

## **Spreckels Community Services District**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**August 16, 2017**

**6:30 pm**

Spreckels Veterans Memorial Building, 5<sup>th</sup> & 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.*

#### **Time Certain Item**

#### **Adoption of the Budget for FY 2017-2018 6:40 p.m.**

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*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@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, 5<sup>th</sup> & Llano, Spreckels, CA 93962 during normal business hours.*

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#### **1. Opening Business**

1.1 Call to Order

1.2 Roll Call & Establishment of Quorum

Ron Eastwood, President

James Riley, Vice President

Scott Henningsen, Director

Otto Kramm, Director

Cathy McDougall, 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

RECOMMENDATION/ACTION: Paul Ingram, Business Manager

“That the Board of Directors of the Spreckels Community Services District adopts the agenda as presented.”

**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. Consent Agenda**

*(Action Items included on the Consent Agenda are considered to be routine and are acted on by the Board of Directors in one motion. There is not discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all Consent items. Each item on the Consent Agenda approved by the Board of Directors shall be deemed to have been considered in full and adopted as recommended.)*

RECOMMENDATION/ACTION: At the Pleasure of the Board

“That the Board of Directors approves the Consent Agenda as presented.”

3.1 Approval of the Minutes of the Regular Meeting of the Board of Directors June 21, 2017.  
[July 19, 2017 Meeting Cancelled for Lack of Quorum]

**4. Business Manager’s Report: Monthly Financials**

**5. Unfinished Business Action Items**

5.1 Second Reading of Proposed Budget for 2017-2018 and Adoption of Resolution No. 2017-03.

OPEN PUBLIC HEARING

5.1.1 Presentation and Second Review of Proposed Budget for FY 2017-2018  
CLOSE PUBLIC HEARING

5.2.1 Resolution No. 2017-03: Adoption of Budget for Fiscal Year 2017-18

**6. New Business Action Items**

6.1 Review of 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	\$ 49.18
d. Spreckels Water Company		\$ 191.92
e. PG&E	Streetlights	<u>\$ 450.00</u>
	TOTAL	\$ 1,791.10

RECOMMENDATION/ACTION: Paul Ingram, Business Manager

"That the Board of Directors of the Spreckels Community Services District approves the Accounts Payable for the period of July 2017."

6.2 Approve Audit of Financial Statement FY 2009.

6.3 Resolution 2017-04: Special District Risk Management Authority Board of Directors Election.

**7. Unfinished Business Non Action Items**

7.1 Report on Audit Progress Report from Patricia Kaufman at July 19<sup>th</sup> meeting [Directors Riley and Henningsen Present]

**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. Reports from Standing and Ad Hoc Committees**

**11. Community Member Recognition**

**12. Consideration of Items for Future Meetings**

12.1 Proposed Future Agenda Items

**13. Next Meeting Dates:**

September 20, 2017-6:30 PM  
October 18, 2017-6:30 PM

Agenda Items due September 20, 2017  
Agenda Items due October 12, 2017

**19. 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 August 16, 2017 Regular Meeting of the District Board of Directors scheduled for 6:30 pm at Spreckels Veterans Memorial Building, 5<sup>th</sup> 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](http://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  
*June 21, 2017*

**6:30 pm**

Spreckels Veterans Memorial Building, 5<sup>th</sup> & Llano, Spreckels, CA 93962

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**1. Opening Business**

1.1 Call to Order

***The meeting was called to order at 6:32 pm.***

1.2 Roll Call & Establishment of Quorum

Ron Eastwood, President  
James Riley, Vice President  
Scott Henningsen, Director  
Otto Kramm, Director  
Cathy McDougall, Director  
Paul Ingram, Business Manager & Clerk to the Board

***Present: Eastwood, Riley, Kramm, Henningsen, McDougall***

***Absent: None***

***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

RECOMMENDATION/ACTION: Paul Ingram, Business Manager

“That the Board of Directors of the Spreckels Community Services District adopts the agenda as presented.”

***Motion to adopt [Henningsen] 2<sup>nd</sup> [Kramm]***

***Ayes: Eastwood, Riley, Kramm, Henningsen, McDougall***

***Noes: None***

***MOTION CARRIED***

**2. Communications**

- 2.1 Correspondence:
- 2.2 Oral Comments from the Public

**3. Consent Agenda**

RECOMMENDATION/ACTION: At the Pleasure of the Board

“That the Board of Directors approves the Consent Agenda as presented.”

- 3.1 Approval of the Minutes of the Regular Meeting of the Board of Directors May 25, 2017.

***Motion to approve [Henningsen] 2<sup>nd</sup> [McDougall]***  
***Ayes: Eastwood, Riley, Kramm, Henningsen, McDougall***  
***Noes: None*** **MOTION CARRIED**

**4. Business Manager’s Report: Monthly Financials**

**5. Unfinished Business Action Items**

**6. New Business Action Items**

6.1 Review of 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	\$ 49.18
d. Spreckels Water Company		\$ 57.87
e. PG&E	Streetlights	\$ 463.44
f. SDRMA	Property/Liability Ins.	\$ 1,518.54
g. Digital Deployment	Website	\$ 300.00
h. Roy Alsop Pump and Drilling, Inc.	Pump Repairs	<u>\$ 1,850.64</u>
	TOTAL	\$ 5,339.67

RECOMMENDATION/ACTION: Paul Ingram, Business Manager

“That the Board of Directors of the Spreckels Community Services District approves the Accounts Payable for the period of May 2016.”

***Motion to approve [Kramm] 2<sup>nd</sup> [Henningsen]***  
***Ayes: Eastwood, Riley, Kramm, Henningsen, McDougall***  
***Noes: None*** **MOTION CARRIED**

6.3 Resolution No. 2017\_02: Resolution Approving Interim Funding for Fiscal Year 2017-18.

***Motion to approve [Henningsen] 2<sup>nd</sup> [Kramm]***

***Ayes: Eastwood, Riley, Kramm, Henningsen, McDougall***

***Noes: None***

***MOTION CARRIED***

**7. Unfinished Business Non Action Items**

7.1 Update on Carmel Valley Recreation and Park District Prop 218 Maintenance Assessment District process: Public Hearing Thursday June 15, 2017.

***Election was successful.***

7.2 District Counsel Research on AB 2613 [audit relief] retroactivity.

***District Counsel Mike Whilden reported the law is silent on retroactivity, but suggested going before the Board of Supervisors to petition for retroactive relief.***

7.3 SCSD Reorganization: Informational Report

***Board discussed email from Darren McBain at Monterey County LAFCO and researched presented.***

7.4 Michelle Mazzuca: Zone 2 Tree Spraying.

***Consensus of the board is the District cannot tell homeowners what they can or cannot do with trees in the sidewalk planting strip. Removal of trees is a county issue. Business Manager Ingram will respond to Ms. Mazzuca these findings.***

**8. New Business Non Action Items**

8.1 Budget Session FY 2017-18

***Board went through budget vs actuals to date and Director McDougall penciled in figures for BM Ingram to use in drafting a budget for approval at the August meeting.***

**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

***Director Kramm reported a new concrete approach is under construction on Hatton & 2<sup>nd</sup>. No knowledge if encroachment permit was pulled for work. Director Henningsen reported the project was not sent to the Design Review Committee for approval.***

**10. Reports from Standing and Ad Hoc Committees**

**11. Community Member Recognition**

**12. Consideration of Items for Future Meetings**

12.1 Proposed Future Agenda Items

**13. Next Meeting Dates:**

July 19, 2017-6:30 PM  
 August 16, 2017-6:30 PM

Agenda Items due July 13, 2017  
 Agenda Items due August 10, 2017

**19. Adjournment**

***Meeting was adjourned at 8:17 pm.***

Respectfully submitted,

Approval date \_\_\_\_\_

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Paul J. Ingram, Business Manager



**SPRECKELS COMMUNITY SERVICES  
DISTRICT FUND BALANCE AS OF 8/16/2017  
AFTER TODAY'S ACCOUNTS PAYABLE**

**COUNTY FUND 634**

**\$95,916.24**

**Spreckels Community Services District  
Proposed Budget Fiscal Year 7/1/2017 to 6/30/2018**

Income:		
Zone 1 Assessment [11% of assessment revenue]		\$ 4,200.00
Zone 2 Assessment [89% of assessment revenue]		\$33,700.00
Non-Assessment Revenue to Zone 1 Expense		\$ 8,869.50
Non-Assessment Revenue to Zone 2 Expense		\$10,380.50
Non-Assessment Revenue Reserve		<u>\$ 7,850.00</u>
<b>Total Income</b>		<b>\$65,000.00</b>
Expense:		
Administrative Fees [Zone 1 11% of \$500.00]		\$ 55.00
	[Zone 2 89% of \$500.00]	\$ 445.00
Audit Expense [Zone 1 11% of \$17,750.00]		\$ 1,952.50
	[Zone 2 89% of \$17,750.00]	\$ 15,797.50
Board/Staff Education [Zone 1 11% of \$500.00]		\$ 55.00
	[Zone 2 89% of \$500.00]	\$ 445.00
Capital Improvements [Zone 1 11% of \$500.00]		\$ 55.00
	[Zone 2 89% of \$500.00]	\$ 445.00
Equipment Repair/Maintenance		
	[Zone 1]	\$ 5,000.00
	[Zone 2]	\$ 1,000.00
General Liability/Property Insurance		
	[Zone 1 11% of \$2000.00]	\$ 220.00
	[Zone 2 89% of \$2000.00]	\$ 1,780.00
Landscape Maintenance Contract		
	[Zone 2]	\$ 7,200.00
Legal Services		
	[Zone 1 11% of \$1,000.00]	\$ 110.00
	[Zone 2 89% of \$1,000.00]	\$ 890.00
Management Services/Special Projects		
	[Zone 1 11% of \$6,500.00]	\$ 715.00
	[Zone 2 89% of \$6,500.00]	\$ 5,785.00
Membership Fees/Dues		
	[Zone 1 11% of \$500.00]	\$ 55.00
	[Zone 2 89% of \$500.00]	\$ 445.00

Parcel Management		
	[Zone 1 11% of \$2300.00]	\$ 253.00
	[Zone 2 89% of \$2300.00]	\$ 2,047.00
Power		
	[Zone 1]	\$ 3,000.00
	[Zone 2]	\$ 3,000.00
Street Light Repairs		
	[Zone 2]	\$ 2,000.00
Sidewalk/ADA Repairs		
	[Zone 1]	\$ 1,000.00
Telephone/Internet		
	[Zone 1 11% of \$600.00]	\$ 66.00
	[Zone 2 89% of \$600.00]	\$ 534.00
Water		
	[Zone 1]	\$ 500.00
	[Zone 2]	\$ 2,000.00
Website Services		
	[Zone 1 11% of \$300.00]	\$ 33.00
	[Zone 2 89% of \$300.00]	\$ 267.00
Non-Assessment Revenue to Reserve		\$ <u>7,850.00</u>
	<b>Total Expense</b>	<b>\$ 65,000.00</b>

**SPRECKELS COMMUNITY SERVICES DISTRICT**  
**P.O. Box 7432**  
**Spreckels, CA 93962**

**Resolution #2017-03**

**RESOLUTION TO ADOPT BUDGET**

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE **SPRECKELS COMMUNITY SERVICES DISTRICT**, FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JULY, 2017 AND ENDING ON THE LAST DAY OF JUNE, 2018.

**WHEREAS**, the Board of Directors of Spreckels Community Services District has appointed a Budget Committee to prepare and submit a proposed budget to this governing body at the proper time, and;

**WHEREAS**, the Budget Committee has submitted a proposed budget to this governing body on July 19, 2017 for its consideration, and;

**WHEREAS**, upon due and proper notice, published or posted accordance with the law, said budget was open for inspection by the public at a designated place, a public hearing was held on July 19, 2017, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

**WHEREAS**, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance as required by law.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Directors of the Spreckels Community Services District of Spreckels, California:

Section 1. That the budget as submitted, amended and summarized by fund, hereby is approved and adopted as the budget of the Spreckels Community Services District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by Ron Eastwood, Board President and made a part of the public records of the Spreckels Community Services District.

**ADOPTED**, this 19<sup>th</sup> day of July 2017:

**AYES:**

**NOES:**

**ABSTAIN:**

**Signed:**

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**Ron Eastwood, Board President**

**Attested:**

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**Paul J. Ingram, Business Manager/Board Clerk**

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE GOVERNING BODY OF THE  
Spreckels 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. 2017-03 Establishing Guidelines for Director Elections specifies director qualifications, terms of office and election requirements; and

**WHEREAS**, Policy No. 2017-03 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 Spreckels Community Services District selects the following candidates to serve as Directors on the SDRMA Board of Directors:

(continued)



**OFFICIAL 2017 ELECTION BALLOT  
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS**

**VOTE FOR ONLY FOUR (4) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than four (4) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than four (4) 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 4:30 p.m., Tuesday, August 29, 2017. Faxes or electronic transmissions are NOT acceptable.

- TIMOTHY UNRUH**  
District Manager, Kern County Cemetery District No. 1
- JAMES M. HAMLIN (Jim)**  
Board Director, Burney Water District
- MIKE SCHEAFER (INCUMBENT)**  
Director/President, Costa Mesa Sanitary District
- MICHAEL J. KAREN**  
Board Director, Apple Valley Fire Protection District
- DAVID ARANDA (INCUMBENT)**  
General Manager, Mountain Meadows Community Services District
- CINDI BEAUDET**  
General Manager, Temecula Public Cemetery District
- JEAN BRACY, SDA (INCUMBENT)**  
Deputy Director – Administration, Mojave Desert Air Quality Management District

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2017 by the Spreckels Community Services District by the following roll call votes listed by name:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:  
  
\_\_\_\_\_

APPROVED:  
  
\_\_\_\_\_

**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 Timothy Unruh  
District/Agency Kern County Cemetery District No.1  
Work Address 18662 Santa Fe Way, PO Box 354, Shafter, CA 93263  
Work Phone 661-746-3921 Home Phone 661-746-6725

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

The work of SDRMA is critical to the everyday operations of a Special District. Knowing that the district and the board is protected gives a 'Peace of Mind' to our daily operations. Sitting on this Board will give me an opportunity to give back to SDRMA and its membership. As a manager of a moderate sized Special District, I am especially interested in maintaining an involvement from that small district perspective. It is imperative that SDRMA maintains cost effective service to the Special District community and it's important that smaller districts have a voice in their insurance needs.

**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 spent three years as a Director for CSDA including one year as Legislation Committee Chairman. I currently sit on the CSDA Legislation Committee and am a Special District Administrator (SDA). Our District is in its fourth term as a District of Distinction which now includes the Transparency Certification. I currently sit as a Director with a city appointment on Kern Mosquito and Vector board. I have been a Director of the California Association of Public Cemeteries for 15 years and currently am Chairman of the Legislation Committee. I have been involved with the Kern County Special Districts Association since 1995 from when we worked to obtain LAFCo representation for Special Districts.

Most importantly, I have been a manager for the Kern County Cemetery District for 30 years and work daily to keep our cemetery district strong and effective in our community. To that end, I have the SDRMA General Safety Specialist Certification and with that training I work for a compliant, safe and healthy working relationship with our staff.



**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 feel that community history is very important and am a volunteer with the local Historical Society. I also have sat on the local school board and have been involved with our youth through our church as well as our community through sports and especially by giving our young people a safe and entertaining place to visit after our home football games.

This being said, I feel that I am a committed and thorough person who knows that to get things done you must be involved and be able to think out of the box in difficult situations. You must listen to those around you and sometimes that means keeping one's mouth shut.

I have worked as a Manager for many years and understand the needs of special districts. What SDRMA offers is an integral part of special district operations and I feel that I can bring a passion for the practical needs of Special Districts.

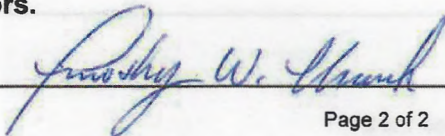
**What is your overall vision for SDRMA? (Response Required)**

SDRMA has shown great concern for the Special Districts in California as is seen in their commitment to meeting our insurance needs. This is done by listening to the membership and continuing to work on being a better and complete insurance stop. I feel that the Health Insurance part of their programs will be the next large growth area. As we deal with PERB's and the needs of our work force, this area will help to meet the needs of our agencies.

Their education is excellent and they have defined their role in local government very well. It will be necessary to maintain this role and work to educate the membership. SDRMA's commitment to be a cost-effective insurance provider has work well in the past and will continue to do so as long as the Board and staff work together to fulfill their mission statement.

**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: April 24, 2017

**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	<u>James M. Hamlin (Jim)</u>
District/Agency	<u>Burney Water &amp; Sewer District</u>
Work Address	<u>20541 Burney Court, Burney, Ca. 96013</u>
Work Phone	<u>(530) 335-2040</u> Home Phone <u>(530) 335-2040</u>

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

Able to look at actual evidence. Being able to set adequate rates for both Insurance program and districts. SDRMA needs to operate as a business.

**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)**

Served on hospital district for 24 1/2 years, California Hospital District board for 8 years, Burney water Sewer board for three years. I had my own insurance brokerage for 43 years. I did not have an E & O Claim.

**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)

see previous question

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

SDRMA must operate as a viable business. Many district carriers and board members are reluctant to raise rates. When I served on Ca. Hospital Board, many of the board members were not willing to operate as a business because it would affect their hospitals bottom line.

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 James M. Hamlin Date 4-1-2017

**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 **714-552-9858**

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

As an incumbent on the SDRMA Board I wish to continue providing the service and knowledge that I have been consistent with during my current term. As an insurance professional for over 44 years I bring the experience needed to manage the risks Districts are faced with. Over my term I have consistently made decisions to provide the protections necessary at the most affordable cost. Districts continue to encounter new challenges to their risk management programs. My years of experience, my continued involvement in insurance education and my desire to protect make me a sound choice to continue on the Board of SDRMA.

**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)**

Current SDRMA Board Member. President Costa Mesa Sanitary District Board of Directors. Former City Councilmember for the City of Costa Mesa. Former Parks and Recreation Commissioner for the City of Costa Mesa.

Leadership positions, including Board President for the following: Little League Baseball, Boys and Girls Club of the Harbor Area, Costa Mesa Senior Center, The Albert Dixon Memorial Foundation (non profit providing funds for other non-profit agencies).

Over 30 years experience with Lions Clubs International. Served as District Governor, Club President several times. Chaired the California Convention Committee several times. Membership in the organization continues.

My leadership role in all these organizations gave, and give, me experience in the risks that face each. My insurance experience helps me make prudent decisions when challenged with those risks.

**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)**

Many of the organizations that I have either been elected to or volunteered for quickly put me in a leadership role. They recognized my ability to handle the risks and challenges the organizations meet. I was able to steer those organizations in a clear path to minimize the risk.

I continue to hold a teaching credential in Insurance Education with the local community college District. Additionally I was a professor of Insurance Continuing Education for many years. I have a passion for passing on the knowledge I have acquired over my career.

I have always faced the risk management challenges of any organization with the confidence that the desired outcomes would be realized.

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

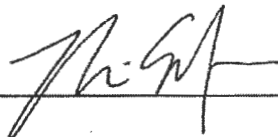
My vision is to continue providing the protection and service to the Special Districts that make them strong in their risk management efforts. I will continue to work for those ends while keeping strong my conviction that rates need to be adequate yet affordable for the Districts.

New technologies, changes in legislation, make it extremely difficult for Districts to keep up with the factors posing new challenges to risk management, insurance, etc. My experience in those areas, my position as an elected official, make me keenly aware of how to protect the Districts.

I will continue to be committed to making SDRMA the leader in protecting the risk management needs of our Special Districts.

**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 \_\_\_\_\_

4/25/17

**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    Michael J. Karen  
District/Agency    Apple Valley Fire Board  
Work Address        N/A  
Work Phone         N/A Home Phone 760-713-3273

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

I would be honored to serve on the SDRMA Board of Directors because I am interested in not only risk management, but insurance as well. I have run my own company and have seen first hand how accidents can affect the bottom line.

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**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 was appointed to the Apple Valley Fire Board in February of 2016. I was re-elected the same year. During my time on the board, I have already been a part of many great things. The board and I helped to pass Measure A which funds our district in perpetuity. We also passed and have streamlined the budget. I have also been a part of evaluations as well.

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

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Nominee/Candidate David Aranda  
District/Agency Mountain Meadows Community Services District  
Work Address 17980 Highline Rd - Tehachapi CA 93561  
Work Phone 661-822-7616 Home Phone 661-300-1231

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

Working with six other board members and the staff, as a team is challenging and rewarding.

Over the years of my service on the SDRMA Board I hope the members have found my input to be beneficial and it is my desire to continue to look after the members receiving the best service at a fair cost.

**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)**

Service on SDRMA

Service on SDWCA - I was part of the group that consolidated two entities into one entity which was very cost effective.

Service on SDLF

Past Service on CSDA - current Education Committee member

**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)

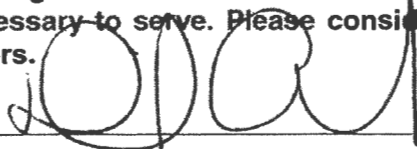
Serving as a General Manager over the past twenty plus years and serving as a Board Member assists me in understanding the proper process that benefits the operation of SDRMA. Eighteen years of experience with SDRMA provides a good knowledge base to benefit the members.

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

- 1) Continue to provide excellent service
- 2) Continue the balance of a financially strong pool that provides great policy coverage at the best pricing possible.
- 3) Serve the members with cutting edge software, customer service oriented employees and a Board that remembers who we are serving!

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

4-20-17



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

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Nominee/Candidate	Cindi Beaudet		
District/Agency	Temecula Public Cemetery District		
Work Address	41911 C Street, Temecula CA 92592		
Work Phone	(951)699-1630	Home Phone	(951)541-8736

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

As a member of SDRMA, I've learned first hand the risk and challenges that comes with my type of Special District. I think it is important to have an active and knowledgeable voice representing our industry and districts and that understands the role special districts play and their importance. I will bring sound policy principles to the table and work with my fellow board members in the spirit of collaboration to ensure SDRMA continues to be a cost effective, high quality risk management service.

**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 have played an active role in the cemetery industry in both the private sector and with special districts for almost two decades and was elected in 2006 to the Board of California Association of Public Cemeteries (CAPC). While on the Board for CAPC one of my roles was Education Committee Chair, working with executive staff to identify learning and certification opportunities for our members. This experience has provided me with the skills and knowledge of board development, procedures, protocol and policy development.

**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)**

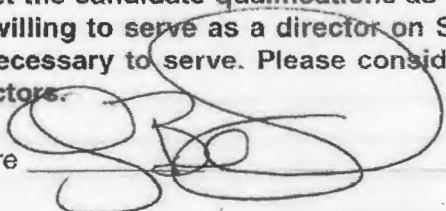
Since 2004 I have served as General Manager to the Temecula Public Cemetery District. I consider myself to be well versed in cemetery leadership, risk mitigation, best management practices and risk reduction. I hold a life insurance license from the State of California. I am an advocate for the cemetery profession, serving as a formal mentor for CAPC. I am engaged and involved heavily in my community and understand first hand the challenges and risk associated with cemetery operations and management.

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

My overall vision for SDRMA is that it appropriately and accurately addresses the risk and mitigation needs of all its members in a thoughtful and deliberate manner, considering the size, scope and nuances of each type of public agency. This thoughtful consideration will provide better service to our members while maintaining the cost effective quality programs SDRMA continues to offer.

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

4/27/17

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

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Nominee/Candidate    Jean Bracy, SDA  
District/Agency      Mojave Desert Air Quality Management District  
Work Address          14306 Park Ave., Victorville, CA 92392  
Work Phone            760-245-1661

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

I have served on the SDRMA Board of Directors since 2010. In 2017 I was elected by the Board to be the **Board President**. The Board strives to provide a variety of avenues for members to be successful and has adopted many important programs and policies aimed to provide members **cost effective coverage**. Each year, the Board **carefully considered** rates for services and from 2009 to 2016 voted to hold rates flat for the property/liability program. Through strategic planning SDRMA has a **strong financial base**. SDRMA has included **Cyber Coverage**; provided a **FREE Law Legal Hotline**; established a **multiple-policy discount (5%)** for each member who belongs to both the property/liability and the workers compensation programs; shares investment earnings with members through a **longevity distribution**; established the **loss prevention allowance funds** which reimburses members for safety-related costs up to \$1,000; launched and enhanced the SDRMA **interactive website**; provided **FREE online training** through Target Solutions; launched a **Safety Specialist Certificate** program; and contracted with Company Nurse to provide **FREE screening services** for work-related injury cases. I have worked closely with **SDRMA for 17 years**. I am attracted to its member-focused, pro-active, and positive mission. I would like to see – and be a part of – SDRMA continue this member-centric approach.

**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 serving my eighth year on the **SDRMA Board of Directors** and in 2017 I am the Board President. I am serving my fifth year on the Board of Directors for the **Special District Leadership Foundation (SDLF)** and I am the Board Secretary. On this Board I have been part of the continuing expansion of the SDLF programs, including the premier program, **District of Distinction**, also the Special District Administrator Certificate, the Recognition of Special District Governance, and the District Transparency Certificate of Excellence.

My career experience with special districts has helped me to understand the issues specific to smaller organizations. I have learned what it really means for an organization to do more with less. I have also learned that political realities for special districts are distinct from other forms of governments. As the Deputy Director – Administration for the Mojave Desert Air Quality Management District, I am the staff representative to the Governing Board Committees for Budget and Personnel. I am a member of and have chaired the California Air Pollution Control Officers Association (CAPCOA), statewide committees for Fiscal and Human Resource officers. I organized and have chaired the Alternate Fuel Task Force for the Mojave Desert air basin; I have represented the District in the Antelope Valley Clean Cities Coalition.

My working opportunities have crossed several public service types. I served as the Victorville city representative to the Technical Advisory Committee for the Victor Valley Transit Authority and as the City representative and officer on the Executive Committee of the Regional Economic Development Authority. I volunteered four years on the Board of Directors of the Victor Valley Federal Credit Union. For six years, I worked as an adjunct professor at Victor Valley Community College teaching Public Works Administration.

**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?**

As professional and as a volunteer, I have a wide range of experiences with organizational structures, long term and vision planning, development of staff and volunteers, and resource and program management. My experience of leading organizational activities and implementing change for growth includes bringing together intergenerational and multicultural groups to achieve common goals.

I am an effective manager with expertise in efficient and productive management implementing process improvements in finance, human resources, risk management, and a wide variety of related administrative and organizational functions. I have led highly skilled teams to support the achievement of overall agency goals and objectives.

I earned a Master's Degree in Public Administration from California State University, San Bernardino

I earned the Special District Administrator Certification from the Special Districts Leadership Foundation

I earned the Recognition of Special District Governance from the Special Districts Leadership Foundation

I earned the Masters Certification in Labor Relations from the California Public Employers Labor Relations Association (CALPELRA)

**What is your overall vision for SDRMA?**

I want to continue contributing my experience and expertise to SDRMA's overall function to further strengthen and enhance the lines of services provided by SDRMA. I want to see members educated to be wise in their management to reduce costs and deliver their very important missions to their communities. I want to be part of the mission to enhance the member's experience through claims management and education that leads to loss prevention.

**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 John Bailey Date 2-27-17