

# NOTICE & AGENDA



## Regular Meeting of the Monterey Regional Waste Management Authority Board of Directors

July 21, 2023, 9:00 a.m.

In-Person: [Bales Board Room](#)

Virtually: <https://us02web.zoom.us/j/85047111717>

Meeting ID: 850 4711 1717

*Please see meeting information notice at the end of this agenda for more details.*

### Call to Order

### Just Cause Notifications and Emergency Circumstance Requests (AB 2449)

#### Roll Call & Establishment of Quorum

Chair: Jason Campbell, City of Seaside

Vice Chair: Jerry Blackwelder, City of Sand City

Directors: Leo Laska, Pebble Beach Community Services District

Bruce Delgado, City of Marina

Kim Shirley, City of Del Rey Oaks

Wendy Root Askew, County of Monterey

Bill Peake, City of Pacific Grove

Kim Barber, City of Monterey

Karen Ferlito, City of Carmel-by-the-Sea

### Pledge of Allegiance

#### Public Communications

*Anyone wishing to address the Board on matters not appearing on the agenda may do so now. Please limit comments to a maximum of three (3) minutes. The public may comment on any other matter listed on the agenda at the time the matter is being considered by the Board. For information about submitting public comments in writing in advance of the meeting, please see the Meeting Information section of this agenda.*

#### Consent

*These matters include routine financial and administrative actions, which are usually approved by a single majority vote. Individual items may be removed from consent for discussion and action.*

1. Approve Minutes of January 20, 2023, Regular Authority Board Meeting.
2. Adopt Resolution (2023-1A) Establishing Investment Policy Guideline for Authority for Fiscal Year 2023/24.

#### Physical Address

14201 Del Monte Blvd.  
Salinas, CA 93908

#### Mailing Address

P.O. Box 1670  
Marina, CA 93933

#### Phone / Fax

831-384-5313 PHONE  
831-384-3567 FAX

#### Web / Social

ReGenMonterey.org  
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## Discussion/Action

## Staff Reports

## Other Correspondence

3. Letter from Special Districts Risk Management Authority (SDRMA) RE: Notification of Election Ballot – 2023 SDRMA Board of Directors Election.

## General Manager Communications

## Board Communications

### Closed Session

*As permitted by Government Code Section 54956 et seq., the Board may adjourn to a closed session to consider specific matters dealing with litigation, certain personnel matters, real property negotiations or to confer with the ReGen Monterey's Meyers-Milias-Brown Act representative.*

### Return to Open Session

*Please note: A report out and announcement concerning the closed session will be provided. Anyone requesting a report out of closed session items may contact the board clerk.*

## Adjournment

**Next Meeting Date: January 19, 2024**

## MEETING INFORMATION

**Virtual & Regular Meeting Notice:** The meeting will be held (1) virtually via Zoom and is compliant with California Government Code Section 54953(e)(1)(A), with Governor Newsom's executive Order N-29-20 and with the Recommendation of the Monterey County Health Official dated September 22, 2021, regarding social distancing including remote meetings of legislative bodies, which together allow local legislative bodies to hold public meetings electronically or via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and address the local legislative body to avoid public gatherings, and which suspended all contrary provisions of the Brown Act, and (2) as a regular meeting.

**To join the Zoom webinar:** Click on this link: <https://us02web.zoom.us/j/85047111717> copy/paste the link into your browser, or type the link into your browser. If your computer does not have audio, you will also need to join the meeting via phone. To participate via phone, please call: 1-669-900-9128; Meeting ID: 850 4711 1717

**Public Comments:** If you are unable to participate virtually or via telephone, you may also submit your comments by e-mailing the board clerk at [IGonzales@ReGenMonterey.org](mailto:IGonzales@ReGenMonterey.org) with one of the following subject lines "Public Comment Item #" (insert the item number relevant to your comment) or "Public Comment - Non Agenda Item". Comments must be received by 4 p.m. on the



day prior to the scheduled meeting. All submitted comments will be provided to the Board and may be read into the record or compiled as part of the record.

**Posting Information**

This agenda was posted at the ReGen Monterey administrative offices at 14201 Del Monte Blvd, Salinas, CA, 93908. The agenda, including staff reports and additional information regarding these items, are available on our website at [ReGenMonterey.org](http://ReGenMonterey.org) and our administrative office during regular business hours (additional fee may apply for copying).

This agenda is subject to revision and may be amended prior to the scheduled meeting. If amended, a final agenda will be reposted.

**Accessibility**

All meetings are open to the public. ReGen Monterey does not discriminate against persons with disabilities and the boardroom is wheelchair accessible. In compliance with the Americans Disabilities Act, if you need special assistance to participate, please contact Board Clerk, Ida Gonzales at 831-384-5313 or email [IGonzales@ReGenMonterey.org](mailto:IGonzales@ReGenMonterey.org). Notification 48 hours prior to the meeting will enable us to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible. Recordings of meetings can be provided upon request.

# MINUTES



## Draft Regular Meeting of the Monterey Regional Waste Management Authority Board of Directors

January 20, 2023, 9:00 a.m.

### Board Members Present:

Chair: Jason Campbell, City of Seaside  
 Vice Chair: Kim Shirley, City of Del Rey Oaks

Directors: Leo Laska, Pebble Beach Community Services District  
 Bruce Delgado, City of Marina  
 Jerry Blackwelder, City of Sand City  
 Wendy Root Askew, County of Monterey  
 Bill Peake, City of Pacific Grove  
 Karen Ferlito, City of Carmel-by-the-Sea

**Absent:** Kim Barber, City of Monterey

**Staff Members Present:** Felipe Melchor, General Manager  
 Rob Wellington, Legal Counsel  
 Guy Petraborg, Director of Engineering & Compliance  
 Zoe Shoats, Director of Communications  
 Helen Rodriguez, Director of Finance & Administration  
 Berta Torres, Human Resources Manager  
 David Ramirez, Senior Engineer  
 Garth Gregson, Accounting Manager  
 Kristin O'Hara, Communications and Public Education Manager  
 Ida Gonzales, Executive Assistant/ Board Clerk  
 Rosemary Perez, Accounting Technician  
 Erica Espinoza, Accounting Assistant  
 Ana Quiroz, Administrative Support Specialist II  
 Jessica Dakis, Human Resources Technician  
 Fatima Ochoa, Human Resources Coordinator

### Call to Order at 9:00 a.m.

### Roll Call & Establishment of Quorum

Notice duly given and presence of a quorum established, the January 20, 2023 Regular Meeting of the Monterey Regional Waste Management Authority Board of Directors was called to order by Chair Campbell at 9:00 a.m.

### Pledge of Allegiance

A moment of silence was held in honor of James "Jay" Martinez Jr.

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### **Election of Officers**

*It was moved by Director Blackwelder and seconded by Director Laska To: Appoint Director Campbell to serve as Chair and Director Shirley to serve as Vice Chair.*

#### **The Motion was passed by the following vote:**

<i>Director Askew: Yes</i>	<i>Director Delgado: Yes</i>	<i>Director Peake: Yes</i>
<i>Director Barber: Absent</i>	<i>Director Ferlito: Yes</i>	<i>Vice Chair Shirley: Yes</i>
<i>Director Blackwelder: Yes</i>	<i>Director Laska: Yes</i>	<i>Chair Campbell: Yes</i>

No Public Comments on this item.

### **Public Communications**

*Anyone wishing to address the Board on matters not appearing on the agenda may do so now. Please limit comments to a maximum of three (3) minutes. The public may comment on any other matter listed on the agenda at the time the matter is being considered by the Board. For information about submitting public comments in writing in advance of the meeting, please see the Meeting Information section of this agenda.*

There were no public comments.

### **Consent**

These matters include routine financial and administrative actions, which are usually approved by a single majority vote. Individual items may be removed from consent for discussion and action.

- 1) Approve Minutes of July 21, 2022, Regular Authority Board Meeting.

*It was moved by Director Vice Chair Shirley, seconded by Director Askew To: Approve the Minutes of July 21, 2022, Regular Authority Board Meeting.*

#### **The Motion was passed by the following vote:**

<i>Director Askew: Yes</i>	<i>Director Delgado: Yes</i>	<i>Director Peake: Yes</i>
<i>Director Barber: Absent</i>	<i>Director Ferlito: Abstained</i>	<i>Vice Chair Shirley: Yes</i>
<i>Director Blackwelder: Yes</i>	<i>Director Laska: Yes</i>	<i>Chair Campbell: Yes</i>

No public comments on the consent agenda.

### **ADJOURNMENT**

There being no further business to come before the Board at this time, the January 20, 2023. Regular Meeting of the Monterey Regional Waste Management Authority Board of Directors was adjourned by Chair Campbell at 9:08 a.m.

#### **RECORDED BY:**

\_\_\_\_\_  
Ida Gonzales  
Executive Assistant/ Board Clerk

#### **AUTHENTICATED BY:**

\_\_\_\_\_  
Felipe Melchor  
General Manager/Secretary

# MEMO



**Consent**  
**Item #: 2**

Meeting Date: July 21, 2023

To: Board of Directors  
From: Helen Rodriguez, Director of Finance and Administration  
Approved by: General Manager, Felipe Melchor

**Subject: Recommend Board Adopt Resolution 2023-1A Establishing the Investment Policy and Guidelines for Fiscal Year 2023/2024**

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## **Recommendation**

That the Board adopt Resolution 2023-1A establishing the Monterey Regional Waste Management Authority (Authority) Investment Policy and Guidelines for Fiscal 2023/2024 (Attachment A) and direct staff to establish an annual investment policy (Exhibit A).

## **Background and Discussion**

California Government Code Section 53646(a)(2) states that the treasurer or chief fiscal officer of any local agency may annually render to his/her legislative body and any oversight committee an investment policy, which the legislative body shall consider at a public meeting.

It is Staff's opinion that an investment policy should always be in place. While no longer required by statute, it is in the best interest of the Authority to present and discuss the policy at a public meeting, and then have the policy approved by a vote of the Board. A public vote signifies that the Authority shares fiduciary responsibility with the chief fiscal officer, increases the authority and legitimacy of the investment policy, and provides transparency and disclosure.

Local agencies may invest only in those instruments specified in State law. Government Code Sections 16429.1, 53601, 53601.6, 53601.7, 53601.8, 53635, 53635.2, 53638, and 53684 include a number of requirements on how and where public money may be invested. The Authority Investment Policy and Guidelines, unchanged from the prior year, comply with these limitations. Staff is recommending its approval.

## **Financial Impact**

There is no financial impact associated with adoption of Resolution 2023-1A establishing the Authority's Investment Policy and Guidelines for Fiscal 2023/2024.

## **Conclusion**

Board adoption is requested of Resolution 2023-1A establishing the Authority's Investment Policy and Guidelines for Fiscal 2023/2024 (Attachment A) and direct staff to establish an annual investment policy (Exhibit A).

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*Monterey Regional Waste Management Authority*

**RESOLUTION NO. 2023-1A**

**A RESOLUTION OF THE  
MONTEREY REGIONAL WASTE MANAGEMENT AUTHORITY  
ESTABLISHING REGEN'S INVESTMENT POLICY AND GUIDELINES  
FOR THE FISCAL YEAR 2023/24**

**-oOo-**

**WHEREAS;** the legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 16429.1, 53601, 53601.6, 53601.7, 53601.8, 53635, 53635.2, 53638 and 53684, and et seq; and

**WHEREAS;** the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern and has passed legislation to restrict permissible investments and promote oversight procedures; and

**WHEREAS;** it is necessary to establish the policy and guidelines for the Monterey Regional Waste Management Authority (Authority) to invest public funds in a manner which will provide a high level of safety and security of principal; and

**WHEREAS;** the Director of Finance and Administration shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the legislative body at a public meeting; and

**WHEREAS;** the Authority's Investment Policy and Guidelines for Fiscal Year 2023/24 has been developed and presented to this Board this date;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Monterey Regional Waste Management Authority that it does hereby adopt the attached (EXHIBIT A) Investment Policy and Guidelines and authorizes and directs the Director of Finance and Administration to use said Policy and Guidelines in the investment of the Authority's funds.

**PASSED AND ADOPTED** at a regular meeting by the Board of Directors of the Monterey Regional Waste Management District Authority duly held on July 21, 2023, by the following votes:

**AYES:**

**NOES:**

**ABSENT:**

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Jason Campbell, Chair of the Board

**ATTEST:**

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Felipe Melchor  
General Manager/Board Secretary

**MONTEREY REGIONAL WASTE MANAGEMENT AUTHORITY**  
**EXHIBIT A**

**INVESTMENT POLICY AND GUIDELINES**  
**FOR FISCAL YEAR 2023/2024**

**I. Policy**

It is the policy of the Monterey Regional Waste Management Authority (Authority) to invest public funds in a manner that will provide a high level of safety and security of principal. Given this level of safety, the investment return will be maximized while meeting the cash flow demands of the entity and conforming to all state and local statutes governing the investment of funds.

**II. Scope**

It is intended that this policy cover all funds (except checking account funds) and investment activities under the direction of the Authority.

**III. Prudence**

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

**IV. Objectives**

The primary objectives, in priority manner, of the investment activities of the Authority shall be:

- 1) Safety. Safety of principal is the foremost objective of the investment program. Investments of the Authority shall be undertaken in a manner that seeks to ensure preservation of capital in the portfolio.
- 2) Liquidity. The investment portfolio of the Authority will remain sufficiently liquid to enable the Authority to meet its cash flow requirements.
- 3) Return on Investment. The investment portfolio of the Authority shall be designed with the objective of attaining a market rate of return on its investments consistent with the constraints imposed by its safety objective and cash flow considerations.

**V. Delegation of Authority**

The management responsibility for the investment program is hereby delegated to the Director of Finance and Administration who shall monitor and review all investments for consistency with this investment policy. No person may engage in an investment transaction except as provided under the limits of this policy.

**VI. Ethics and Conflict of Interest**



Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions.

## **VII. Permitted Investment Instruments**

The following are the authorized investment instruments for the Authority:

- 1) **Local Agency Investment Fund (LAIF).** Investment of funds in the California LAIF which allows the State Treasurer to invest through the Pooled Money Investment Account (PMIA). Maximum investment is subject to state regulation.
- 2) **Treasury Bills and Notes.** United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- 3) **Securities of the U.S. Government or its Agencies.** Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- 4) **Certificates of Deposit.** Negotiable certificates of deposit in FDIC or FSLIC insured accounts, issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section.

## **VIII. Reporting Requirements**

Monthly investment reports shall be submitted to the Board. The report shall include the type of investment, issuer, date of maturity, current annual yield, and cost, market and par values. In addition, reports will include certification that:

- 1) All investment actions executed in the latest report have been made in full compliance with the Investment Policy and;
- 2) There are adequate funds to meet budgeted and actual expenditures for the next six months for the Authority.



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2023 BOARD OF DIRECTORS ELECTION

## OFFICIAL ELECTION BALLOT ATTACHED

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This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

### ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Election Ballot (Action Required)
- Candidate's Statements of Qualifications (4)



## SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2023.

On May 11, 2023, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2022-06 Establishing Guidelines for Director Elections. The Election Committee confirmed that (4) candidates met the qualification requirements, and those names are included on the Official Election Ballot.

The Official Election Ballot along with a Statement of Qualifications as submitted by each candidate is posted to the SDRMA MemberPlus portal along with these instructions. Election instructions are as follows:

1. The Official Election Ballot must be used to ensure the integrity of the balloting process.
2. Print a copy of this ballot, then select up to three (3) candidates. Your agency's governing body must approve the Official Election Ballot at a public meeting. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot **MUST** be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 8, 2023 to the address below. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority  
Election Committee  
1112 "I" Street, Suite 300  
Sacramento, California 95814
4. The four-year terms for newly elected Directors will begin on January 1, 2024, and terminate on December 31, 2027.
5. Important balloting and election dates are:
  - **August 8, 2023: Deadline for members to return the signed Official Election Ballot.**
  - **August 9-11, 2023:** Ballots are opened and counted.
  - **August 10-11, 2023:** Election results are announced, and candidates notified.
  - **November 1-2, 2023:** Newly elected Directors are invited to attend SDRMA board meeting (Sacramento).
  - **January 2024:** Newly elected Directors are seated, and Board officer elections are held.

Please do not hesitate to contact SDRMA's Management Analyst Candice Richardson at [crichardson@sdrma.org](mailto:crichardson@sdrma.org) or 800-537-7790 if you have any questions regarding the election and balloting process.

**OFFICIAL 2023 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 at SDRMA on or before 4:30 p.m., Tuesday August 8, 2023. Faxes or electronic transmissions are NOT acceptable.

- ROBERT SWAN (INCUMBENT)**  
Director, Groveland Community Services District
  
- ACQUANETTA WARREN**  
Vice Chair, Local Agency Formation Commission for San Bernardino County
  
- JESSE CLAYPOOL (INCUMBENT)**  
Board Chair, Honey Lake Valley Resource Conservation District
  
- SANDY SEIFERT-RAFFELSON (INCUMBENT)**  
General Manager, Herlong Public Utility District

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2023 by the:

\_\_\_\_\_

**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) 962-7131 Cell 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 have been a member of the SDRMA Board for two terms. I would like to be elected to a third term because:

1. As a board member of Groveland CSD, I am very aware of the great value that smaller districts get from their membership in SDRMA, and I'd like to continue to support the Authority's great member services.
2. While the organization continues to operate well, thanks to its experienced and motivated staff, we are once again going through a period of management change. I believe that Board continuity is particularly important at such a time.
3. The California re-insurance market continues to be challenging. I believe that my eight years of board experience will be helpful as we negotiate the potentially tricky economic future.
4. Personally, I feel that we have a very well-functioning and collegial Board, and I find it both challenging and enjoyable to be part of it.

**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, presently Vice President. I am our representative on the CSDA Legislative Committee (and a member in my own right), and on the Alliance Executive Council.
2. Groveland CSD Board: Member since appointment in June 2013. I was Board President 2014-2018.
3. Member of Board of Southside Community Connections, which is a 501(c)(3) nonprofit in Groveland that provides transportation, educational, social and recreational services to seniors and differently-abled folks in the Groveland area. I was on this Board from 2018 through 2022, mostly as Treasurer.
4. Board Member (Treasurer) of Pine Cone Performers, a local community choral and acting group, since 2010.

**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)**

Background: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry as engineer, engineering manager, business unit director.

Skills, etc.: Very familiar with financial reports and cost accounting. Working knowledge of computer and communications technology. In my work life, I managed geographically distributed organizations with up to 150 technical personnel and up to \$120 million in annual sales. I'm pretty good at helping groups work together to achieve consensus (or, failing that, acceptable compromise).

In recent years, most of my volunteer work has been in driving folks (who can't drive themselves) to medical appointments, shopping, and the like. This is one of the services of Southside Community Connections.

I'm also a pretty decent choral singer, but that's not relevant to this application.

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

Our vision statement is "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". To achieve this vision, I believe we must focus on:

(1) maintaining long-term financial stability, by ensuring that there is a fair allocation of cost versus risk across the membership, continuously evaluating the appropriate level of risk retention, and using creative ideas like our "captive" reinsurance agency to enhance our cash position.

(2) continue to expand our risk management training and assistance services. We have made significant improvements in this area by bring it internal to the Authority.

(3) continue to emphasize services to our core membership: small to mid-sized districts with limited options for insurance.

(4) ensure that SDRMA remains a desirable workplace, and maintain our highly-qualified and responsive staff.

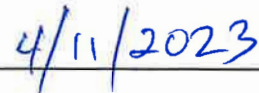
Above all, remember that this is an insurance pool, owned by its member agencies, and maintain an overarching focus on member service and support. Make certain that we will be here for our members.

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



**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\* **ACQUANETTA WARREN**  
District/Agency **Local Agency Formation Commission (LAFCO) for San Bernardino County**  
Work Address **1170 W. Third Street, Unit 150, San Bernardino, CA 92415-0490**  
Work Phone **(909)388-0480** Home 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)**

As a City Mayor I have been fortunate to serve on regional boards that include special district representation: San Bernardino Countywide Oversight Board and Southern California Water Coalition's Board of Trustees. I realize that special districts, especially the smaller districts, are not included in the conversation for a variety of matters. Currently, I serve on San Bernardino LAFCO and the California Association of LAFCOs, which do have robust special district representation. I believe that my skills, experience, and understanding can contribute to SDRMA. Specifically, I want to contribute by developing programs that would help member agencies maximize their protection and minimize their risks.

**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 currently serve as mayor for the City of Fontana. This is my fourth term, and my focus has been bolstering economic development, creating educational opportunities, improving public safety, and advocating for a healthier community. As mayor, I have been fortunate to serve on:

- San Bernardino LAFCO since 2014, serving currently as Vice Chair of the Commission. I am also a Board Member of the statewide organization of LAFCOs, CALAFCO, serving as Treasurer
- San Bernardino County Transportation Authority: Board of Directors, General Policy Committee, and Transit Committee
- San Bernardino County Racial Equity Committee for the San Bernardino Council of Governments
- San Bernardino Countywide Oversight Board

In addition, I am the current Chair for the Southern California Water Coalition's Board of Trustees as well as Co-Chair of its Task Force for Water Equity, Access, and Affordability.

**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)**


Aside from being Mayor for the City of Fontana, I am currently the District Director for the Second Supervisorial District for San Bernardino County and I coordinate district services and communications with constituents, I oversee community outreach efforts, as well as supervise district staff.

In addition to local-level involvement, I have served on the State Park Commission and as a trustee of the United States Conference of Mayors, an official non-partisan organization of cities in the United States with populations of 30,000 or more. I have also served in community organizations such as Water/Recycled Water Projects and Development Processing for New Communities, Casa Colina Rehabilitation Hospital Board of Directors, and the Upland YMCA Board of Directors.

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

My vision for SDRMA is to ensure that it continues to be the best risk management agency, who will continue to listen and communicate with its member agencies. I would strive to make sure SDRMA continues to provide excellent service, provide educational and training programs that are beneficial to its member agencies, and offer more resources that add value to its members. Lastly, I want to make sure SDRMA operates in the highest ethical manner with complete transparency.

**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 4/25/2023



**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\* Jesse D. Claypool  
District/Agency Honey Lake Valley Resource Conservation District  
Work Address USDA Service Center 170 Russell Avenue, Suite C, Susanville, CA 96130  
Work Phone 530-257-7271 Cell Phone 530-310-0232

\*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)**

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special district. In addition, I am eager to continue working with SDRMA staff and fellow Board members, providing relevant and affordable solutions, available to all special districts.

**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)**

The vast amount of understanding and experience that I've gained as a current member of the SDRMA Board of Directors will undoubtedly aide as I continually strive to be an increasingly effective member of the SDRMA Board of Directors going forward.

In addition to being a current SDRMA Board member, I am currently Chairman of the Board for the Honey Lake Valley Resource Conversation District and a board member of a Regional Water Managment Group. Previously I have served on the following, Lassen County's Civil Grand Jury, two terms, CSDA Professional Development committee, two terms, Janesville Union School District trustee, Technical Advisory Committee for the prevention of violence against schools K-12, two terms, and CSDA Member Services committee, two terms.

**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 have attended various board member trainings and completed leadership and governance classes, including the following; CSDA's Extraordinary Leadership Training and CSDA's Special District Leadership Academy. I have received CSDA's Recognition in Special District Governance certificate and successfully completed Executive Education in Public Policy at University of Southern California, Sol Price School of Public Policy.

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

My continued vision for SDRMA is to be effective within the communities they serve. With focused attention to affordable solutions, administered by a team of highly dedicated professional staff, SDRMA will continue to be an industry leader providing affordable solutions to its members.

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 4/20/2023

**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\* Sandy Seifert-Raffelson  
District/Agency Herlong Public Utility District  
Work Address 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? (Response Required)**

I am a current Board member of SDRMA and feel that I have added my financial and general manager background to make a better-informed decision for SDRMA 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 35 plus years' experience in accounting and special districts.

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 limited revenue and staff. My experience in small districts give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise within. 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) (Response Required)**

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board, Vice-President and currently President. I have served on CSDA's Audit and Financial committee's for several year; I have served on the SDLF Board and current President; Northeastern Rual Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 18 years; and UC Davis Equine Board. In the past 30 years, I have learn that there is no "I" in Board and it can be very rewarding to part of a team that makes a difference for others.

As part of my many duties working for 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 projects 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 in the middle of a 14 million infrastructure project with SRF monies. I am also the primary administrator of two federal contract for utility services.

**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 have my Bachelor's Degree in Business with a minor in Sociology. I have audit small districts and worked for a small district for almost 18 years. 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.

With HPUD and with SDRMA both boards and employees have worked hard to receive their District of Distinction and their District of Transparency.

I feel I am a good leader with people skills that can accomplish what is necessary to keep a District or JPA moving forward.

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

SDRMA Staff and Board work together to bring Special Districts affordable insurance for the pool they serve. By

listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would continue advocating for these continued efforts and rewarding continue education for all Districts and employees.

I see SDRMA pool continuing for centuries and serving those needs.

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 *Janet Seifert Rappelson* Date 4/17/2023