



# MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

*"Providing Quality Emergency Response And Fire Protection For The Public"*

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## Minutes

Mi-Wuk Sugar Pine Fire Protection District

Board of Directors

Regular Meeting, 7:00 PM, Tuesday, June 11, 2019

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order 7:00 PM
2. Pledge of Allegiance
3. Roll Call
  - a. President Klipple - Present
  - b. Vice President Doss - Present
  - c. Treasurer Massman - Present
  - d. Director McDonald - Present
  - e. Director Afshar - Present
  - f. Also Present:
    - i. Chief McClintock - Present
    - ii. Office Manager Dahlin - Present
    - iii. Guests: Chris Coulter, SCI
4. Oral Communications: This is the time for the public to address the Board of Directors on any matter not on the agenda, but within the jurisdiction of the Board of Directors. Each person shall be permitted to speak for no more than 5 minutes; persons speaking on the behalf of an organization may speak for no more than 15 minutes. Those wishing to speak on a matter that is on the agenda may do so at the time the item is taken up by the Board of Directors. Toni Richardson informed the board that MAHA is in discussions with Supervisor Kirk about an emergency siren at the Community Center. She said it could be a County responsibility, the sirens are 'grantable' and perhaps the District could join in this discussion.
5. PUBLIC HEARING: Benefit Assessment for FY 19/20 and Engineer's Report
  - a. Open Public Hearing regarding Benefit Assessment for FY19/20 – 7:05 PM  
Review of Engineer's Report for Fire Protection and Emergency Response Services Assessment dated June 2019.
  - b. Public Comment – Chris Coulter, SCI, explained the Engineers Report and answered questions.
  - c. Close Public Hearing – 7:18 PM

6. Resolution No. 2019.06.11.1 Approving Engineer's Report, Confirming Diagram And Assessment, And Ordering The Levy Of Assessments For Fiscal Year 2019-20 For The Mi-Wuk/Sugar Pine Fire Protection District Fire Suppression And Protection Services Assessment; Moved to Approve: Director McDonald Seconded: Director Doss

Ayes:   5   Noes:   0   Absent:   0   Abstain:   0  

7. Approval of the Minutes of the May 14, 2019 Regular Meeting.

Moved to Approve: Director McDonald Seconded: Director Afshar

Ayes:   5   Noes:   0   Absent:   0   Abstain:   0  

8. Approval of the Minutes of the May 31, 2019 Special Meeting.

Moved to Approve: Director Massman Seconded: Director Afshar

Ayes:   5   Noes:   0   Absent:   0   Abstain:   0  

9. Written Communications:

- a. Letter from County of Tuolumne Re: Fleet Services hourly rate.
- b. Letter from SDRMA Re: newly released 2017-18 Annual Report.

10. Reports:

- a. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, read and elaborated on the written report that is in the meeting record.
- b. Community Assistance Support Team (CAST) Report: Steve McClintock, Fire Chief, reported on the following: Completed projects – locks rekeyed, door seals, siding fixed. Upcoming projects – remove/replace entry bricks, fix flooding issue, materials for building covers over walkways will be delivered June 24, work to begin June 25. Cordless phones and a security camera have been ordered. CALFIRE / VIP switched to tablets, inspections to begin Friday June 14. The District will look into buying tablets. Chief Krussow added that the doors to the lean-to have been completed.
- c. USFS Report; No report
- d. CAL FIRE Report; No report
- e. Highway 108 FireSafe Council Report; No report
- f. Chief's Report; Steve McClintock, Fire Chief, read and elaborated on the written report that is in the meeting record.
- g. Strategic Plan Update; Steve McClintock, Fire Chief, reported that they are in the process of rebuilding the committee. Toni Richardson will join the committee.
- h. District Policies & Procedures Committee; Director Doss, reported that they developed the Fire Chief Evaluation and updated the pay rates schedule to include the Intern Engineer position.
- i. Treasurers Report on Budget Committee and Financial Reports:  
Financial Reports for Month Ending April 30, 2019:
  - i. Tuolumne County Trial Balance
  - ii. Tuolumne County Budget Status
  - iii. Month End Cash on Hand History

Moved to Receive: Director McDonald Seconded: Director Doss

Ayes:   5   Noes:   0   Absent:   0   Abstain:   0

11. Discussion and Action Items:

- a. Review and adoption of the Preliminary Budget for FY 19/20 in the amount \$878,351, total all depts, pursuant to Health & Safety Code section 13890 and directing the Fire Chief to post a notice pursuant to section 13893.

Moved to Approve: Director McDonald Seconded: Director Doss

Ayes:   5   Noes:   0   Absent:   0   Abstain:   0  

- b. Discussion and/or Action on an ICS Type 6 Fire Apparatus Lease (With Purchase and/or Renewal Option) offered by Jim Krussow.

Moved to Approve: Director McDonald Seconded: Director Doss

Ayes:   5   Noes:   0   Absent:   0   Abstain:   0  

- c. Approval of sale of former E771 to Ebbetts Pass Fire for \$10,000 plus vehicle valued at \$500.

Moved to Approve: Director Massman Seconded: Director Afshar

Ayes:   5   Noes:   0   Absent:   0   Abstain:   0  

- d. Official 2019 Election Ballot for the SDRMA Board of Directors. Tabled

12. CLOSED SESSION Pursuant to Government Code section 54957: Public Employee Performance Evaluation.

13. Report on action taken in closed session: Completion of the evaluation has been postponed to a closed session at the next regular meeting.

14. Director's Comments and Requests: Directors may report about various matters involving the District or may request matters be included on subsequent meeting agenda(s) for discussion and/or action. Discussion will be limited to that necessary to clarify an issue or request. No action will be taken - There were no reports and no requests for future agenda items.

15. Final audience comments: Chief Krussow spoke about the Tuolumne County Grand Jury Report regarding Groveland.

16. Adjournment: 10:05 PM

Approved by the District Board of Directors in the meeting assembled July 09, 2019.

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Blythe Klipple, President

## Selection Criteria:

Fiscal Year 2019 Period 11 (May)  
Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
100100	Equity In Treasurers Pooled Ca	275,241.54	-3,773.21	271,468.33
100400	Petty Cash	500.00	0.00	500.00
120000	Land	73,132.00	0.00	73,132.00
122000	Buildings And Improvements	731,393.11	0.00	731,393.11
124000	Equipment	410,310.17	0.00	410,310.17
127000	Accum Depreciation-Bldgs & Imp	-285,632.00	0.00	-285,632.00
129100	Accum Depreciation-Equipment	-191,570.00	0.00	-191,570.00
	<b>Total Assets</b>	<b>1,013,374.82</b>	<b>-3,773.21</b>	<b>1,009,601.61</b>
201210	Notes Payable-Current	0.01	0.00	0.01
202100	Accounts Payable	0.00	0.00	0.00
202200	Sales Tax Payable	-135.97	-6.70	-142.67
203150	Payroll Clearing Account	0.00	0.00	0.00
203210	Salaries & Benefits Payable	-13,258.40	8,062.49	-5,195.91
203215	Accrued Vacation	-6,590.00	0.00	-6,590.00
203225	Accrued Sick	-2,634.00	0.00	-2,634.00
203500	Federal Withholding Payable	-1,496.23	738.76	-757.47
203600	FICA Payable	-2,596.42	1,550.26	-1,046.16
203700	State Withholding Payable	-396.84	166.97	-229.87
203935	Deferred Compensation Benefits	-903.00	840.50	-62.50
203940	Health Insurance Payable	1.36	-1.36	0.00
203945	SDI Payable	-171.28	102.90	-68.38
221005	Notes Payable-Long Term	-128,194.10	0.00	-128,194.10
	<b>Total Liabilities</b>	<b>-156,374.87</b>	<b>11,453.82</b>	<b>-144,921.05</b>
262010	Agency Obligation	-213,439.05	0.00	-213,439.05
280600	Capital Assets, net	-594,084.85	0.00	-594,084.85
	<b>Total Fund Balance</b>	<b>-807,523.90</b>	<b>0.00</b>	<b>-807,523.90</b>
411110	Ppty Taxes -Current Secured	-163,816.51	0.00	-163,816.51
412110	Ppty Taxes - Current Unsecured	-4,118.78	0.00	-4,118.78
416110	Supplemental Property Taxes -	-2,326.83	0.00	-2,326.83
441110	Interest Income	-1,335.35	0.00	-1,335.35
458110	State - Homeowners' Property T	-1,731.35	-328.64	-2,059.99
459119	State - Emergency Fire Fightin	-123,065.12	-55,042.26	-178,107.38
469207	Fed- VFA Grant	-1,093.47	0.00	-1,093.47
469805	Other Govts- TPPA Energy Grant	-5,474.77	0.00	-5,474.77
469840	Other Govs- San Francisco	-613.00	0.00	-613.00
471211	Benefit Assessments-Fire Assmt	-249,279.90	0.00	-249,279.90
483110	Miscellaneous Income	-32.00	0.00	-32.00
483111	Misc Income - Reimbursements	-1,727.47	-363.10	-2,090.57
491110	Sale Of Fixed Assets	0.00	-2,000.00	-2,000.00
496000	Donations	-1,000.00	0.00	-1,000.00
496060	Donations- Auxiliary-Utilities	-3,780.12	-103.16	-3,883.28
496063	Donations- Auxiliary- Clothing	-6,163.51	0.00	-6,163.51
496065	Donations- Auxiliary- Misc	-14,593.36	-1,625.26	-16,218.62
	<b>Total Revenue</b>	<b>-580,151.54</b>	<b>-59,462.42</b>	<b>-639,613.96</b>
511110	Regular Salaries	291,799.46	20,604.55	312,404.01
511115	Leave Cash Outs	555.00	0.00	555.00
511132	Recruitment Expense	615.84	0.00	615.84
511140	Salaries - Termination	0.00	418.56	418.56
511150	Part-Time Salaries	733.33	0.00	733.33
511153	Part-Time/Reserve Salaries	32,596.88	6,091.66	38,688.54
511160	Overtime Salaries	41,519.06	4,121.26	45,640.32
512215	Employee Physicals	161.00	0.00	161.00

## Selection Criteria:

Fiscal Year 2019 Period 11 (May)  
Fund 9030 Mi-Wuk Fire District

Account	Description	Beginning	Net Activity	Ending
512225	Life Insurance	2,654.50	27.00	2,681.50
512310	Workers Compensation Insurance	21,150.74	0.00	21,150.74
512320	Sheriff (4850) Salaries	634.13	0.00	634.13
512410	F.I.C.A.	28,089.33	2,389.62	30,478.95
512420	Unemployment Insurance	186.00	125.00	311.00
521210	Clothing & Personal Supplies	8,674.02	0.00	8,674.02
521310	Communications	3,584.45	9,135.00	12,719.45
521425	Food - Other	437.87	196.65	634.52
521510	Household Expense	1,766.28	138.55	1,904.83
521610	Insurance	3,474.00	0.00	3,474.00
522110	Maintenance Equipment	3,606.34	139.05	3,745.39
522120	Maint Equip-Vehicles	14,362.93	3,421.90	17,784.83
522122	Maint- Vehicles- Internal	642.00	276.75	918.75
522177	Fire Extinguisher Testing	0.00	138.49	138.49
522510	Maintenance - Buildings & Imps	7,283.00	261.47	7,544.47
522512	Maintenance - Grounds	43.32	0.00	43.32
523210	Dues & Memberships	3,964.66	0.00	3,964.66
525110	Office Expense	545.47	190.82	736.29
525140	Office Expense - Photocopy	51.20	0.00	51.20
525150	Office Expense - Postage	404.81	11.51	416.32
526110	P S & S-Professional Services	10,131.53	0.00	10,131.53
526111	P S & S-Legal	2,519.60	0.00	2,519.60
526124	P S & S-Auditor-Controller	1,577.00	232.75	1,809.75
527210	Rents & Leases-Equipment	2,430.80	197.48	2,628.28
527310	Rents & Leases - Bldgs & Impro	135.00	0.00	135.00
527410	Small Tools	59.44	0.00	59.44
528110	Special Departmental Expense	814.53	13.58	828.11
529110	Transp. & Travel - Fuel	10,376.56	1,050.28	11,426.84
529120	Travel - Training And Seminars	3,725.64	1,905.00	5,630.64
529130	Trans. & Travel - Private Auto	495.47	0.00	495.47
529140	Travel	30.33	0.00	30.33
529210	Utilities	10,741.44	618.87	11,360.31
529910	Expendable Equipment	4,135.37	76.01	4,211.38
543000	Vehicles	146,048.43	0.00	146,048.43
544900	Misc./Specialized Equip.	8,955.38	0.00	8,955.38
559000	Fixed Asset Contra Account	-143,548.43	0.00	-143,548.43
598410	Interest - Long-Term Debt	2,508.15	0.00	2,508.15
598420	Interest - Internal Borrowing	3.63	0.00	3.63
	<b>Total Expenditures</b>	<b>530,675.49</b>	<b>51,781.81</b>	<b>582,457.30</b>
820	Regular Hours	2.00	0.00	2.00
822	Overtime Hours	1,519.20	139.80	1,659.00
850	Vacation Taken	220.50	0.00	220.50
852	Sick Leave	183.60	2.40	186.00
860	Vacation Leave Pay Off	0.00	26.16	26.16
861	Leave Cashout	30.00	0.00	30.00
	<b>Total Non-Budgetary Expenditures</b>	<b>1,955.30</b>	<b>168.36</b>	<b>2,123.66</b>
		<b>1,955.30</b>	<b>168.36</b>	<b>2,123.66</b>

Report ID: TCGL0012R

PeopleSoft  
ORGANIZATION BUDGET STATUS

Page No. 1  
Run Date 06/24/2019  
Run Time 14:05:53

Fiscal Year: 2019 As of: 05-31-2019  
Fund: 9030  
Department: %  
Beg. Account: 4% to 999999  
Program Code: %

## Dept. 500 Revenue

Mi Wuk Fire

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Amount Received	Remaining Amount	Percent Remaining
9030	204500	0000	411110	Ppty Taxes -Current Secured	174,465.00	0.00	163,816.51	10,648.49	6.10
9030	204500	0000	412110	Ppty Taxes - Current Unsecured	4,501.00	0.00	4,118.78	382.22	8.49
9030	204500	0000	414110	Ppty Taxes - Prior Unsecured	89.00	0.00	0.00	89.00	100.00
9030	204500	0000	416110	Supplemental Property Taxes -	2,090.00	0.00	2,326.83	-236.83	-11.33
				<b>Total Taxes</b>	<b>181,145.00</b>	<b>0.00</b>	<b>170,262.12</b>	<b>10,882.88</b>	<b>6.01</b>
9030	204500	0000	441110	Interest Income	500.00	0.00	1,335.35	-835.35	-167.07
				<b>Total Revenue From Use of Money And</b>	<b>500.00</b>	<b>0.00</b>	<b>1,335.35</b>	<b>-835.35</b>	<b>-167.07</b>
9030	204500	0000	458110	State - Homeowners' Property T	2,110.00	328.64	2,059.99	50.01	2.37
				<b>Total State Revenues</b>	<b>2,110.00</b>	<b>328.64</b>	<b>2,059.99</b>	<b>50.01</b>	<b>2.37</b>
9030	204500	0000	469840	Other Govs- San Francisco	600.00	0.00	613.00	-13.00	-2.17
				<b>Total Federal Revenues</b>	<b>600.00</b>	<b>0.00</b>	<b>613.00</b>	<b>-13.00</b>	<b>-2.17</b>
9030	204500	0000	471211	Benefit Assessments-Fire Assmt	267,009.00	0.00	249,279.90	17,729.10	6.64
				<b>Total Charges for Services</b>	<b>267,009.00</b>	<b>0.00</b>	<b>249,279.90</b>	<b>17,729.10</b>	<b>6.64</b>
9030	204500	0000	483110	Miscellaneous Income	0.00	0.00	7.00	-7.00	0.00
9030	204500	0000	483111	Misc Income - Reimbursements	0.00	0.00	2.00	-2.00	0.00
				<b>Total Miscellaneous Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	<b>-9.00</b>	<b>0.00</b>
9030	204500	0000	491110	Sale Of Fixed Assets	0.00	2,000.00	2,000.00	-2,000.00	0.00
9030	204500	0000	496000	Donations	0.00	0.00	0.00	0.00	0.00
				<b>Total Other Financing Sources</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>-2,000.00</b>	<b>0.00</b>
				<b>Department Total</b>	<b>451,364.00</b>	<b>2,328.64</b>	<b>425,559.36</b>	<b>25,804.64</b>	<b>5.72</b>

Report ID: TCGL0012R

Fiscal Year: 2019 As of: 05-31-2019  
Fund: 9030  
Department: %  
Beg. Account: 4% to 999999  
Program Code: %

PeopleSoft  
ORGANIZATION BUDGET STATUS

## Dept. 550 Revenue

Page No. 2  
Run Date 06/24/2019  
Run Time 14:05:53

### MI Wuk- Special Projects

<u>Fund</u>	<u>Dept.</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Current Period</u>	<u>Amount Received</u>	<u>Remaining Amount</u>	<u>Percent Remaining</u>
9030	204550	0000	459119	State - Emergency Fire Fightin	144,680.00	55,042.26	178,107.38	-33,427.38	-23.10
				<b>Total State Revenues</b>	<b>144,680.00</b>	<b>55,042.26</b>	<b>178,107.38</b>	<b>-33,427.38</b>	<b>-23.10</b>
9030	204550	0000	469207	Fed- VFA Grant	19,139.00	0.00	1,093.47	18,045.53	94.29
9030	204550	0000	469805	Other Govts- TPPA Energy Grant	5,478.00	0.00	5,474.77	3.23	0.06
				<b>Total Federal Revenues</b>	<b>24,617.00</b>	<b>0.00</b>	<b>6,568.24</b>	<b>18,048.76</b>	<b>73.32</b>
9030	204550	0000	483110	Miscellaneous Income	0.00	0.00	25.00	-25.00	0.00
9030	204550	0000	483111	Misc Income - Reimbursements	750.00	363.10	2,088.57	-1,338.57	-178.48
				<b>Total Miscellaneous Revenues</b>	<b>750.00</b>	<b>363.10</b>	<b>2,113.57</b>	<b>-1,363.57</b>	<b>-181.81</b>
9030	204550	0000	496000	Donations	1,000.00	0.00	1,000.00	0.00	0.00
9030	204550	0000	496060	Donations- Auxiliary-Utilities	3,667.00	103.16	3,883.28	-216.28	-5.90
9030	204550	0000	496063	Donations- Auxiliary- Clothing	12,969.00	0.00	6,163.51	6,805.49	52.48
9030	204550	0000	496065	Donations- Auxiliary- Misc	15,363.00	1,625.26	16,218.62	-855.62	-5.57
				<b>Total Other Financing Sources</b>	<b>32,999.00</b>	<b>1,728.42</b>	<b>27,265.41</b>	<b>5,733.59</b>	<b>17.38</b>
				<b>Department Total</b>	<b>203,046.00</b>	<b>57,133.78</b>	<b>214,054.60</b>	<b>-11,008.60</b>	<b>-5.42</b>
				<b>Fund Total</b>	<b>654,410.00</b>	<b>59,462.42</b>	<b>639,613.96</b>	<b>14,796.04</b>	<b>2.26</b>

End of Report

Report ID: TCGL0012

PeopleSoft  
ORGANIZATION BUDGET STATUSPage No. 1  
Run Date 06/24/2019  
Run Time 14:05:53Fiscal Year: 2019 As of: 05-31-2019  
Fund: 9030  
Department: %  
Bcg. Account: 4% to 999999  
Program Code: %

## Dept. 500 Expense

Mi Wuk Fire

Target  
8.33%

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Retaining
9030	204500	0000	511110	Regular Salaries	249,855.00	20,604.55	0.00	206,260.22	43,594.78	17.45
9030	204500	0000	511115	Leave Cash Outs	0.00	0.00	0.00	555.00	-555.00	0.00
9030	204500	0000	511132	Recruitment Expense	6,629.00	0.00	0.00	615.84	6,013.16	90.71
9030	204500	0000	511140	Salaries - Termination	0.00	418.56	0.00	418.56	-418.56	0.00
9030	204500	0000	511150	Part-Time Salaries	0.00	0.00	0.00	733.33	-733.33	0.00
9030	204500	0000	511153	Part-Time/Reserve Salaries	47,500.00	6,091.66	0.00	38,688.54	8,811.46	18.55
9030	204500	0000	511160	Overtime Salaries	30,773.00	4,121.26	0.00	45,640.32	-14,867.32	-48.31
9030	204500	0000	512215	Employee Physicals	161.00	0.00	0.00	161.00	0.00	0.00
9030	204500	0000	512225	Life Insurance	2,803.00	27.00	0.00	2,681.50	121.50	4.33
9030	204500	0000	512310	Workers Compensation Insurance	21,151.00	0.00	0.00	21,150.74	0.26	0.00
9030	204500	0000	512320	Sheriff (4850) Salaries	741.00	0.00	0.00	634.13	106.87	14.42
9030	204500	0000	512410	F.I.C.A.	24,317.00	2,389.62	0.00	22,358.98	1,958.02	8.05
9030	204500	0000	512420	Unemployment Insurance	1,500.00	125.00	0.00	311.00	1,189.00	79.27
				<b>Total Salaries and Employee Benefits</b>	<b>385,430.00</b>	<b>33,777.65</b>	<b>0.00</b>	<b>340,209.16</b>	<b>45,220.84</b>	<b>11.73</b>
9030	204500	0000	521210	Clothing & Personal Supplies	480.00	0.00	0.00	692.62	-212.62	-44.30
9030	204500	0000	521310	Communications	4,100.00	575.39	0.00	3,934.84	165.16	4.03
9030	204500	0000	521425	Food - Other	215.00	86.67	0.00	159.20	55.80	25.95
9030	204500	0000	521510	Household Expense	317.00	0.00	0.00	336.17	-19.17	-6.05
9030	204500	0000	521610	Insurance	4,089.00	0.00	0.00	3,474.00	615.00	15.04
9030	204500	0000	522110	Maintenance Equipment	2,000.00	139.05	0.00	3,742.29	-1,742.29	-87.11
9030	204500	0000	522120	Maint Equip-Vehicles	8,500.00	3,421.90	0.00	16,533.57	-8,033.57	-94.51
9030	204500	0000	522122	Maint- Vehicles- Internal	4,612.00	276.75	0.00	918.75	3,693.25	80.08
9030	204500	0000	522177	Fire Extinguisher Testing	340.00	138.49	0.00	138.49	201.51	59.27
9030	204500	0000	522510	Maintenance - Buildings & Imps	4,620.00	136.47	0.00	1,469.60	3,150.40	68.19
9030	204500	0000	522512	Maintenance - Grounds	2,875.00	0.00	0.00	43.32	2,831.68	98.49
9030	204500	0000	523210	Dues & Memberships	3,082.00	0.00	0.00	3,889.66	-807.66	-26.21
9030	204500	0000	525110	Office Expense	500.00	132.65	0.00	516.54	-16.54	-3.31
9030	204500	0000	525140	Office Expense - Photocopy	100.00	0.00	0.00	51.20	48.80	48.80
9030	204500	0000	525150	Office Expense - Postage	350.00	11.51	0.00	416.32	-66.32	-18.95
9030	204500	0000	526106	P S & S - Tax Admin Fee	4,629.00	0.00	0.00	0.00	4,629.00	100.00
9030	204500	0000	526107	P S & S -Tax Parcel Fee	3,864.00	0.00	0.00	0.00	3,864.00	100.00
9030	204500	0000	526110	P S & S-Professional Services	9,633.00	0.00	0.00	10,131.53	-498.53	-5.18
9030	204500	0000	526111	P S & S-Legal	0.00	0.00	0.00	2,519.60	-2,519.60	0.00
9030	204500	0000	526124	P S & S-Auditor-Controller	2,274.00	232.75	0.00	1,809.75	464.25	20.42
9030	204500	0000	527110	Publications & Legal Notices	239.00	0.00	0.00	0.00	239.00	100.00
9030	204500	0000	527210	Rents & Leases-Equipment	3,085.00	197.48	0.00	2,628.28	456.72	14.80
9030	204500	0000	527310	Rents & Leases - Bldgs & Impro	135.00	0.00	0.00	135.00	0.00	0.00
9030	204500	0000	527410	Small Tools	100.00	0.00	0.00	59.44	40.56	40.56
9030	204500	0000	528110	Special Departmental Expense	638.00	13.58	0.00	828.11	-190.11	-29.80
9030	204500	0000	528184	SDE-Awards & Certificates	100.00	0.00	0.00	0.00	100.00	100.00
9030	204500	0000	529110	Transp. & Travel - Fuel	7,480.00	687.18	0.00	8,564.78	-1,084.78	-14.50



Report ID: TCGL0012

PeopleSoft  
ORGANIZATION BUDGET STATUSPage No. 2  
Run Date 06/24/2019  
Run Time 14:05:53

Fiscal Year: 2019 As of: 05-31-2019

Fund: 9030

Department: %

Bcg. Account: 4% to 999999

Program Code: %

## Dept. 500 Expense

Target  
8.33%

					Mi Wuk Fire						
Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Remaining	
9030	204500	0000	529120	Travel - Training And Seminars	5,600.00	736.44	0.00	4,462.08	1,137.92	20.32	
9030	204500	0000	529130	Trans. & Travel - Private Auto	300.00	0.00	0.00	495.47	-195.47	-65.16	
9030	204500	0000	529140	Travel	100.00	0.00	0.00	30.33	69.67	69.67	
9030	204500	0000	529210	Utilities	7,229.00	519.41	0.00	7,467.79	-238.79	-3.30	
9030	204500	0000	529910	Expendable Equipment	9,087.00	76.01	0.00	2,632.23	6,454.77	71.03	
				<b>Total Services and Supplies</b>	<b>90,673.00</b>	<b>7,381.73</b>	<b>0.00</b>	<b>78,080.96</b>	<b>12,592.04</b>	<b>13.89</b>	
9030	204500	0000	543000	Vehicles	133,769.00	0.00	0.00	136,268.43	-2,499.43	-1.87	
9030	204500	0000	544900	Misc./Specialized Equip.	0.00	0.00	0.00	8,955.38	-8,955.38	0.00	
				<b>Total Fixed Assets</b>	<b>133,769.00</b>	<b>0.00</b>	<b>0.00</b>	<b>145,223.81</b>	<b>-11,454.81</b>	<b>-8.56</b>	
9030	204500	0000	559000	Fixed Asset Contra Account	-133,769.00	0.00	0.00	-133,768.43	-0.57	0.00	
				<b>Total Fixed Assets</b>	<b>-133,769.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-133,768.43</b>	<b>-0.57</b>	<b>0.00</b>	
9030	204500	0000	598410	Interest - Long-Term Debt	0.00	0.00	0.00	2,508.15	-2,508.15	0.00	
9030	204500	0000	598420	Interest - Internal Borrowing	0.00	0.00	0.00	3.63	-3.63	0.00	
				<b>Total Depreciation</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,511.78</b>	<b>-2,511.78</b>	<b>0.00</b>	
9030	204500	0000	691110	Appropriation For Contingencie	222,067.00	0.00	0.00	0.00	222,067.00	100.00	
				<b>Total Appropriation for Contingencie</b>	<b>222,067.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>222,067.00</b>	<b>100.00</b>	
				<b>Department Total</b>	<b>698,170.00</b>	<b>41,159.38</b>	<b>0.00</b>	<b>432,257.28</b>	<b>265,912.72</b>	<b>38.09</b>	

Report ID: TCGL0012

PeopleSoft  
ORGANIZATION BUDGET STATUS

Page No. 3  
Run Date 06/24/2019  
Run Time 14:06:03

Fiscal Year: 2019 As of: 05-31-2019  
Fund: 9030  
Department: %  
Beg. Account: 4% to 999999  
Program Code: %

## Dept. 550 Expense

### MI Wuk- Special Projects

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Remaining
9030	204550	0000	511110	Regular Salaries	82,036.00	0.00	0.00	106,143.79	-24,107.79	-29.39
9030	204550	0000	511150	Part-Time Salaries	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	511160	Overtime Salaries	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	512310	Workers Compensation Insurance	5,972.00	0.00	0.00	0.00	5,972.00	100.00
9030	204550	0000	512410	F.I.C.A.	6,276.00	0.00	0.00	8,119.97	-1,843.97	-29.38
				<b>Total Salaries and Employee Benefits</b>	<b>94,284.00</b>	<b>0.00</b>	<b>0.00</b>	<b>114,263.76</b>	<b>-19,979.76</b>	<b>-21.19</b>
9030	204550	0000	521210	Clothing & Personal Supplies	23,270.00	0.00	0.00	7,981.40	15,288.60	65.70
9030	204550	0000	521310	Communications	1,300.00	8,559.61	0.00	8,784.61	-7,484.61	-575.74
9030	204550	0000	521425	Food - Other	450.00	109.98	0.00	475.32	-25.32	-5.63
9030	204550	0000	521510	Household Expense	1,722.00	138.55	0.00	1,568.66	153.34	8.90
9030	204550	0000	521643	Insurance - Liability	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	522110	Maintenance Equipment	50.00	0.00	0.00	3.10	46.90	93.80
9030	204550	0000	522120	Maint Equip-Vehicles	0.00	0.00	0.00	1,251.26	-1,251.26	0.00
9030	204550	0000	522510	Maintenance - Buildings & Imps	6,075.00	125.00	0.00	6,074.87	0.13	0.00
9030	204550	0000	522512	Maintenance - Grounds	1,000.00	0.00	0.00	0.00	1,000.00	100.00
9030	204550	0000	523210	Dues & Memberships	634.00	0.00	0.00	75.00	559.00	88.17
9030	204550	0000	525110	Office Expense	242.00	58.17	0.00	219.75	22.25	9.19
9030	204550	0000	525140	Office Expense - Photocopy	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	525150	Office Expense - Postage	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	526110	P S & S-Professional Services	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	526120	P S & S- Jamestown Monitoring	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	526191	P S & S-Contract Srv	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	526688	P S & S-Regional Water Rebate	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	526763	P S & S-Sm Landowner Program	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	526843	P S & S-Regional Water Program	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	527310	Rents & Leases - Bldgs & Impro	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	528110	Special Departmental Expense	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	529110	Transp. & Travel - Fuel	1,350.00	363.10	0.00	2,862.06	-1,512.06	-112.00
9030	204550	0000	529120	Travel - Training And Seminars	0.00	1,168.56	0.00	1,168.56	-1,168.56	0.00
9030	204550	0000	529210	Utilities	3,667.00	99.46	0.00	3,892.52	-225.52	-6.15
9030	204550	0000	529910	Expendable Equipment	9,623.00	0.00	0.00	1,579.15	8,043.85	83.59
				<b>Total Services and Supplies</b>	<b>49,383.00</b>	<b>10,622.43</b>	<b>0.00</b>	<b>35,936.26</b>	<b>13,446.74</b>	<b>27.23</b>
9030	204550	0000	543000	Vehicles	9,780.00	0.00	0.00	9,780.00	0.00	0.00
				<b>Total Fixed Assets</b>	<b>9,780.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,780.00</b>	<b>0.00</b>	<b>0.00</b>
9030	204550	0000	559000	Fixed Asset Contra Account	-9,780.00	0.00	0.00	-9,780.00	0.00	0.00
				<b>Total Fixed Assets</b>	<b>-9,780.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-9,780.00</b>	<b>0.00</b>	<b>0.00</b>
				<b>Department Total</b>	<b>143,667.00</b>	<b>10,622.43</b>	<b>0.00</b>	<b>150,200.02</b>	<b>-6,533.02</b>	<b>-4.55</b>
				<b>Fund Total</b>	<b>841,837.00</b>	<b>51,781.81</b>	<b>0.00</b>	<b>582,457.30</b>	<b>259,379.70</b>	<b>30.81</b>

End of Report

## Cash on Hand by Month

	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15
Jul 31	\$ 160,788.10	\$ 125,178.72	\$ 102,836.45	\$ 91,027.21	\$ 98,475.15
Aug 31	\$ 77,662.37	\$ 90,372.49	\$ 65,207.79	\$ 56,481.78	\$ 55,133.05
Sep 30	\$ 30,713.08	\$ 64,183.33	\$ 46,469.69	\$ 26,082.37	\$ 15,583.75
*Oct 31	\$ 51.87	\$ 35,625.92	\$ 20,695.14	\$ 54.93	\$ 91.48
**Nov 30	\$ 72.52	\$ 25,495.92	\$ 28,413.14	\$ 117.19	\$ 33.08
***Dec 31	\$ 185,032.02	\$ 197,024.76	\$ 174,746.43	\$ 150,895.35	\$ 143,297.01
Jan 31	\$ 172,709.26	\$ 198,245.16	\$ 148,725.48	\$ 123,196.88	\$ 107,361.47
Feb 28	\$ 129,344.83	\$ 161,654.76	\$ 113,087.15	\$ 93,346.87	\$ 80,807.04
Mar 31	\$ 137,982.68	\$ 135,241.04	\$ 66,058.64	\$ 27,117.75	\$ 51,204.32
Apr 30	\$ 275,251.54	\$ 272,357.19	\$ 214,194.29	\$ 98,760.14	\$ 165,464.83
May 31	\$ 271,468.33	\$ 245,512.31	\$ 193,849.35	\$ 69,401.49	\$ 150,907.81
Jun 30		\$ 225,419.40	\$ 180,850.91	\$ 166,612.59	\$ 147,732.11
*October 31, 2018 cash balance includes an advance from Tuolumne County of \$4250.00					
**November 30, 2018 cash balance includes the reversal of the October advance and a new advance of \$60,950.00.					
***December 31, 2018 cash balance includes the reversal of the \$60,950.00 advance.					

2004 Sterling

10 Speed Manual Transmission

12,447.0 Miles

40 Foot Propane Fired Simulator Trailer

Manufactured by "**FIRE BLAST**" Corona Calif.

Fire Blast will come to site and certify cadre for safe and proper operation as well as any maintenance issues.

Operated by trained operators all being in a controlled environment. It has Emergency shutdowns on all four corners outside as well as inside. The prop will always be controlled by a trained officer in a control room overlooking the exercise.

There will always be a safety officer as well as certified instructor inside, along with a safety officer outside with constant communications with the inside. This way if there are any issues the prop can be shut down within seconds. All personnel will sign a release of liability before entering as well as a classroom safety briefing prior to entry.

At no time will there be any personnel operating prop that is not a certified instructor through Fire Blast.

Plans are to share this with our cadre operating the prop for our county and bordering districts.

This will enable the District Fire Department to have advanced training for our Firefighters.

It will work as an outstanding recruitment and retention tool.







## 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 2019.

On May 2, 2019, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-10 Establishing Guidelines for Director Elections. The Election Committee confirmed that five (5) candidates met the qualification requirements and those names are included on the Official Election Ballot.

Enclosed is the Official Election Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed Official Election Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Ballot at a public meeting. **Ballots containing more than three (3) 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 Wednesday, August 21, 2019 to the address below.** A self-addressed, stamped envelope is enclosed. 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, 2020 and terminate on December 31, 2023.
5. Important balloting and election dates are:

<b>August 21, 2019:</b>	<b>Deadline for members to return the signed Official Election Ballot</b>
<b>August 22, 2019:</b>	<b>Ballots are opened and counted</b>
<b>August 23, 2019:</b>	<b>Election results are announced, and candidates notified</b>
<b>September 25, 2019:</b>	<b>Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Anaheim at the CSDA Annual Conference</b>
<b>November 6-7, 2019:</b>	<b>Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)</b>
<b>January 2020:</b>	<b>Newly elected Directors are seated, and Board officer elections are held</b>

If you have any questions regarding the election and balloting process, please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790.



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

**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 Mi-Wuk/Sugar Pine Fire Protection District 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).

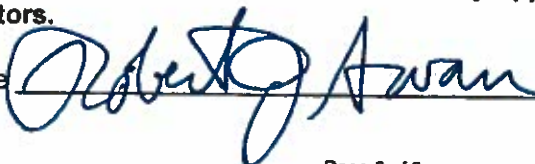
**What is your overall vision for SDRMA? (Response Required)**

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**

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 ext 100**

Home 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, working together with the other SDRMA Board Members, to ensure relevant—affordable solutions are available to all size 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)**

I am currently serving my fifth (5th) consecutive term as Chairman of the Board of a special district. I served two (2) yrs. on a Technical Advisory Committee for the prevention of violence against schools K-12. I served one (1) term on an elementary school board. I am currently serving my second (2nd) consecutive term on CSDA's committee for Professional Development. I am currently serving my sixth (6th) consecutive term on the board of a Regional Water Management Group. I am currently serving my second (2nd) consecutive term on CSDA's committee for Member Services. I am currently serving as a member of the County's Civil Grand Jury.

I have attended and completed the California School Board Association's New Board Member Training. I have Certificates of Completion from CSDA for General Manager Evaluation, Exercising Legislative Authority and Achieving Transparency. I attended and completed CSDA's Extraordinary Leader training. I attended and completed CSDA's Special District Leadership Academy and I have received CSDA's Recognition in Special District Governance certificate.

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

3/25/1955 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 Davis 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 services 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



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

*Jamuel H. Hinkle*

Date

3-27-2019