



AGENDA

BOARD OF DIRECTORS

SPECIAL MEETING at 7:00 p.m.

Thursday, June 1, 2017

CALL SPECIAL MEETING TO ORDER AT 7:00 p.m. District Office Meeting Room,
504 Avenue Alhambra, 3rd Floor, El Granada

ROLL CALL

Directors:	President:	Jim Blanchard
	Vice-President:	Vacant
	Director:	Matthew Clark
	Director:	David Seaton
	Director:	Leonard Woren
Staff:	Legal Counsel:	Jonathan Wittwer
	Assistant Manager:	Delia Comito

The Board has the right to take action on any of the items listed on the Agenda. The Board reserves the right to change the order of the agenda items, to postpone agenda items to a later date or to table items indefinitely.

GENERAL PUBLIC PARTICIPATION

Communications from the public and members of the District Board and District Staff concerning matters not on the agenda. Speakers are limited to 3 minutes each.

ACTION AGENDA

- 1. Consideration of Candidates to fill District Board vacancy.**
Recommendation: To be made by the Board.
- 2. Consideration of Resolution Appointing Board Member and Administer Oath of Office.**
Recommendation: To be made by the Board.
- 3. Consideration of Electing Board Vice President.**
Recommendation: To be made by the Board.
- 4. Consideration of Resolution Appointing Sewer Authority Mid-Coastside Representatives and Alternate.**
Recommendation: To be made by the Board.
- 5. Consideration of Appointing Representative to the San Mateo County Chapter of the California Special Districts Association.**
Recommendation: To be made by the Board.

ADJOURN SPECIAL MEETING

At the conclusion of the May 18, 2017 Meeting:

Last Ordinance adopted: No. 169

Last Resolution adopted: No. 2017-001

This meeting is accessible to people with disabilities. Individuals who require special assistance to participate may request an alternative format of the agenda and packet materials. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. To request a disability-related modification or accommodation, please contact the District office at (650) 726-7093.

Except for records exempt from disclosure under section 6254 of the Public Records Act, all materials distributed for the discussion or consideration of items on the Agenda are disclosable to the public upon request, and shall be made available without delay or at the time of distribution to the Board. Please contact Delia Comito at (650) 726-7093 to request copies of Agenda materials.

ITEM #1

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors
From: Delia Comito, Assistant General Manager
Subject: Consideration of Candidates to Fill Board Vacancy
Date: June 1, 2017

The Board held a special meeting on May 11, 2017, establishing appointment as the method to fill the vacancy created by the resignation of Director Lohman on April 24, 2017. As governed under California Government Code Section 1780, the Board Secretary posted a Notice of Vacancy in three (3) conspicuous places within the District the day after the Special Meeting, and published a Notice in the San Mateo Daily Journal for two consecutive days on May 26th and 27th.

This Item is for consideration of the candidate(s), which pursuant to Government Code, is now occurring at least 15 days after the posting of the Notice of Vacancy. Two candidates, Barbara Dye and Steve Conran, have submitted Letters of Interest by the deadline of 5:00 p.m., 5/30/17.

The Board must consider the two candidates and may elect one to fill the vacancy as follows:

- The President opens nominations for candidates.
- Directors may nominate a candidate.
- The President closes nominations.
- The Board may hold a discussion regarding the nomination.
- A motion and a majority vote is needed to approve.

The new Board Member shall take the Oath of Office and immediately take their seat on the Board of Directors. The term of the new Director ends in November 2018.

STATEMENT OF BARBARA DYE FOR A POSITION ON THE
GRANADA COMMUNITY SERVICES DISTRICT BOARD

To the Board of Directors of the Granada Community Services District,

Please accept my application to serve on the Board of the Granada Community Services District. This is an exciting opportunity to make a difference in this community, and I would be very honored to be selected.

I believe that I am a good candidate for the position for the following reasons:

- I have served on the District's Parks Committee since its establishment in 2015. This experience has provided me with an understanding of how the District operates and its goal to expand the scope of the District to benefit the community. I really admire the District for assuming this responsibility and would very much appreciate the opportunity to help with this effort. As you can see from my resume, I have significant experience in trails and parks planning, habitat restoration, and community outreach.
- I have some experience with sewer collection and disposal. When I worked as Environmental Project Manager at the Ocean Trails Project, we had a major landslide that was related to (but not directly caused by) the trunk sewer line through the property. It resulted in a sewer spill and a rerouting of the line for several years until the golf course repair was complete. As the person responsible for condition compliance, I had to work with the project's experts to respond to the myriad agencies with jurisdiction over the project in terms of remediation, ongoing monitoring, and mitigation. I looked at a lot of video of the inside of sewer lines!
- As Executive Director of the Palos Verdes Peninsula Land Conservancy, I help bring the community together to raise the funds (\$17M) to purchase a major part of the remaining open space on the peninsula. This led to the creation of a 2000-acre preserve on the coast in Los Angeles County. The government funding was the result of a Natural Communities Conservation Plan, involving collaboration between our land trust, the City, and numerous state agencies. Once the preserve was created, we developed a program to take responsibility for the land that we had preserved. We used volunteers and implemented grant funds and donations to do significant habitat restoration, improve trails, and add education programs for the community.
- I have experience selecting, contracting, and working with consultants. In several positions, I managed issuing RFP's, evaluating proposals, selecting consultants, reviewing contracts, monitoring performance, and authorizing payment of invoices. In fact, I worked with Dudek and Associates on numerous tasks.

- While I have never worked as a professional geologist, I have a degree in geology and have had ongoing experience in the field. At the Ocean Trails Project, there were significant geologic issues from the very beginning. I was the liaison between our geological consultants and the City, Coastal Commission, and other geologists. One of my assignments in the Peace Corps was to write a booklet about the geology of the park. This involved a great deal of research, attending a Geological Society of America meeting, and working with geologists to finalize the text. I think this background would be useful in reviewing some of the issues facing GCSD.
- I have worked closely with government entities for most of my career. I have served on and chaired numerous City and Community committees. I understand the constraints placed on government and the value good government provides. I have always had a good relationship with those I have worked with in government at all levels, with mutual respect and understanding.
- I am retired and have time to devote to this community.

I look forward to meeting with you and answering any questions you may have. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Barbara Dye', with a long horizontal flourish extending to the right.

Barbara Dye

Barbara Dye

WORK EXPERIENCE:

2014-present: **Volunteer**

2014-present: **Coastside Land Trust**. Assisted with preserve monitoring, wrote preserve management plans, designed training program for Peninsula Old Town Site, member of Stewardship Committee.

2015-present: **Fitzgerald Marine Reserve**. Completed docent training, now lead multiple school group tours per month.

2015-2016: **Hoover Elementary School, Burlingame**. Provided 10-week fossil education program to classes of third graders.

2015-present: **Half Moon Bay Historic Association**. Program Committee, part of team to develop and install interpretive signage on downtown Half Moon Bay buildings.

2014-present: **Coastside Democratic Club**. Board member, Secretary.

2015-present: **Parks Committee, Granada Community Services District**. Appointed committee member to recommend recreational options on District property.

2010-2013: **U.S. Peace Corps Volunteer**

2012-2013: **Peace Corps Volunteer Leader (60%)**, Queretaro, Mexico. Selected to serve at Peace Corps office to assist program staff, improve communications with Volunteers. Served as manager of the grants programs (normally a staff position), doubled number of Small Project Assistance grants, promoted increased funding from USAID, received "A+" review from Volunteers re program and communication. Developed flickr site to share photos by Volunteers.

2013: **Volunteer (40%) at Parque Nacional el Cimatario**, Queretaro, Mexico. Working with park staff, designed and implemented grant-funded interpretive signage and education program. Created photo bank and improved communication with the public.

2010-2012: **Volunteer at Bosque La Primavera National Protected Area**, Environmental Education Department. Increased knowledge of and awareness of geological history of the park by researching and writing a booklet in Spanish, *The Exciting History of Bosque La Primavera*, creating video simulations in English and Spanish, speaking to groups, and developing educational materials.

Implemented grant-funded programs: worked with community members to fabricate and install approximately 200 interpretive and informational signs in the park, worked with other staff to develop a new program to build support for the park in neighboring communities, identified needs and developed children's educational programs.

2008-2010, **Director of Institutional Advancement, Rolling Hills Prep School**. Responsible for communications, admissions, public relations, and fundraising for independent school serving grades 6-12; managed staff of five, plus volunteers.

- Increased annual fund donations in spite of economic downturn, increasing participation from 57% to 84%.
- Improved marketing and communications with parent and alumni community via electronic newsletter, print materials, multimedia presentations, volunteer cultivation.
- Developed Capital Campaign, fundraising, advertising, retention and communications plans.

2007-2008 **Consultant, Dye Environmental.** Provided consulting assistance to clients, including California Council of Land Trusts, Marymount College, South Bay Environmental Services Center.

2002-2007: **Executive Director, Palos Verdes Peninsula Land Conservancy.** Managed nonprofit organization dedicated to “preserving land and restoring habitat for the education and enjoyment of all.” Responsible for all aspects of the organization, including finances, stewardship, fundraising, human resources, education, and strategic planning. With the help of key staff:

- Doubled operational revenue, from \$900,000 to almost \$2 million per year; created new donor groups to provide ongoing donations, raising donated funds for operations from \$200,000 in 2002 to a projected \$650,000 in 2007.
- Increased professional staff, adding stewardship, education, and development positions; supervised numerous science-based restoration projects and large plant nursery.
- Managed successful capital campaign, raising \$18M to cover acquisition costs, including \$5.5M in private donations to cover required \$4M in local non-governmental contributions, balance placed in reserves, endowment.
- Developed excellent relationship with agencies, funders, including California Coastal Conservancy, Wildlife Conservation Board, US Fish & Wildlife Service, California Department of Fish and Game, Annenberg Foundation, Alcoa Foundation.
- Created and managed program-based financial system with ability to track expenses and revenues in ten program areas.
- Implemented policy manual, safety program, annual reports.
- Managed board transition from founder and 18-year president to new officers, with new strategic plan.

1997-2002: **Environmental Project Manager, The Ocean Trails Project.** Managed condition compliance for major development project. Liaison with California Coastal Commission, City of RPV, federal and state agencies. Wrote Amendment to Habitat Conservation Plan, Implementing Agreement, Environmental Assessment; Managed Coastal Amendments, completion of Mitigated Negative Declaration, other permits. Contracted for and supervised habitat restoration, park, trail and bikeway construction for 260-acre project; managed orders for 140,000 native plants including onsite nursery component.

1997 **Interim Director, Palos Verdes Art Center**

1993-1995: **Field Representative, Congresswoman Jane Harman**

Managed Congressional field office, handled district issues, including education, health care, seniors, the environment, welfare reform, immigration, trade, military base closures, and others. Served as liaison to the cities of the Palos Verdes Peninsula, Torrance, Lomita, San Pedro, and others. Drafted Congressional Record statements, letters and statements for the Congresswoman; handled constituent concerns, researched legislation, served as liaison to PVP, San Pedro, Torrance Chambers of Commerce.

1976-Present: **Writer**

Author of *La Apasionante Geología del Área de Protección de Flora y Fauna Bosque La Primavera*, 2013, APFFBLP.

Author of *Exploring the Palos Verdes Peninsula*, 2011, PVPLC.

Author of *Best Hikes on the Palos Verdes Peninsula*, 2007, PVPLC.

Researcher/Writer, Rymel Multimedia, RHE, 1995-96. Researched and wrote copy for history, science, daily life, arts timelines to accompany Scott-Foresman secondary school literature textbooks.

Author of *A Driving Tour of the Palos Verdes Peninsula*, Second Edition, 1992, published by Blikidy Press (my own publishing company, business organized 1992), First Edition 1988, PVIC.

Writer/Editor, *Community Forum* (RPV City Newsletter), 1988-1989.

Publicity Director, Historic Fallsington, Inc., 1984-1986.

Author of *Outings in the Greater Princeton Area*, published by the *Woman's Newspaper of Princeton*, 1983.

Contributor of articles to *PV News, Christian Science Monitor, Delaware Valley Magazine, Arts N.J.*, etc.

COMMUNITY SERVICE (partial list):

Point Vicente Interpretive Center, Docent, 1986-2010. Vice President, Los Serenos de Point Vicente, 1992-1993; Program Co-Chair, 1991; Director/Producer, *Palos Verdes -- A Place Set Apart*, 1989-90 (docent television show); Chair for Whale of a Day, major community event, 1993.

Palos Verdes Peninsula Chamber of Commerce, Board member, 2002-2007; 2009-2010. Chair of Board, 2006, Treasurer, 2007. Representative for South Bay Association of Chambers of Commerce, 2005-2007.

Rancho Palos Verdes Finance Committee, 2009-2010. Reviewed City's financial presentations, provided citizen oversight for expenditures.

Rancho Palos Verdes General Plan Review Committee, 2008-2009. Proposed changes and updates to the City's General Plan.

The Affinity Group, The Volunteer Center, South Bay, member 2007-2010, supported local volunteer center.

Peninsula Education Foundation, 1996-1998. Vice President, Community Relations; Publicity Chair.

Women and Children First, 1997-2001. Board member, coalition of groups for information sharing and lobbying on issues affecting women and children.

Portuguese Bend Pony Club, 1996-2002. Assistant District Commissioner, 1998-2002, Newsletter Editor.

Friends of Point Vicente Interpretive Center, President 1989-90, 1991-97. Organized the creation of non-profit support group. Supervised major fundraiser.

Palos Verdes Peninsula Land Conservancy, Board Member 1988-1997, Secretary 1989-91. Organized and chaired Nature Walk Committee, led walks and taped them for TV; organized and chaired "*Picture Palos Verdes*" Photo Contest, 1990, 1991; hired Educator/Naturalists, worked with PVPUSD to create a local-habitat based education program for elementary schools.

Palos Verdes Peninsula PTAs

PVP Council of PTAs, Co-President, 1993-94. Led coalition of twelve units, with total gross budget of over \$1M, initiated charitable outreach to shelters.

Legislation Representative, 1988-2001. Researched legislative matters, wrote monthly legislation report for all PTA newsletters and several district wide mailings on education issues. Lobbied legislators in Sacramento regarding education issues, 1988-2001.

Producer, *Spotlight on Our Schools*, 1992-93, 1997. Conceived, organized and produced television show hosted by PVPUSD Superintendent.

33rd District PTA, Legislation Coordinator, 1995-1997. Coordinated legislative activities for much of L.A. County (20 school districts); organized legislative conferences, Sacramento Safari.

Rancho Palos Verdes Trails Committee, 1987-1991, Chair 1989-1991. Wrote new Conceptual Trails Plan for the City, adopted by City Council. Reviewed development proposals for trails concerns.

HONORS AND AWARDS:

Woman of the Year, Assembly District 54, 2009; nominated by Mayor of my City for my work on open space preservation, recognized on Assembly floor in Sacramento, CA; commendation from all local elected officials for the award;

Legend in Our Time Award, The Affinity Group of the Volunteer Center South Bay, 2007;

20-year Award, Los Serenos de Pt. Vicente, Local museum docent group, 2007;

Commendation from County of Los Angeles, 2007, other elected officials for tenure as Board Chair, Chamber of Commerce;

AAUW Status of Women Award, 2005.

Commendation from Janice Hahn and City of Los Angeles, 2003.

PTA Honorary Service Awards: **California State PTA Golden Oak Award**, 1995 (highest award), Palos Verdes Peninsula High School, 1997; PVP Council of PTAs, 1992, Vista Grande PTA, 1991

Los Angeles County Recognition Plaque, 1998.

California Legislature Assembly Certificate of Recognition, 1995

Los Angeles City Council Certificate of Recognition, 1995.

President's Award, Palos Verdes Peninsula Land Conservancy, 1993

Conservation Education Award, Palos Verdes/South Bay Audubon Society, 1993

Rancho Palos Verdes City Tile, 1992

EDUCATION:

B.A in Geology with minors in French and Art History, Bryn Mawr College, Bryn Mawr, PA 19010.

GRANADA
Community Services Dist

MAY 30 2017

Rec'd By: Be

May 30, 2017

Board of Directors
~~Chuck Duffy, General Manager~~

Granada Community Services District
504 Ave. Alhambra El Granada, CA 94018

Re: Appointment to the District Board

Honorable Board,
Dear ~~Mr. Duffy,~~

I was just informed that there is a need for a new member of your board because Mr. Lohman has moved out of the district.

I would very much appreciate being considered as a possible replacement for Mr. Lohman. I believe that all of members of your board know who I am being that I have attended many of your meetings over the years. In summary I am a general contractor in the area and have been a resident of El Granada since November of 1987. We have raised our family here and presently live at 136 Francisco St. just one block down the street from where Mr. Lohman lived. As you know, I am in the middle of project where I am constructing two triplexes on the corner of Ave. Portola and Coronado St. When I finish that project I will be retiring and will have even more time to serve my community if you allow me to serve on your board. Along with all of the variety of construction that I have done in my life I have also had the experience of building about a dozen homes here in El Granada. I am therefore very familiar with the sewer application process. With my experience as a contractor I feel that I would be a great asset to the board in that I would be able to give insights as to what contractors or owner/builders for that matter have to consider when it comes to building in the area. That would be very valuable to your board when implementing existing policies or creating new ones. Having a retired contractor of the board would help the district more fully understand the monetary effect of the decisions that make. I know the actual process of installing sewer laterals and what is involved when dealing with a parcel that is not the "typical" lot. That types of practical experience would be helpful to the district as they communicate in a board meeting and with the public

who cannot understand all that is involved when they want to hook up to the sewer system.

Being that I am self employed I have never needed to create a resume but I feel that you probably would want to know a little more about my qualifications.

I graduated from Westmoor High School in Daly City.

Graduated from Brigham Young University in 1979 with a bachelor of science in zoology

I worked my way through college working every summer as a carpenter.

After graduating from college I worked in the financial field and then because of my love for construction I returned to that industry in about 1981.

I get along well with everyone and like to consider myself very fair in all of my dealings with those who I come in contact with.

I would greatly appreciate your consideration for this open position on the board.

Sincerely,



Steve Conran

ITEM #2

AGENDA MEMORANDUM

To: Board of Directors
From: Delia Comito, Assistant General Manager
Subject: Consideration of Resolution Appointing Board Member & Oath of Office
Date: June 1, 2017

This Item is to approve the Resolution appointing the new Board Member and to administer the Oath of Office. The draft Resolution and Oath are attached.

GRANADA COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2017-____

**RESOLUTION APPOINTING DIRECTOR TO FILL A VACANCY
ON THE BOARD OF DIRECTORS OF THE
GRANADA COMMUNITY SERVICES DISTRICT**

WHEREAS, on and effective April 24, 2017, the District received a letter of resignation from Director Ric Lohman, who resigned his seat as a Member of the Board of Directors of the Granada Community Services District;

WHEREAS, on May 11, 2017, the remaining Members of the District Board elected to fill the vacancy created by the resignation of Ric Lohman by appointment, pursuant to Government Code Section 1780.

NOW, THEREFORE BE IT RESOLVED, that the remaining Members of the District Board, pursuant to subdivision (d) of Government Code Section 1780, electing to appoint a Director to fill the Board vacancy created by the resignation of Ric Lohman, hereby appoint _____ to serve as a Member of the District Board of Directors for the remaining term of Ric Lohman, which expires November 2018.

The above and foregoing Resolution was duly and regularly passed and adopted at the Special Meeting of the Board of Directors of the Granada Community Services District held on the 1st day of June, 2017, by the following vote;

AYES:
NOES:
ABSENT:
ABSTAIN:

Approved:

Jim Blanchard, President

Countersigned:

Delia Comito, Secretary

OATH OF OFFICE

The undersigned duly elected Director of the Granada Community Services District makes this Oath of Office in accordance with Article XX, Section 3 of the Constitution of the State of California and Section 1360 of the California Government Code as follows:

I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

I declare under penalty of perjury of the laws of the State of California that the foregoing is true and correct.

Dated: June 1, 2017

Signature: _____
(NAME)

ITEM #3

AGENDA MEMORANDUM

To: Board of Directors
From: Delia Comito, Assistant General Manager
Subject: Election of Board Vice President
Date: June 1, 2017

The Board must appoint a Board Vice President to fill the office vacated by Director Lohman, serving through December 2017. The Vice President assumes the duties of President in his absence.

The election process is listed below:

- The President opens nominations for the position of Vice President.
- Directors may nominate someone for the position.
- The President closes nominations.
- The Board may hold a discussion regarding the nominations.
- A motion and a majority vote is needed to approve.

The new Vice President shall take their position immediately.

ITEM #4

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors
From: Delia Comito, Assistant General Manager
Subject: Appointment of SAM Representative
Date: June 1, 2017

In December 2016, Directors Woren and Lohman were appointed to be the District Representatives to the Sewer Authority Mid-Coastside (SAM), and Director Blanchard the alternate. The Board must appoint a replacement to serve on the SAM Board through December 2017, to fill the appointment vacated by Director Lohman. The appointed Representative is expected to attend all regular and special meetings of the SAM Board. Regular meetings are currently held on the second and fourth Monday of the month, at 7:00 p.m., in the SAM Administration Building in Half Moon Bay.

Pursuant to the Joint Powers Agreement (JPA), each member agency, being the City of Half Moon Bay, GCSD, and Montara Water & Sanitary District, shall designate and appoint, by resolution, two representatives to SAM, and these six representatives constitute the full SAM Board of Directors. Each member agency must also appoint one alternate director who may assume all rights and duties of an absent director.

The SAM Directors and alternate serve at the pleasure of the board and may be removed at any time, with or without cause, at the sole discretion of the board.

SAM Directors receive \$145.00 for each meeting attended, \$100.00 paid by SAM and \$45.00 paid by GCSD.

The appointment process is listed below:

- President opens nominations for SAM Representative.
- Directors may nominate someone for the position.
- The President closes nominations.
- The Board may hold a discussion regarding the nominations.
- A motion and a majority vote is needed to approve.

Under the following Agenda Item, the Board shall adopt a resolution to appoint the new SAM Representative.

GRANADA COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2017-__

**RESOLUTION TO APPOINT REPRESENTATIVE TO
REPLACE RIC LOHMAN AS BOARD MEMBER ON THE
SEWER AUTHORITY MID-COASTSIDE BOARD OF DIRECTORS**

WHEREAS, the Joint Powers Agreement creating the Sewer Authority Mid-Coastside (“Agreement”) is an agreement forming and authorizing the Sewer Authority Mid-Coastside Joint Powers Authority (“SAM”), and the Granada Community Services District (“District”) is a SAM Member Agency; and

WHEREAS, Section III(B) of the Agreement concerning “Designation of Directors” requires the District as a Member Agency to designate and appoint, by resolution of its governing body, two (2) representatives and one (1) alternate to act as directors for the Board of Directors for SAM; and

WHEREAS, Ric Lohman vacated his seat on the District Board of Directors effective April 17, 2017, and was one of the District appointed Representatives serving on the SAM Board of Directors, and the District wishes to appoint a replacement representative.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Granada Community Services District as follows:

_____ is appointed as the replacement Granada Community Services District Representative to serve as Board Member on the Sewer Authority Mid-Coastside Board of Directors.

The above and foregoing Resolution was regularly introduced and thereafter adopted and passed and adopted at the special meeting of the Board of Directors of the Granada Community Services District held on June 1, 2017, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Approved:

Jim Blanchard, President

Countersigned:

Delia Comito, Secretary

ITEM #5

AGENDA MEMORANDUM

To: Board of Directors
From: Delia Comito, Assistant General Manager
Subject: Appointing Representative to the San Mateo County Chapter of the California Special Districts Association
Date: June 1, 2017

Director Ric Lohman was the District Representative to the San Mateo County Chapter of the California Special Districts Association (CSDA), which is appointed annually at the December or January board meeting when the election of Board Officers is held. Due to Director Lohman's resignation, the Board or the Board President may appoint a new representative to serve for the remainder of the year. Any Director with an interest in serving as the District Representative must be nominated, then appointed by a majority vote.

The CSDA holds quarterly meetings on the first Tuesday in February, May, August, and November at the Sequoia Health Care District offices in Redwood City. The District Representative is eligible for mileage reimbursement at the rates set by the IRS, which is currently 53.5 cents per mile. Reimbursement forms are available from District Staff.

The appointed representative shall have the authority to select an alternate to attend the California Special Districts Association meetings if the representative is unable to attend.