

Spreckels Community Services District

REGULAR MEETING OF THE BOARD OF DIRECTORS

May 20, 2020

6:30 pm

Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

AGENDA

Agenda order may be adjusted by Chair for purposes of meeting flow and to be respectful of the time concerns of guests present.

*If you will be attending a meeting and would like to request translation into a language other than English, including sign language interpretation, please notify the office at (831) 455-7855 or by email to spreckelscsd.main@gmail.com **at least 48 hours prior to the time of the meeting.** In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Business Manager's Office at (831) 455-7855 for assistance. Notification of at least 48 hours before the meeting will enable the Spreckels Community Services District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services. Documents provided to a majority of the Board of Directors regarding an open session item on this agenda will be made available for public inspection in the Business Manager's Office located at the Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962 during normal business hours.*

1. Opening Business

1.1 Call to Order

1.2 Roll Call & Establishment of Quorum

Otto Kramm, President

Mike McTighe, Secretary

Amanda Lane, Director

Brian Amaral, Director

Paul Ingram, Business Manager & Clerk to the Board

1.3 Pledge of Allegiance

1.4 Adoption of Agenda

Changes, additions and approval of the Agenda as presented. 2/3 vote required if any item is added to the Agenda.

1.4.1 Changes to the Agenda

1.4.2 Additions to the Agenda

1.4.3 Adoption of the Agenda

2. Communications

2.1 Correspondence:

2.2 Oral Comments from the Public

(At this time any person may comment on any item not on the agenda. Please state your name and address for the record. Action will not be taken on any item that is not on the agenda. If it requires action, it will be referred to staff and/or placed on the next agenda. Board members may briefly respond to statements made or questions posed as permitted by Government Code Section 54954.2. In order that all interested parties have an opportunity to speak, please limit comments to a maximum of five (5) minutes. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the Board of Directors.)

3. Approval of the Minutes

RECOMMENDATION/ACTION: At the Pleasure of the Board

3.1 Approval of the Minutes of the Regular Meeting of the Board of Directors April 15, 2020.

4. Business Manager's Report

4.1 Monthly Financials

5. Unfinished Business Action Items

6. New Business Action Items

6.1 Review of Current Accounts Payable:

a. Paul J. Ingram Company	Management Services	\$ 620.00
b. Clarke's Turf & Water	Landscape Services	\$ 600.00
c. Spreckels Memorial Dist.	AT&T	\$ 49.72
d. Spreckels Water Company		\$ 219.06
e. PG&E	Streetlights & Pump	\$ 700.00
f. SDRMA	Gen. Liability/Property	\$ <u>3,023.03</u>

TOTAL \$ 5,211.81

7. Unfinished Business Non Action Items

7.1 Zone 1 Assessment: Review of Proposal from SCI Consulting, Inc for Local Funding Measure.

7.2 Zone 2 Assessment.

7.3 Report from Spreckels Traffic Safety Enhancements Committee.

- 7.4 Board Member Vacancy
- 7.5 Audits FY's 2016, 2017, 2018, 2019

8. New Business Non Action Items

- 8.1 Office Rental Agreement with Spreckels Memorial District

9. Comments by Members of the Board

9.1 Board Members:

- a. Mitigation Fees
- b. Standard Pacific Homes Subdivision
- c. Zoning
- d. Historical
- e. Community Service
- f. Street Lights
- g. Drainage
- h. Grading
- i. Legal Counsel
- j. Alleys
- k. Trees
- l. Landscaping
- m. Sidewalk Repairs
- n. Wheel Chair/Access Ramps
- o. Quarterly Services
- p. Trench Work

10. Consideration of Items for Future Meetings

- 10.1 Proposed Future Agenda Items

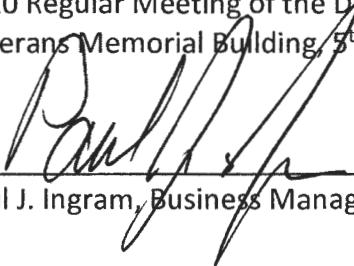
11. Next Meeting Date:

June 17, 2020-6:30 PM

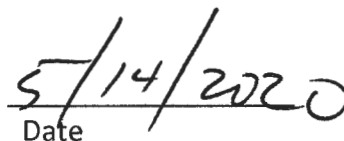
12. Adjournment

Certification

I, Paul J. Ingram, Business Manager/Board Clerk for Spreckels Community Services District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the May 20, 2020 Regular Meeting of the District Board of Directors scheduled for 6:30 pm at Spreckels Veterans Memorial Building, 5th and Llano Streets Spreckels, CA 93962.



Paul J. Ingram, Business Manager/Board Clerk



Date

To download the full agenda packet, go to www.scsd.specialdistrict.org and click on the meeting date. A link to the agenda packet will appear as “Agenda” in smaller print.

Spreckels Community Services District
 MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
April 15, 2020
 6:30 pm

Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. Opening Business

1.1 Call to Order

The meeting was called to order by Secretary Mike McTighe at 6:35 PM.

1.2 Roll Call & Establishment of Quorum

Otto Kramm, President
 Mike McTighe, Secretary
 Amanda Lane, Director
 Brian Amaral, Director
 Paul Ingram, Business Manager & Clerk to the Board

Present: McTighe, Lane, Amaral

Absent: Kramm

QUORUM ESTABLISHED

1.3 Pledge of Allegiance

1.4 Adoption of Agenda

Changes, additions and approval of the Agenda as presented. 2/3 vote required if any item is added to the Agenda.

- 1.4.1 Changes to the Agenda
- 1.4.2 Additions to the Agenda
- 1.4.3 Adoption of the Agenda

Motion to approve [Amaral] 2nd [Lane].

Ayes: McTighe, Lane, Amaral

Noes: None

MOTION CARRIED

2. Communications

2.1 Correspondence:

2.2 Oral Comments from the Public

3. Approval of the Minutes

RECOMMENDATION/ACTION: At the Pleasure of the Board

3.1 Approval of the Minutes of the Regular Meeting of the Board of Directors February 18, 2020.

Motion to approve [Lane] 2nd [Amaral].

Ayes: McTighe, Lane, Amaral

Noes: None

MOTION CARRIED

4. Business Manager’s Report

4.1 Monthly Financials

5. Unfinished Business Action Items

6. New Business Action Items

6.1 Review of Current Accounts Payable:

a. Paul J. Ingram Company	Management Services	\$	500.00
b. Clarke’s Turf & Water	Landscape Services	\$	600.00
c. Spreckels Memorial Dist.	AT&T	\$	49.72
d. Spreckels Water Company		\$	219.06
e. PG&E	Streetlights & Pump	\$	593.75
	TOTAL	\$	1962.53

Motion to approve [Lane] 2nd [Amaral].

Ayes: McTighe, Lane, Amaral

Noes: None

MOTION CARRIED

6.2 LAFCO Special District Commissioner [Voting] Election

Candidates:

- | | |
|--------------------------|--|
| 1. Peter Le | Marina Coast Water District |
| 2. Warren “Pete” Poitras | Monterey County Regional Fire District |
| 3. Jacqueline Simon | North Monterey County Fire Protection District |

Motion to cast vote for Peter Le [Lane] 2nd [Amaral].

Ayes: McTighe, Lane, Amaral

Noes: None

MOTION CARRIED

7. Unfinished Business Non Action Items

- 7.1 Zone 1 Assessment: Review of Proposal from SCI Consulting, Inc for Local Funding Measure.

Because of COVID-19 epidemic, District will not undertake Prop 218 assessment process to be in place for December 2021 tax rolls. District will begin the process August of 2022 with the intention of having the new assessment in place for the December 2022 tax rolls. Item will be removed from the agenda.

- 7.2 Zone 2 Assessment.

Item will be removed from the agenda.

- 7.3 Report from Spreckels Traffic Safety Enhancements Committee.

Speed limit signs need to be attached to radar signs. Director McTighe will contact ASAP signs to see if they can do the work during the Shelter in Place orders by Monterey County.

- 7.4 Board Member Vacancy

- 7.5 Audits FY's 2016, 2017, 2018, 2019

Business Manager Ingram is beginning to review transactions from the audit years to insure bills and invoices are in place. Audits will begin May 1st.

8. New Business Non Action Items

9. Comments by Members of the Board

- 9.1 Board Members.

- a. Mitigation Fees
- b. Standard Pacific Homes Subdivision
- c. Zoning
- d. Historical
- e. Community Service
- f. Street Lights
- g. Drainage
- h. Grading
- i. Legal Counsel
- j. Alleys
- k. Trees
- l. Landscaping
- m. Sidewalk Repairs
- n. Wheel Chair/Access Ramps

- o. Quarterly Services
- p. Trench Work

10. Consideration of Items for Future Meetings

10.1 Proposed Future Agenda Items

11. Next Meeting Date:

May 20, 2020-6:30 PM

12. Adjournment

Meeting was adjourned at 7:15 PM.

Respectfully submitted,

Approval Date _____

Paul J. Ingram, Business Manager

DRAFT

Spreckels Community Services District
Proposed Budget FYE 6/30/2020

Income	Budget FYTD to 5/20/2020				%
	Budget	FYTD	BALANCE		
Zone 1 Assessment 16.3%	TOTAL	\$6,700.00	6478.15	\$221.85	96.69%
Zone 2 Assessment 83.7%	TOTAL	\$34,000.00	33265.1	\$734.90	97.84%
Non-Assessment Prop Taxes		\$33,000.00	32889.87	\$110.13	99.67%
Total Income		\$73,700.00	72633.12	\$1,066.88	98.55%
Expense					
Administrative Fees Zone 1 16.3%		\$81.50		\$81.50	0.00%
Administrative Fees Zone 2 83.7%		\$418.50		\$418.50	0.00%
Audit Expense Zone 1 16.3%		\$733.50		\$733.50	0.00%
Audit Expense Zone 2 83.7%		\$3,766.50		\$3,766.50	0.00%
Board/Staff Education Zone 1 16.3%		\$392.00	13.04	\$378.96	3.33%
Board/Staff Education Zone 2 83.7%		\$2,008.00	66.96	\$1,941.04	3.33%
Capital Improvements Zone 1 16.3%		\$0.00		\$0.00	#DIV/0!
Capital Improvements Zone 2 83.7%		\$0.00		\$0.00	#DIV/0!
Equipment Repair/Maint. Zone 1		\$4,000.00	1251.27	\$2,748.73	31.28%
Equipment Repair/Maint. Zone 2		\$2,420.00	616.29	\$1,803.71	25.47%
General Liability/Property Zone 1		\$300.00	492.75	-\$192.75	164.25%
General Liability/Property Zone 2		\$1,600.00	2530.28	-\$930.28	158.14%
Landscape Maint. Zone 2		\$7,200.00	6600	\$600.00	91.67%
Legal Services Zone 1 16.3%		\$100.00		\$100.00	0.00%
Legal Services Zone 2 83.7%		\$500.00		\$500.00	0.00%
Management Zone 1 16.3%		\$1,060.00	916.06	\$143.94	86.42%
Management Zone 2 83.7%		\$5,440.50	4703.94	\$736.56	86.46%
Membership Fees Zone 1 16.3%		\$81.50	106.44	-\$24.94	130.60%
Membership Fees Zone 2 83.7%		\$418.50	546.56	-\$128.06	130.60%
Parcel Management Zone 1 16.3%		\$603.10	603.1	\$0.00	100.00%
Parcel Management Zone 2 83.7%		\$3,096.90	3096.9	\$0.00	100.00%
Power Zone 1		\$4,800.00	3853.21	\$946.79	80.28%
Power Zone 2		\$3,800.00	4216.46	-\$416.46	110.96%
Property Taxes Zone 1		\$20.00	18.26	\$1.74	91.30%
Property Taxes Zone 2		\$710.00	185.38	\$524.62	26.11%
Streetlight Repairs Zone 2		\$1,000.00	115.71	\$884.29	11.57%
Sidewalk ADA Repairs Zone 1		\$0.00		\$0.00	#DIV/0!
Telephone/Internet Zone 1 16.3%		\$100.00	89.1	\$10.90	89.10%
Telephone/Internet Zone 2 83.7%		\$500.00	457.82	\$42.18	91.56%
Water Zone 1		\$500.00	598.91	-\$98.91	119.78%
Water Zone 2		\$2,000.00	2186.75	-\$186.75	109.34%
Website Zone 1 16.3%		\$48.90		\$48.90	0.00%
Website Zone 2 83.7%		\$251.10		\$251.10	0.00%
Emergency Reserve		\$25,749.50		\$25,749.50	0.00%
Total Expense		\$73,700.00	28032.07	\$40,434.81	38.04%

Fund 634 - Spreckels Community Services
 Account Type Liability
 BSA/Obj/Rev
 Sub BSA/Obj/Rev No Sub-BSA Specified

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA No Sub-BSA Specified				0.00	0.00	0.00	0.00
Total for B-2081 - Stale Dated Checks				0.00	0.00	0.00	0.00

BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
 Sub BSA/Obj/Rev 4010 - Current Secured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX33_20_CS		04/21/2020	Curr Sec - Mar - April 16 2020		0.00	(10,716.07)	
Total for Sub-BSA 4010 - Current Secured				(254,989.00)	0.00	(10,716.07)	(265,705.07)

Sub BSA/Obj/Rev 4015 - Current Unsecured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA 4015 - Current Unsecured				(10,249.20)	0.00	0.00	(10,249.20)

Sub BSA/Obj/Rev 4025 - Prior Secured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA 4025 - Prior Secured				(5,693.36)	0.00	0.00	(5,693.36)

Sub BSA/Obj/Rev 4030 - Prior Unsecured

Fund 634 - Spreckels Community Services
Account Type Liability
BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
Sub BSA/Obj/Rev 4030 - Prior Unsecured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA 4030 - Prior Unsecured				(95.92)	0.00	0.00	(95.92)

Sub BSA/Obj/Rev 4035 - Current Supplemental

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX34_20_SUPPL		04/20/2020	Suppl - Dec 2019-Apr 2020		0.00	(201.09)	
Total for Sub-BSA 4035 - Current Supplemental				(3,962.36)	0.00	(201.09)	(4,163.45)

Sub BSA/Obj/Rev 4040 - Prior Supplemental

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA 4040 - Prior Supplemental				(245.92)	0.00	0.00	(245.92)

Sub BSA/Obj/Rev 5030 - HOPTR

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX36_20_HOX		04/30/2020	HOPTR 35%		0.00	(46.96)	
Total for Sub-BSA 5030 - HOPTR				(1,455.85)	0.00	(46.96)	(1,502.81)

Sub BSA/Obj/Rev 5415 - Special Assessments

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX33_20_CS		04/21/2020	Curr Sec - Mar - April 16 2020		0.00	(17,193.83)	

Fund 634 - Spreckels Community Services
Account Type Liability
BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
Sub BSA/Obj/Rev 5415 - Special Assessments

Total for Sub-BSA 5415 - Special Assessments	(548,471.97)	0.00	(17,193.83)	(565,665.80)
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Sub BSA/Obj/Rev No Sub-BSA Specified

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JVA,1110,INTALLOCC32020-06		04/30/2020	InterestAllocation3rdQtr2019-20		0.00	(883.55)	
MDI,9800,SDWF000027381		04/02/2020	PGE		304.47	0.00	
MDI,9800,SDWF000027387		04/16/2020	PAUL J INGRAM		500.00	0.00	
MDI,9800,SDWF000027388		04/16/2020	CLARKES TURF AND WATER		600.00	0.00	
MDI,9800,SDWF000027389		04/16/2020	SPRECKELS MEMORIAL DISTRICT		49.72	0.00	
MDI,9800,SDWF000027390		04/16/2020	PGE		293.75	0.00	
MDI,9800,SDWF000027391		04/16/2020	SPRECKELS WATER COMPANY		219.06	0.00	
MDI,9800,SDWF000027398		04/29/2020	PGE		718.39	0.00	
Total for Sub-BSA No Sub-BSA Specified				667,703.41	2,685.39	(883.55)	669,505.25
Total for B-2530 - Assets Held as Agency for Others				(157,460.17)	2,685.39	(29,041.50)	(183,816.28)
Total for Fund 634 - Spreckels Community Services				(0.00)	31,726.89	(31,726.89)	(0.00)
Grand Total				(0.00)	31,726.89	(31,726.89)	(0.00)

Paul J. Ingram Company
P.O. Box 354
Carmel Valley, CA 93924
[831] 601-6518
pauljingham93924@gmail.com

May 1, 2020

Invoice for: Spreckels Community Services District
P.O. Box 7432
Spreckels, CA 93962

<u>Date</u>	<u>Description</u>	<u>Hrs.</u>	<u>Rate</u>	<u>Total</u>
4/30/2020	Management Services March		500.00	\$500.00
4/1/2020	Special Projects: Doc Prep Audit FY 2015	3	30.00	\$ 90.00
4/7/2020	Special Projects: Doc Prep Audit FY 2015	1	30.00	<u>\$ 30.00</u>
			TOTAL	\$620.00

Please make checks payable to Paul J. Ingram Company

Invoice

Clarke's Turf and Water
 18939 Vierra Canyon Rd.
 Prunedale, CA 93907

Date	Invoice #
4/27/2020	1693

Bill To
Community Service District PO Box 7432 Spreckels, CA 93962

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Labor to maintain landscape April 2020	600.00	600.00
	Sales Tax	7.25%	0.00

Thank you for your business. 262-9800	Total	\$600.00
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Property/Liability Package Program Invoice

Program Year 2020-21

Spreckels Community Services District
Post Office Box 7432
Spreckels, California 93962

Invoice Date: 05/12/2020
Invoice Number: 68219
Member Number: 6972

Property, Boiler/Machinery, Pollution, Cyber <i>Coverage for 1 reported item(s) valued at (including contents): \$59,975</i>	\$123.03
Mobile/Contractors Equipment <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00
General Liability*, Errors & Omissions, Employee & Public Officials Dishonesty <i>Certificates: 0 Non-Member Certificate(s)</i>	3,000.00
Auto Liability (includes \$50 charge for non-owned auto coverage) <i>Coverage for 0 reported item(s) valued at: \$0</i>	50.00
Auto Comp / Collision <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00
Trailers <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00

Gross Package Contribution	\$3,173.03
Earned CIP Credits (5)	-150.00
Longevity Distribution Credit	0.00
MemberPlus Online RQ Bonus	0.00
Other Discounts	0.00
Subtotal	\$3,023.03
5% Multi-Program Discount	\$0.00

Total Contribution Amount Due by July 15 **\$3,023.03**
**Current Limit of Liability is \$2.5M for G/L, A/L and E&O (excluding outside excess liability limits)*

Please pay in full by the due date. If not, a late charge of one percent (1%) per month, twelve percent (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment.

Please return GREEN COPY with your payment. For invoice questions call the SDRMA Finance Department.



Property/Liability Credit Incentive Program



Spreckels Community Services District

CIP Points Earned as of: 3/31/2020

The Credit Incentive Program (CIP) is designed to encourage our Members to take a proactive approach for loss prevention administration, training and safety/risk management. In an effort to assist our Members in achieving the lowest contributions possible, we performed a review of the documents submitted to date for the CIP program year 2019-20. **The CIP points earned will be applied toward the invoice for the 2020-21 program year. However, the actual dollar credit shown as 'Earned CIP Credits' on the invoice may differ from this report due to the actual General and Auto Liability amounts on the invoice.** The following earned credits have been documented:

CIP Criteria Description*	CIPs Earned	CIP \$ Earned	Unearned CIPs	Unearned CIP \$
SDRMA Safety Specialist Certificate	0	\$0	2	\$38
Special District Administrator designation from SDLF	0	\$0	2	\$38
Staff Attendance at SDRMA Workshop	0	\$0	2	\$38
Additional Staff Attendance at SDRMA Workshop	0	\$0	1	\$19
Management Staff Attendance at CSDA Sponsored Training	0	\$0	1	\$19
Additional Management Staff Attendance at CSDA Sponsored Training	0	\$0	1	\$19
Attendance at Approved Legal Seminar	0	\$0	1	\$19
Additional Attendance at Approved Legal Seminar	0	\$0	1	\$19
TargetSolutions Online Training Program	0	\$0	3	\$56
Use of SDRMA Safety Video Library	0	\$0	2	\$38
ADMINISTRATION TRACK TOTALS - 9 POINTS MAXIMUM	0	\$0	9	\$169
SDLF District of Distinction designation	0	\$0	4	\$75
Single Board Member Attendance at SDRMA Workshop	0	\$0	1	\$19
Additional Board Member Attendance at SDRMA Workshop	0	\$0	1	\$19
Single Board Member Attendance at CSDA Training	0	\$0	1	\$19
Additional Board Member Attendance at CSDA Training	0	\$0	1	\$19
Completion of two CSDA Education / Webinar sessions	0	\$0	2	\$38
General Safety Specialist Certificate	0	\$0	1	\$19
GOVERNANCE TRACK TOTALS - 4 POINTS MAXIMUM	0	\$0	4	\$75
No Claims during the year	2	\$38	0	\$0
CLAIMS TRACK TOTALS - 2 POINTS MAXIMUM	2	\$38	0	\$0
COMBINED TRACK TOTALS - 15 POINTS MAXIMUM	2	\$38	13	\$245
5 YEAR NO CLAIMS BONUS	3	\$56	0	\$0
TOTAL CREDIT INCENTIVE POINTS	5	\$94	13	\$245

*For detailed information, please see the Property/Liability CIP criteria for the applicable Program Year. For questions, please contact Dennis Timoney, Chief Risk Officer at 800.537.7790 or dtimoney@sdrma.org.



Property/Liability Program

2020-21 Credit Incentive Program Criteria

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses and positively impact the overall cost of property/liability coverage through the Credit Incentive Program.

Credit incentives of up to 15 points can be earned based on an Agency's participation in meeting the following program guidelines. One CIP point is equal to a 1% discount on the Agency's Property/Liability Program for the Auto and General Liability net contributions invoice only. Participating members may choose among various options to complete during the CIP period (April 1 – March 31) to reach the maximum points allowable within each track.

The maximum total points a member can receive is 15 points (not including bonus points) and points earned before March 31, 2020 will be applied to the 2020-21 Program Year. Options allowing a member to earn points for both Property/Liability and Workers' Compensation are designated with ***(Credit will be applied to both programs)***. Points are currently awarded as follows:

ADMINISTRATION TRACK (9 POINTS MAXIMUM)

For staff accredited with the SDRMA General Safety Specialist Certificate or Supervisor Safety Specialist Certificate. This certificate program is a way for the Agency's staff to demonstrate their dedication to safety and loss prevention. The General Safety Specialist certificate requires the Agency employee complete and pass four OSHA certified general training courses and to receive the Supervisor Safety Specialist certificate, complete and pass two supervisory safety courses in addition to the four OSHA certified general training courses. Certificates are valid for 2 years.

2 points

No Documentation Required - Will be confirmed by SDRMA.
(Credit will be applied to both programs)

For management staff accredited with the Special District Administrator designation by the Special District Leadership Foundation (SDLF). This certification program is a way for special district administrators to affirm – to their customers, to their board of directors, and to themselves – that they are competent and experienced in their profession. Requirements for this certification include management experience, continuing education, community service, and ultimately an exam.

2 points

No Documentation Required - Will be confirmed by SDLF.
(Credit will be applied to both programs)

For each full-day attendance by the Agency's safety officer, designated individual, or employee(s) at an SDRMA Safety/Claims Education Day (First attendee earns 2 points, second attendee earns 1 point).

3 Points maximum

No Documentation Required - Will be confirmed by SDRMA workshop attendance sheet.
(Credit will be applied to both programs)

For each full-session attendance by the Agency's management staff in a California Special Districts Association (CSDA) sponsored training program, such as CSDA annual conference workshops and/or the Special District Leadership Academy (Each attendee earns 1 point).

2 points maximum

No Documentation Required - Will be confirmed by CSDA training attendance sheet.
(Credit will be applied to both programs)

For attending an approved Legal Seminar relating to Employment Practices or Human Resource issues (Each attendee earns 1 point).

2 Points maximum



Property/Liability Program

Documentation Required – Course syllabus and certificate of completion must be submitted to SDRMA for credit. For utilizing SDRMA's Safety DVD/Video Library. Participating members must review a minimum of 4 Safety DVD/Videos.

2 points

No Documentation Required - Will be confirmed by SDRMA.

For staff participation in SDRMA's online safety training program – TargetSolutions Safety Programs. 25% of member employees (FT, PT and volunteer firefighters) must each successfully complete a minimum of four individual e-training modules.

3 points

No Documentation Required - Will be confirmed by SDRMA.

GOVERNANCE TRACK – GOVERNING BODY RELATED (4 POINTS MAXIMUM)

For Agency accredited with District of Distinction designation by the Special District Leadership Foundation (SDLF). This accreditation program enables districts to demonstrate to their communities, the media and legislators their commitment to operate in a sound, responsible manner. Districts apply to SDLF for designation as a "District of Distinction" by submitting financial audits, policies and procedures and proof of Governance and Ethics training received by directors and executive staff.

4 points

No Documentation Required - Will be confirmed by SDLF.

(Credit will be applied to both programs)

For each full-day attendance by a member of the Agency's governing body at an SDRMA Safety/Claims Education Day (Each attendee earns 1 point).

2 Points maximum

No Documentation Required - Will be confirmed by SDRMA workshop attendance sheet.

(Credit will be applied to both programs)

For each full-session attendance by a member of the Agency's governing body in a California Special Districts Association (CSDA) sponsored training program, such as CSDA annual conference workshops (SDRMA approved), Board Leadership Training, Special District Leadership Academy and/or Special District Leadership Foundation (Each attendee earns 1 point).

2 points maximum

No Documentation Required - Will be confirmed by CSDA training attendance sheet.

(Credit will be applied to both programs)

For completion by a member of the Agency's governing body of a minimum of two CSDA Education / Webinar training session(s).

2 points

No Documentation Required - Will be confirmed by CSDA training attendance sheet.

For members of a governing body accredited with the SDRMA General Safety Specialist Certificate. This certificate program is a way for the Agency's governing body to demonstrate their dedication to safety and loss prevention. The General Safety Specialist certificate requires an Agency's governing body member complete and pass four OSHA certified general training courses.

1 point

No Documentation Required - Will be confirmed by SDRMA.

(Credit will be applied to both programs)

CLAIMS TRACK (2 POINTS)

For a participating member agency not having any "paid" claims (excluding first party property claims).

2 points

No Documentation Required - Will be confirmed by SDRMA.



Property/Liability Program

The following bonus points are in addition to the 15 CIP point limit:

CLAIMS BONUS (3 POINTS)

For a member agency not having any "paid" claims as outlined under the Claims Track for the prior 5 consecutive years.

3 points

No Documentation Required - Will be confirmed by SDRMA.

CONTACT INFORMATION

For questions regarding point credits or the Credit Incentive Program, please contact SDRMA Chief Risk Officer Dennis Timoney at dtimoney@sdrma.org or SDRMA Claims Manager Debbie Yokota at dyokota@sdrma.org or call the SDRMA office at 800.537.7790.

Also, visit our website at www.sdrma.org, click on MemberPlus Services and then click on TargetSolutions Program to view information about the program or take an online demonstration course of several of our Online Certified Safety Training Program Courses available to all members including:

Over 800 member safety-training courses in English and Spanish

- Courses that meet State and Federal government regulations for required contact hours for certified water and wastewater operators
- Courses endorsed by the National Fire Protection Association (NFPA)
- Courses that are recognized and accepted by the California Water Environmental Association (CWEA) and the California Department of Health Services (DHS)
- OSHA approved training courses – 40 new courses
- Professional Development Courses in Leadership, Management, Computer Skills, Customer Service, Finance, Health and Wellness
- Online Driver Training and Compliance Program
- Emergency Vehicle Operator
- Law Enforcement, Online Police Training
- Human Resources