

**Colusa Local Agency Formation Commission**

**Special Meeting Agenda**

**Thursday – August 8, 2019**

**3:00 PM**

**Board of Supervisors Chambers  
546 Jay Street  
Colusa, CA.**

**1. Call to Order/Roll Call**

**Commissioners**

Denise Carter (Chair, County)  
John Loudon (Vice-Chair, County)  
Brandon Ash (Public)  
Tom Reische (Colusa, City)  
Sajit Singh, (Williams, City)

**Alternates**

Merced Corona (County Alternate)  
Roberto Mendoza (City Alternate)  
Mary Winters, (Public Member Alternate)

**Staff**

John Benoit, Executive Officer  
P. Scott Browne, Legal Counsel  
Lora Ceccon, Clerk to the Commission

**2. Election of Chair and Vice-Chair for FY 2019-2020 per LAFCo's Bylaws**

- a. Election of Chair*
- b. Election of Vice-Chair*

**3. Consider Minutes from June 6, 2019**

- a. Consider approving the June 6, 2019 LAFCo minutes*

**4. Public Comment**

This is the time for the public to address the Commission on any matter not on the agenda. Testimony related to an item on the agenda should be presented at the time that item is considered

**5. Consent Agenda**

- a. Payment of claims for the months of June and July 2019*

**6. Correspondence:**

**7. Authorize Commissioners and Staff to attend the CALAFCO Annual Conference at the Hyatt Regency in Sacramento October 30- November 1, 2019.**

- a) *Authorize Commissioners and Staff to attend the CALAFCO Annual Conference October 30 – November 1, 2019.*
- 8. Nomination for the CALAFCo Board of Directors 2019-2020. Nominate a County Member (and) or a Special District Member for the CALAFCo Northern Region.**
- a) *Nominate a County Member to the CALAFCo Board of Directors, if desired.*
- 9. Consider nominations for CALAFCO 2019 Annual Achievement Awards**
- a) *Nominate individuals/groups for any of the following 1) Outstanding CALAFCO Member, 2) Most Effective Commission, 3) Outstanding Commissioner, 4) Outstanding LAFCo Professional, 5) Outstanding LAFCo Clerk, 6) Outstanding CALAFCO Associate Member, 7) Project of the Year, 8) Distinguished Service Award, 9) Government Leadership Award, 10) Legislator of the Year, 11) Mike Gotch Courage and Innovation in Local Government Award, 12) Lifetime Achievement Award.*
- 10. Designate voting member (and voting member alternate) to vote on behalf of Colusa LAFCo at the Annual Calafco Conference in Sacramento.**
- a) *Designate voting member (voting member alternate)*
- 11. Election of Special District Risk Management Authority (SDRMA) Board of Directors**
- a) *Review Candidate materials and authorize chair to sign election ballot for the SDRMA Board of Directors.*
- 12. LAFCo 101 Presentation by LAFCo Staff – Part II (a general overview of LAFCo – Time Permitting)**
- 13. Executive Officer’s Report:**
- a) *Fire and EMS MSR and SOI update ongoing*
  - b) *Introduction of updated Policies, Standards and Procedures*
- 14. Commissioner Reports - Discussion**
- This item is placed on the agenda for Commissioners to discuss items and issues of concern to their constituency, LAFCO, and legislative matters*
- 15. Next Colusa LAFCo meeting: September 5, 2019**
- Any member appointed on behalf of local government shall represent the interests of the public as a whole and not solely the interest of the appointing authority Government Code Section 56325.1**

#### *Public Comment*

Members of the public may address the Commission on items not appearing on the agenda, as well as any item that does appear on the agenda, subject to the following restrictions:

- Items not appearing on the agenda must be of interest to the public and within the Commission's subject matter jurisdiction.
- No action shall be taken on items not appearing on the agenda unless otherwise authorized by Government Code Section 54954.2 (known as the Brown Act, or California Open Meeting Law).
- The total amount of time allotted for receiving public comment may be limited to 15 minutes.
- Any individual's testimony may be limited to 5 minutes. Time to address the Commission will be allocated on the basis of the number of requests received.

#### *Public Hearings*

Members of the public may address the Commission on any item appearing on the agenda as a Public Hearing. The Commission may limit any person's input to 5 minutes. Written statements may be submitted in lieu of or to supplement oral statements made during a public hearing.

#### *Agenda Materials*

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda are available for review for public inspection in the Colusa County Clerk's office located at the Colusa County Courthouse 546 Jay Street, Colusa CA. [such documents are also available on the Colusa LAFCO website as noted below to the extent practicable and subject to staff's ability to post the documents prior to the meeting].

#### *Accessibility*

An interpreter for the hearing-impaired may be made available upon request to the Executive Officer 72 hours before a meeting. The location of this meeting is wheelchair-accessible.

#### *Disclosure & Disqualification Requirements*

Pursuant to Government Code Sections 56100.1, 56300(b), 56700.1, and 81000 et seq., and Colusa LAFCO's Policies and Procedures for the Disclosure of Contributions and Expenditures in Support of and Opposition to Proposals, any person or combination of persons who directly or indirectly contribute \$1000 or more or expend \$1000 or more in support of or opposition to a change of organization or reorganization that has been submitted to Colusa LAFCO must comply with the disclosure requirements approved by Colusa LAFCO. These requirements contain provisions for making disclosures of contributions and expenditures at specified intervals. Additional information may be obtained at the Colusa County Elections Department 546 Jay Street, Colusa, CA 95932. (530) 458-0500

A LAFCO Commissioner must disqualify herself or himself from voting on an application involving an "entitlement for use" (such as an annexation or sphere amendment) if, within the last twelve months, the Commissioner has received \$250 or more in campaign contributions from the applicant, any financially interested person who actively supports or opposes the application, or an agency (such as an attorney, engineer, or planning consultant) representing the applicant or an interested party. The law (Government Code Section 84308) also requires any applicant or other participant in a LAFCO proceeding to disclose the contribution amount and name of the recipient Commissioner on the official record of the proceeding.

Contact LAFCO Staff LAFCO staff may be contacted at (530) 458-0593 or by mail at Colusa LAFCO P.O. Box 2694, Granite Bay Ca 95746 or by email at [lafco@countyofcolusa.com](mailto:lafco@countyofcolusa.com) or [j.benoit4@icloud.com](mailto:j.benoit4@icloud.com)

Webpage Reports, agendas, minutes and general information about LAFCO are available on the LAFCO Webpage at [www.colusalafco.org](http://www.colusalafco.org)

LOCAL AGENCY FORMATION COMMISSION  
COLUSA COUNTY  
MINUTES OF MEETING  
June 6, 2019

PRESENT:

JOHN LOUDON, County Member  
SAJIT SINGH, City Member  
BRANDON ASH, Public Member  
DENISE CARTER, Chair, County

ALSO PRESENT:

LORA CECCON, Clerk  
MARSHA BURKE, Legal Counsel  
JOHN BENOIT, Ex. Officer  
MARY WINTERS, Public Member Alt.

**1. Call to Order/Roll Call**

The meeting was called to order at 3:00 p.m. There was a quorum present.

**2. Consider Minutes from April 4, 2019**

**On motion of J. Loudon, second by B. Ash, the commission approved the meeting minutes of April 4, 2019, motion carried by roll call vote.**

**3. Public Comment – None**

**4. Consent Agenda**

**On motion of B. Ash, second by J. Loudon, the commission approved claims for the months of April and May 2019, motion carried by roll call vote.**

**5. Correspondence: None**

**6. Public Hearing: New service authorization for the RD-108 to provide hydroelectric generation services as a participant in the Sites Reservoir Project JPA (LAFCo Project 2019-0002).**

**3:08 p.m. – Opened Public Hearing**

John reviewed his report regarding authorization for the RD-108 to provide hydroelectric services as a participant in the Sites Reservoir Project JPA. John reminded the commission of the sunset clause that will end RD-108’s authority to participate in hydropower projects, on January 1, 2021. John presented the resolution stating that the title should be amended to delete “Sites Reservoir Project JPA” and the last word (Project). It was also suggested that #10 be amended to delete “Sites JPA” and #11 be amended to include the word “initially” after “participation” in the first sentence. Staff recommends approval of the resolution.

**3:16 p.m. – Closed Public Hearing**

**J. Loudon moved to approve Resolution 2019-0003, A Resolution granting new and different powers (latent powers) to the RD-108 enabling the district to participate in Hydroelectric Power Generation, with the changes as stated above, second by S. Singh, motion carried by roll call vote.**

**7. Public hearing regarding the final 2019-2020 LAFCo Budget**

**3:19 p.m. – Opened Public Hearing**

John stated that there are no changes from the proposed 2019-2020 LAFCo budget.

**3:20 p.m. – Closed Public Hearing**

**On motion of B. Ash, second by J. Loudon, the commission approved Resolution 2019-0004, A Resolution of the Colusa Local Agency Formation Commission adopting a final budget for 2019-2020; motion carried by roll call vote.**

**8. Public Hearing regarding the dissolution of the Hazel Court CSA and the Century Ranch Water District (LAFCo Project 2019-0003)**

**3:21 p.m. – Opened Public Hearing**

John stated that a letter was received from the State Controller advising that legislation was passed requiring that all inactive districts be dissolved. Of the five districts mentioned in the letter, two have been determined to be inactive; Hazel Court and Century Ranch Water. John will file with the state that these two districts are inactive. Staff recommendation is to dissolve these two districts, and nothing will be done with the other three because they are active. When Lafco dissolves these districts, we can do so without holding protest proceedings.

**3: 27 p.m. – Closed Public Hearing**

**S. Singh moved to approve Resolution 2019-0005, A Resolution Making Determinations and Approving the Dissolution of the Hazel Court CSA and Century Ranch Water District, second by J. Loudon, motion carried by roll call vote.**

**9. Request from the Glenn-Colusa Irrigation District (GCID) to grant a one-year extension for LAFCo project 2016-0001, an incorporated detachment from GCID.**

**a) Consider granting a one-year extension for LAFCo Project 2016-0001 detachment of 208 acres more or less of uninhabited and incorporated territory from the Glenn Colusa Irrigation District.**

John advised members that when the property was annexed to the City of Willows, it remained in the GCID. GCID is requesting a one-year extension to the deadline of tomorrow in order to complete and file the proper paperwork. John stated that the Bureau paperwork is not complete.

**J. Loudon moved to approve granting a one-year extension for LAFCo Project 2016-0001 detachment of 208 acres more or less of uninhabited and incorporated territory from the Glenn Colusa Irrigation District, second by S. Singh, motion carried by roll call vote.**

**10. Executive Officer's Report**

**a) Fire and EMS MSR and SOI update ongoing** – John stated that he has received all information from all the districts, except Indian Valley. John will research a contact for Indian Valley.

**11. LAFCo 101 Presentation by LAFCo Staff – Part II (a general overview of LAFCo – Time Permitting)** – Postpone until S. Browne returns.

**12. Commissioner Reports – Discussion** – S. Singh provided an update on the businesses opening in Williams; Grocery Outlet and Canahub.

**13. Next Colusa LAFCo meeting: August 8, 2019 – Meeting adjourned 3:48 p.m.**

# Colusa Local Agency Formation Commission

## CLAIMS

For June and July 2019

Authorize payment of the following claims:

**FY 2019-2020 EXPENSES:**

**Claims for June 2019:**

June 7, 2019	Frontier Phone June 7, 2019	\$ 42.97
July 3, 2019	Staff Svcs and Exp. – June 2019	\$ 4,743.61
5.16-18-6.15.19	Legal Svcs. P. Scott Browne	\$ 2,000.00
July 1, 2019	Calafco Membership Dues FY 19-20	\$ 1,075.00

**TOTAL:** \$ 7,861.58

August 1, 2019	Staff Svcs and Expenses – July 2019	\$ 4,052.06
July 7, 2019	Frontier Phone July 7, 2019	\$ 43.85
July 15, 2019	Legal Svcs. Browne ending 7.15.19	\$ 2,000.00

**TOTAL:** \$ 6,728.30

**TOTAL:** \$ 14,589.88

**DATED:** Aug 8, 2019

**APPROVED:** Aug 8, 2019

\_\_\_\_\_  
Chair or Vice-Chair  
Colusa Local Agency Formation Commission

Attest:

\_\_\_\_\_  
John Benoit  
Executive Officer

Colusa LAFCO

Shadow Accounting  
2019-2020

EXPENSE	Executive	Off. Cont	Clerical Support	Workers Comp	Atty Contract	Insurance	Office Supplies	Postage	Copies	Membership:
	53180	53180	51035	53180	53100	53170	53171	53170	53150	
	48000.00	3657.00	50.00	24000.00	1783.00	375.00	500.00	750.00	1712.00	-1075.00
CALAFCO Dues 19-20										
SDRMA Insurance 19-20						-1698.00				
Staff Services June 2019	-4000.00	-175.00						-55.30	-49.90	
Frontier Phone June 7, 2019										
Browne Legal Svcs 5.16.2019-6.15.2019					-2000.00					
Staff Svcs July 2019	-4000.00						-10.00	-1.42		
Browne Legal Svcs 6.16.19 - 7.15.19					-2000.00					
Frontier PH July 7, 2019										

Total Expended in FY 18-19	-8000.00	-175.00	0.00	-4000.00	-1698.00	-10.00	-56.72	-49.90	-1075.00	
Total Remaining in FY 18-19	40000.00	3482.00	50.00	20000.00	85.00	365.00	443.28	700.10	637.00	






**MEMBER'S CERTIFICATE OF COVERAGE**

Issue Date  
7/1/2019

**Provider** Special District Risk Management Authority  
1112 'I' Street, Suite 300  
Sacramento, California 95814  
800.537.7790 www.sdrma.org



**Member** **Local Agency Formation Commission of Colusa** *Member Number: 7528*  
Post Office Box 2694  
Granite Bay, California 95746

This is to certify that coverages listed below have been issued to the Member named above for the period indicated. This certificate is not an insurance policy or an agreement of coverage and does not amend, extend or alter the coverage afforded by the agreements listed herein. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage described herein is subject to all the terms, exclusions, and conditions of the specific coverage document. This certificate of coverage evidences the limits of liability in effect at the inception of the agreements shown; limits shown may have been reduced by paid claims. This certificate is issued as a matter of information only and confers no rights upon the certificate holder.

Type of Coverage	Policy Number	Effective Date	Expiration Date	Limits
<b>General Liability</b>	LCA-SDRMA-201920	7/1/2019	7/1/2020	Per Occurrence
Bodily Injury				\$ 2,500,000
Property Damage				\$ 2,500,000
Public Officials Personal				\$ 500,000
Employment Benefits				\$ 2,500,000
Employee/Public Officials E & O				\$ 2,500,000
Employment Practices Liability				\$ 2,500,000
Employee/Public Officials Dishonesty	EDC-SDRMA-201920			\$ 1,000,000
<b>Auto Liability</b>	LCA-SDRMA-201920	7/1/2019	7/1/2020	Per Occurrence
Auto Bodily Injury				\$ 2,500,000
Auto Property Damage				\$ 2,500,000
Uninsured Motorist	UMI-SDRMA-201920			Limits on File

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 \_\_\_\_\_  
 Laura S. Gill - Chief Executive Officer

Description: All listed coverage is in effect only for the time period specified.



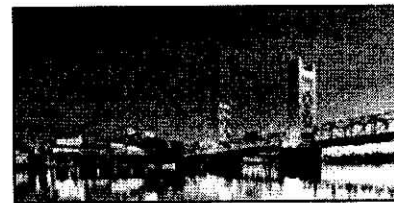
# Announcing The 2019 CALAFCO Annual Conference



Hosted by CALAFCO

**October 30 – November 1**

*Hyatt Regency, Sacramento*



## Value-Added and Diverse General & Breakout Session Topics

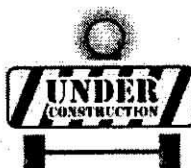
- ☞ Stress-testing LAFCOs and local agencies in changing times\*
- ☞ It takes a village: LAFCo, County and State collaboration to solve a local problem\*
- ☞ Water, water everywhere but not a drop to drink
- ☞ Planning the legislative menu rather than being on the menu
- ☞ What's your story? Crafting and communicating a compelling LAFCo narrative
- ☞ MSRs: You get out what you put in
- ☞ Opportunities and challenges for LAFCo in addressing the housing call
- ☞ Solving difficult service issues with creative and innovative solutions
- ☞ Leading your LAFCo into the next decade with courage and independence\*
- ☞ Annual CALAFCO Legislative Update\*
- ☞ CALAFCO Annual Business Meeting (for all CALAFCO members)\*

*Note: The Program is subject to change.  
\*Indicates General Session*

**Mark your calendar and  
plan to attend!**  
**Registration is now open!**  
**Visit [www.calafco.org](http://www.calafco.org)**

## Special Highlights

**Mobile Workshop**  
Still under construction.



We are working on a tour of the **West Sacramento Port** and **Farmers Rice Coop** plant followed by a visit to the new **Sacramento Fire Fighter's Museum** with a special farm to fork lunch and several guest speakers.

Details will be announced shortly – but register now to secure your seat!

**Wednesday from  
7:30 a.m. to 12:30 p.m.**  
*(times approx..)*

**LAFCo 101**  
An introduction to LAFCo and LAFCo law for Commissioners, Staff, and anyone interested in learning more about LAFCo

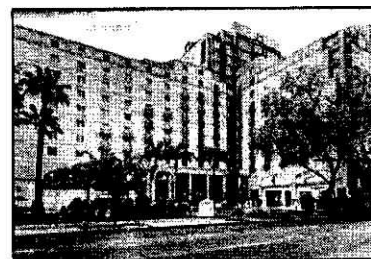
**Wednesday from  
10: 00 a.m. to Noon**

**Thursday luncheon  
keynote to be announced**

## Invaluable Networking Opportunities

- ☞ Regional Roundtable discussions on current regional LAFCo issues
- ☞ Extended roundtable discussion for LAFCo legal counsel
- ☞ Networking breakfasts and breaks
- ☞ **Pre-dinner Reception with Sponsors Wednesday**
- ☞ **Awards Banquet Wednesday**
- ☞ **Welcome Reception Thursday**

## Hyatt Regency downtown



Make your reservations now at the **Hyatt Regency** at the special CALAFCO rate of \$139 (excludes tax and fees). Special rates available 2 days pre and post-conference on availability, includes in-room wifi and parking. Reservation cutoff date is 10/08/19.

TO MAKE HOTEL RESERVATIONS, PLEASE VISIT: [HyattRegencyOnlineReservation](http://HyattRegencyOnlineReservation.com) or call **877-803-7534** and reference CALAFCO Conference.

Visit [www.calafco.org](http://www.calafco.org) for Conference details or call us at 916-442-6536.

**CALAFCO**

**OFFICIAL 2019 ELECTION BALLOT**  
**SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY**  
**BOARD OF DIRECTORS**

**VOTE FOR ONLY THREE (3) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- BOB SWAN (INCUMBENT)**  
Board Member, Groveland Community Services District
  
- JESSE D. CLAYPOOL**  
Board Chair, Honey Lake Valley Resource Conservation District
  
- PATRICK K. O'ROURKE, MPA/CFRM**  
Board Member, Redwood Region Economic Development Commission
  
- SANDY SEIFERT- RAFFELSON (INCUMBENT)**  
Finance Manager/Treasurer, Herlong Public Utility District
  
- JAMES (Jim) M. HAMLIN**  
Board President, Burney Water District

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019 by the Local Agency Formation Commission of Colusa at a public meeting by the following votes:

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.**

Candidate\*            Bob Swan

District/Agency   Groveland Community Services District (GCSD)      ■

Work Address      P.O. Box 350, Groveland, CA 95321

Work Phone        (209) 962-7161

Home Phone       (408) 398-4731

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

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

I am a current Board member. I would like to be elected to a second term because:

1. As a board member of Groveland CSD, I am particularly aware of the great value that smaller districts get from SDRMA, and I'd like to continue to do my part to make sure that this important agency continues to operate smoothly and stably into the indefinite future.
2. The insurance market in California (and nationwide) is going through a period of rapid change. The Board and staff are engaged in a major re-evaluation of SDRMA's approach to fulfilling its mission of providing cost-effective risk management services to its members. I believe that it is important to maintain Board continuity in this effort.
3. SDRMA Board members are either board members ("electeds") or employees of a member agency. I think there is value in having a balance between elected and employee Board members. The Board seats that are NOT up for election are currently 3 employees / 1 elected. I'd like to make sure the new Board has at least 2 elected members.

**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)**

1. SDRMA Board Member since 2016. This year (2019), I serve as Secretary. During our "no CEO" period in late 2017 - early 2018, I was a member of the ad hoc Personnel Committee. I am also a member of the Alliance Executive Council, and a backup member of the Legislative Committee.
2. Groveland CSD Board Member since I was appointed in June 2013. For the years 2014-2018, I served as Board President. (We finally implemented mandatory rotation of the office in 2019).
3. Member of the Board of Southside Community Connections, a local nonprofit in Groveland that provides educational, social, and recreational services to seniors, as well as free transportation to those who cannot drive.
4. Board Member (currently Treasurer) of Pine Cone Performers, a local choral and acting group, since 2010.
5. Back during my work life, I was a corporate representative on an IEEE standards committee concerned with wireless networking. It was very educational being on a committee where the members had widely differing (competing) goals.

**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)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

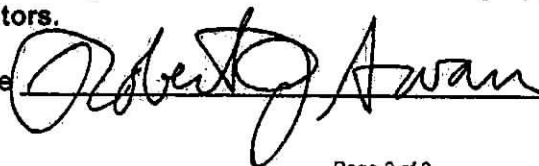
**What is your overall vision for SDRMA? (Response Required)**

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

**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 4-24-2019



**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)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

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

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

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

Candidate Signature



Date

4-26-19



**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.**

Candidate\* Patrick K. O'Rourke, MPA/CFRM  
District/Agency Redwood Region Economic Development Commission (RREDC)  
Work Address 520 E Street Eureka, CA 95501  
Work Phone 707-445-9651 Home Phone 707-726-6700  
\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

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

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

**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)**

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.

**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)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

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

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

**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

3/25/2019

**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 statements are endorsed by SDRMA.**

**Candidate\* Sandy Seifert-Raffelson**

**District/Agency Herlong Public Utility District**

**Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113**

**Work Phone (530) 827-3150 Cell Phone (530) 310-4320**

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

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

**I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.**

**I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.**

**I feel I am an asset to this Board, and would love a chance to stay on 4 more years!**

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

**While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davls Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.**

**As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility servlces with the Federal Bureau of Prison and the US Army.**

**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?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

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

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

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

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

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

Candidate Signature Sandy Seifert-Raffelson Date 4/16/19

**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.

Candidate\* James (Jim) M. Hamlin  
District/Agency Burney Water District  
Work Address 20222 Hudson St. Burney, Ca. 96013  
Work Phone (530) 335-3582 Cell Phone \_\_\_\_\_

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

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

Hope to serve and help with decisions being made to both strengthen SDRMA and  
move into new areas. Our districts are facing new challenges constantly.

**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)**

**See Next**

**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)**

September 1972 until January 2014, owned and operated a Insurance brokerage  
Sold business and retired.

Board Member of Mayers Memorial Hospital District From 1990 until 2014  
Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current  
Serving on Mayers Memorial Hospital Financial Board.

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

-----SDRMA Board must be strong and protect the concerns of their members. Need  
to have a listening ear for the districts that are represented. Need to  
use caution when jumping into new areas, not jepordise their strong programs  
and beliefs for new programs.

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. Hankle*

Date

3-27-2019