



**Board of Directors**

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*Providing Outstanding Service Since 1963*

February 24, 2020

Board of Directors  
Triunfo Water & Sanitation District  
Ventura County, California

**CSDA BOARD OF DIRECTORS VACANCY - CALL FOR NOMINATIONS: SEAT B – COASTAL NETWORK**

**RECOMMENDATION**

It is recommended the Board:

- A. Receive the California Special Districts Association (CSDA) letter of January 22, 2020, calling for nominations to fill California Special Districts Association for the Coastal Region Seat B vacancy; and
- B. If desired, nominate a regular member to the CSDA Board of Directors and complete the Nomination Form with the Board's candidate for the Board of Directors of the California Special Districts Association for the Coastal Region Seat B; and
- C. Adopt Resolution No. TWSD 2020-001 Confirming Nomination for California Special Districts Association Board of Directors; and
- D. Authorize the General Manager to transmit the required documents to CSDA before the March 6, 2020 deadline; or
- E. Provide alternate direction to staff as appropriate.

**BACKGROUND/ANALYSIS**

The California Special Districts Association (CSDA) Board of Directors has called for nominations to fill the vacancy for Seat B for the 2020-22 term. Any independent special district with current "Regular Member" status in CSDA is eligible to designate one person, such as a board member or managerial employee for election as a director of CSDA. The deadline for receiving nominations is March 6, 2020.

CSDA Coastal Network Board Members will conduct interviews of candidates that submitted nominations on March 9-13, 2020. A Board appointment recommendation will be submitted by CSDA Coastal Network Board members for consideration by the full Board on March 27, 2020. The new appointed Board Member for the Coastal Network Seat B will take office April 1, 2020.

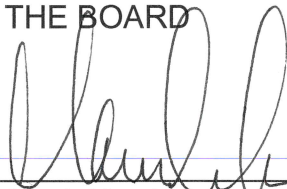
The CSDA Nomination Form and Resolution No. TWSD 2020-001 are attached for your review and completion.

FINANCIAL IMPACT

There is no financial impact to the Triunfo Water & Sanitation District.

JULIET RODRIGUEZ – CLERK OF THE BOARD

REVIEWED AND APPROVED:

A handwritten signature in black ink, appearing to read 'Mark Norris', is written over a horizontal line.

Mark Norris - General Manager

Attachments: 1. January 22, 2020 CSDA Correspondence  
2. TWSD Resolution 2020-001

RECEIVED

JAN 27 2020



California Special  
Districts Association  
*Districts Stronger Together*

VENTURA REGIONAL  
SANITATION DISTRICT

DATE: January 22, 2020

TO: CSDA Voting Member Presidents and General Managers –  
Coastal Network

FROM: CSDA Elections and Bylaws Committee

SUBJECT: **CSDA BOARD OF DIRECTORS VACANCY –  
CALL FOR NOMINATIONS: SEAT B – COASTAL NETWORK**

The California Special Districts Association Elections and Bylaws Committee is looking for independent special district Board Members or their General Managers from the Coastal Network who are interested in leading the direction of CSDA by serving as a Director in Seat B, which is currently vacant, for the remainder of the 2020 - 2022 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the Coastal Network (see attached CSDA Network Map).

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the summer/fall.  
*(CSDA does **not** reimburse travel related expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event, however registration fees are covered)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

- Complete Annual Chief Executive Officer Evaluation.

**Nomination Procedures:** Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is March 6, 2020. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814

E-mail: [amberp@csda.net](mailto:amberp@csda.net)

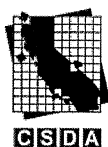
Once received, nominees will receive a candidate's letter in the mail. The letter will serve as confirmation that CSDA has received the nomination.

CSDA Coastal Network Board Members will conduct interviews of candidates that submitted nominations on March 9 – 13, 2020.

A Board appointment recommendation will be submitted by CSDA Coastal Network Board Members for consideration by the full Board on March 27, 2020.

The newly appointed Board Member for the Coastal Network Seat B will take office April 1, 2020.

If you have any questions, please contact Amber Phelen at [amberp@csda.net](mailto:amberp@csda.net).



California Special  
Districts Association  
*Districts Stronger Together*

**2020-2022 BOARD APPOINTMENT  
FOR SEAT B COASTAL NETWORK  
NOMINATION FORM**

Name of Candidate: \_\_\_\_\_

District: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Network: \_\_\_\_\_

District Telephone: \_\_\_\_\_

Candidate Direct Telephone: \_\_\_\_\_

Best Time to Arrange a Call: AM ☐ PM ☐

Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday ☐

E-mail: \_\_\_\_\_

Nominated by (optional): \_\_\_\_\_

**Return this form and a Board resolution/minute action supporting the candidate  
and Candidate Information Sheet by mail, or email to:**

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732 (916) 442-7889 fax  
amberp@csda.net

***DEADLINE FOR RECEIVING NOMINATIONS – March 6, 2020***



California Special  
Districts Association  
*Districts Stronger Together*

**2020-2022 CSDA BOARD APPOINTMENT  
SEAT B COASTAL NETWORK  
CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/Minutes:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

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2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

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3. List local government involvement (such as LAFCo, Association of Governments, etc.):

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4. List civic organization involvement:

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**\*\*Additional Candidate Statement** – Please provide an additional statement that includes any personal or professional information that will assist the Board of Directors in making their selections. The preferred formatting for the statement is to be typed with 1-inch margins, 1.5 spacing, 12 pt. Times New Roman font, and no more than 2 pages.





California Special Districts Association

## DISTRICT NETWORKS







**RESOLUTION NO. TSD 2020-001**

**RESOLUTION OF THE TRIUNFO WATER & SANITATION DISTRICT  
CONFIRMING NOMINATION FOR  
CALIFORNIA SPECIAL DISTRICTS ASSOCIATION  
BOARD OF DIRECTOR**

**WHEREAS**, Triunfo Sanitation District is an independent special district as defined in Section 56044 of the Government Code, and is situated entirely within the County of Ventura; and

**WHEREAS**, the Triunfo Water & Sanitation District Board of Directors, as governing body thereof, desires to propose \_\_\_\_\_ as the candidate for election for California Special Districts Association Board of Directors, Coastal Network, Seat B.

**PASSED AND ADOPTED** by the Board of Directors of Triunfo Water & Sanitation District on this 24<sup>th</sup> day of February, 2020 by the following votes:

AYES:

NOES:

ABSENT:

ATTEST:

\_\_\_\_\_  
James Wall, Chair  
Triunfo Water & Sanitation District  
Board of Directors

\_\_\_\_\_  
Juliet Rodriguez, Clerk of the Board

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