleta Sanitary
 Title: Board President
 Elected/Appointed/Staff: Elected
 Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attend local chapter meetings

Attended First Governance Academy

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

GSMDL - Golden State Manufactured Homeowners League

CA Dept. of Health -

4. ^{CIVIC} List local government involvement (such as LAFCo, Association of Governments, etc.): SCAMP - Vice President (So. Coast Alliance of Mobile Home Park Residents)
Member: The Goleta Coalition, CSPA - Local Chapter
University Park Homeowners Association (President)

- 3 4. ^{govt.} List civic organization involvement:

Goleta Sanitary Board member (President)

Retired: Santa Barbara Co. Alcohol & Drug Program Prevention Manager

****Candidate Statement** - Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

Dear CSDA Members:

My name is Sharon Rose. I have served as an elected board member of Goleta Sanitary District for three and a half years. I have also served actively in two statewide associations engaged in passing legislation: The Golden State Manufactured Home Owners League and The CA Tobacco Control Program.

My professional experience includes: government and non-profit management, private industry news media and raising a family.

After years in public service in the High Sierras, I moved to the Central Coast 11 years ago. I feel my skills will help CSDA meet their organizational needs, both in Sacramento and at the chapter level.

Local government is the strongest branch of our democracy. It's where "we the people" know each other personally and get things done. As a former county official who served in rural and urban areas, I learned the value of finding common goals, innovation and vision. Good governance exists in the smallest and largest places. It builds trust; which in turn builds healthy, resilient communities.

With politics as our backdrop, we know the wind changes. What's important to me is when change occurs, good people remain who are dedicated to working together—regardless of alliance. I know we all share a common goal of protecting California's quality of life—economically, socially and environmentally.

The drought crisis, coupled with energy and economic challenges, teach the future calls for innovation and collaboration.

My toolkit includes a willingness to serve, an open mind, creativity, collaborative decision-making and networking, communications and fundraising skills, a sense of humor, the ability to listen, a willingness to study the issues, ability to borrow and share ideas, and the ability to compromise.

Thank you. I respectfully request your vote to the CSDA board.

Sharon Rose

Goleta, California



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Anthony Kalvans
District/Company: San Miguel community Services District
Title: Director
Elected/Appointed/Staff: Elected
Length of Service with District: 3 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

only in county chapter

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

VP San Miguel Advisory Council, VP
SLO county chapter CSDA, citizens transportation advise
and water resources advisory committee

4. List civic organization involvement:

vice president San Miguel lions club,

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

CSDA BOARD OF DIRECTORS 2016 ELECTION



**COASTAL
NETWORK**

SEAT B
term ends 2019

Please vote for only one.

- ☐ **Anthony Kalvans**
San Miguel Community Services District
- ☐ **Jeff Hodge**
Santa Ynez Community Services District
- ☐ **Sharon Rose**
Goleta Sanitary District

All fields must be completed for ballot to be counted.

** Incumbent running for re-election*

SIGNATURE:	DATE:
MEMBER DISTRICT:	

Must be received by **5pm, August 5, 2016**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814