

## **MONTECITO FIRE PROTECTION DISTRICT**

### **Agenda for the Special Meeting of the Board of Directors**

Montecito Fire Protection District Headquarters  
595 San Ysidro Road  
Santa Barbara, California, and teleconference location

Ann Arbor District Library: Downtown Branch  
343 S. 5<sup>th</sup> Avenue  
Ann Arbor, MI 48104  
December 18, 2023 at 2:00 p.m.

Agenda items may be taken out of the order shown.

1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time allotted for this discussion.)
2. Election of Board Officers (President, Vice President, Secretary) for 2024.
3. Appointment of Board Labor Negotiators for 2024.
4. Appointment of Board Real Property Negotiators for 2024.
5. Appointment of Committee members.
  - a. Finance Committee
  - b. Strategic Planning Committee
  - c. Personnel Committee
6. Adopt Resolution 2023-10 determining time and place of regular board meetings.
7. Adopt Resolution 2023-11 regarding inventory of District lands and air space.
8. Adopt Resolution 2023-12 increasing Director's Compensation.
9. Approval of Minutes of the November 27, 2023 Regular Meeting.
10. Approval of Minutes of the December 1, 2023 Special Meeting.
11. That the Board of Directors nominate their preferred candidate and direct staff to submit the nomination to LAFCO no later than January 4, 2024. (Strategic Plan Goal 3)

- a. Staff report presented by Fire Chief Neels.
- 12. Fire Chief's report.
- 13. Board of Director's report.
- 14. Suggestions from Directors for items other than regular agenda items to be included for the January 22, 2024 Regular Board meeting.
- 15. CLOSED SESSION:

A. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code section 54956.9 (d) (4): (One potential case)

B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

- District negotiators: Peter van Duinwyk and Michael Lee
- Employee Organization: Montecito Firefighters' Association

C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

- District negotiators: Peter van Duinwyk and Michael Lee
- Unrepresented Employees: Fire Marshal, Division Chief Operations, Battalion Chiefs, Accountant, Administrative Assistant, Public Information Officer.

Adjournment

This agenda posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is December 14, 2023.



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David Neels, Fire Chief

Note: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District office at 969-7762. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Montecito Fire Protection District's office located at 595 San Ysidro Road during normal business hours.

# Agenda

## Item #2






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## STAFF REPORT

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** Board Elections

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### Summary

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The Board of Directors elects a President, Vice President, and Secretary at the Regular Board Meeting every December.

### Discussion

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The President of the Board of Directors serves as the chairperson at all Board meetings. He or she has the same rights as the others members of the Board in voting, including motions, resolutions and ordinances, and any discussion of questions that follow such actions. The Board President also serves as the designated spokesperson for the Board after a decision has been rendered by the Board of Directors.

The Vice President serves as the chairperson of the Board in the absence of the President. If the President and Vice President of the Board are both absent, the Secretary of the Board shall serve as the chairperson of the meeting.

### Conclusion

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Staff recommends that the Board elect a President, Vice President, and Secretary for calendar year 2024.

### Attachments

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1. None.

### Strategic Plan Reference

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1. Strategic Plan Goal #3, Achieve Excellence in Community Service



# Agenda

## Item #3







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## STAFF REPORT

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** **Appointment of Labor Negotiators**

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### Summary

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Labor Negotiators are appointed by your Board at the December Board of Directors meeting each year.

### Discussion

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The Labor Negotiators serve a one-year term and are appointed by the full Board of Directors every December. The Labor Negotiators represent the Fire District in labor negotiations with the Montecito Firefighter's Association and the Montecito Fire Department Staff Members. All employee contracts negotiated by the Labor Negotiators are ultimately approved by the full Board of Directors.

### Conclusion

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Staff recommends that the Board appoint two members to be their Labor Negotiators.

### Attachments

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1. None.

### Strategic Plan Reference

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1. Strategic Plan Goal #3, Achieve Excellence in Community Service



# Agenda

## Item #4






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**STAFF REPORT**

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** **Appointment of Real Property Negotiators**

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**Summary**

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Real Property Negotiators are appointed by your Board at the December Board of Directors meeting each year.

**Discussion**

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The Real Property Negotiators serve a one-year term and are appointed by the full Board of Directors every December. The Real Property Negotiators represent the Fire District in real property sale and/or acquisition negotiations. All real property negotiations are ultimately approved by the full Board of Directors.

**Conclusion**

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Staff recommends that the Board appoint two members to be their Real Property Negotiators.

**Attachments**

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- 1. None.

**Strategic Plan Reference**

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- 1. Strategic Plan Goal #3, Achieve Excellence in Community Service



# Agenda

## Item #5







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## STAFF REPORT

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** **Appointment of Finance Committee**

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### Summary

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The Fire District has three Standing Committees: Finance Committee, Strategic Planning Committee, and Personnel Committee. Your Board appoints these committee members at the December Board of Directors meeting each year.

### Discussion

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The Finance Committee was established in 2013 by Resolution 2013-01. The purpose of the committee is to review the financial operations of the District, including all anticipated financial plans and to report the Committee's findings and recommendations to the District's Board of Directors.

Finance Committee members serve a one-year term and are appointed by the full Board of Directors every December. All financial reports and plans are ultimately approved by the full Board of Directors.

### Conclusion

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Staff recommends that the Board appoint two members to the Finance Committee.

### Attachments

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1. None.

### Strategic Plan Reference

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1. Strategic Plan Goal #3, Achieve Excellence in Community Service



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**STAFF REPORT**

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** **Appointment of Strategic Planning Committee**

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**Summary**

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The Fire District has three Standing Committees: Finance Committee, Strategic Planning Committee, and Personnel Committee. Your Board appoints these committee members at the December Board of Directors meeting each year.

**Discussion**

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The Strategic Planning Committee was established in 2013 by Resolution 2013-02. The purpose of the committee is to oversee the regular assessment of fire hazards and risk factors to the community, to collect standardized response data and analyze that data in terms of the District’s standards of response coverage, to provide reports to the District’s Board of Directors regarding the status of the District’s emergency response system, and to develop recommendations for the District’s Board of Directors regarding the strategic use of resources to improve the District’s emergency response capability and performance.

Strategic Planning Committee members serve a one-year term and are appointed by the full Board of Directors every December. All Strategic Planning initiatives are ultimately approved by the full Board of Directors.

**Conclusion**

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Staff recommends that the Board appoint two members to the Strategic Planning Committee.

**Attachments**

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- 1. None.

**Strategic Plan Reference**

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- 1. Strategic Plan Goal #3, Achieve Excellence in Community Service



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## STAFF REPORT

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** **Appointment of Personnel Committee**

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### Summary

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The Fire District has three Standing Committees: Finance Committee, Strategic Planning Committee, and Personnel Committee. Your Board appoints these committee members at the December Board of Directors meeting each year.

### Discussion

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The Personnel Committee was established in 2013 by Resolution 2013-03. The purpose of the committee is to monitor and ensure organizational compliance with state and federal regulations for human resources, review and recommend updates to the District's personnel policies and job descriptions as needed, and to report all committee's findings and recommendations to the District's Board of Directors for final approval.

Personnel Committee members serve a one-year term and are appointed by the full Board of Directors every December.

### Conclusion

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Staff recommends that the Board appoint two members to the Personnel Committee.

### Attachments

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1. None.

### Strategic Plan Reference

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1. Strategic Plan Goal #3, Achieve Excellence in Community Service



# Agenda

## Item #6






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**STAFF REPORT**

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** Time and Place for Holding Regular Board Meetings

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**Summary**

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Section 54954 of the Government Code requires the District to set the time and place for holding Regular Board Meetings. Resolution 2023-10 sets the time and place of Regular Board Meetings in 2024.

**Discussion**

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Regular Board Meetings have historically been held on the fourth Monday of each month at the Montecito Fire Protection District Headquarters. If this date falls on a legal holiday, the regular meeting is held on the next business day. If by reason of fire, flood, earthquake, or other emergency, it shall be unsafe to meet in the place designated, the meetings may be held for the duration of the emergency at such place as is designated by the presiding officer.

**Conclusion**

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Staff recommends that the Board adopt Resolution 2023-10.

**Attachments**

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- 1. Resolution 2023-10.

**Strategic Plan Reference**

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- 1. Strategic Plan Goal #3, Achieve Excellence in Community Service

**RESOLUTION NO. 2023-10**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MONTECITO FIRE PROTECTION DISTRICT  
IN THE MATTER OF SETTING THE TIME AND PLACE FOR  
HOLDING REGULAR BOARD MEETINGS**

WHEREAS, according to Section 54954 of the Government Code, the Board of Directors of the Montecito Fire Protection District must set the time and place for holding regular meetings to conduct business by the body.

WHEREAS, if at any time any regular meeting falls on a holiday, such regular meeting shall then be held on the next business day.

WHEREAS, if by reason of fire, flood, earthquake, or other emergency, it shall be unsafe to meet in the place designated, the meetings may be held for the duration of the emergency at such place as is designated by the presiding officer.

NOW THEREFORE BE IT, AND IT IS HEREBY RESOLVED, that the Board of Directors of the Montecito Fire Protection District hereby designates 2:00 p.m. on the fourth Monday of each month at the Montecito Fire Protection District Headquarters Station, 595 San Ysidro Road, Santa Barbara, California, as the time and place of its regular meeting. This resolution shall be effective upon adoption.

PASSED AND ADOPTED, this 18th day of December 2023, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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President of the Board of Director  
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

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Secretary



# Agenda

## Item #7






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## STAFF REPORT

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** Inventory of District Lands and Air Space

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### Summary

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Government Code requires the District take an inventory of all its lands, including air space annually.

### Discussion

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Article 10 of Chapter 2 of Part 1 of Division 1 of Title 5 of the Government Code requires that the District take an inventory of all its lands, including air space, owner or controlled by the District, to determine what land, including air rights, it any, is in excess of its foreseeable needs.

The District owns the following real property:

1. 595 San Ysidro Road, Santa Barbara, CA 93108
2. 2300 Sycamore Canyon Road, Santa Barbara, CA 93108
3. 1255 East Valley Road, Santa Barbara, CA 93108
4. 1257 East Valley Road, Santa Barbara, CA 93108
5. 1259 East Valley Road, Santa Barbara, CA 93108

Staff does not expect that any of these lands will be excess in the foreseeable future.

### Conclusion

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Staff recommends that the Board adopt Resolution 2023-11.

### Attachments

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1. Resolution 2023-11.

### Strategic Plan Reference

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1. Strategic Plan Goal #3, Achieve Excellence in Community Service

**RESOLUTION 2023-11**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MONTECITO FIRE PROTECTION DISTRICT  
CONCERNING INVENTORY OF DISTRICT LANDS AND AIR SPACE**

Pursuant to the terms and provisions of Article 10 of Chapter 2 of Part 1 of Division 1 of Title 5 of the Government Code (commencing at Section 50568), this District has taken or caused to be taken an inventory of all its lands, including air space, owned or controlled by this District, to determine what land, including air rights, if any, is in excess of its foreseeable needs.

NOW THEREFORE BE IT RESOLVED:

1. That this District owns the following real property:
  - a. 595 San Ysidro Road, Santa Barbara, CA 93108
  - b. 2300 Sycamore Canyon Road, Santa Barbara, CA 93108
  - c. 1255 East Valley Road, Santa Barbara, CA 93108
  - d. 1257 East Valley Road, Santa Barbara, CA 93108
  - e. 1259 East Valley Road, Santa Barbara, CA 93108
2. That this District does, by this Resolution, find and determine that it has no lands or air space owned or controlled by it in excess of its foreseeable needs.
3. That this Resolution is a matter of public record, and a copy shall be made available, without charge, to any citizen, limited dividend corporation, housing corporation or nonprofit corporation, who shall request such copy.

PASSED AND ADOPTED, this 18th day of December 2023, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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President of the Board of Directors  
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

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# Agenda

## Item #8






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## STAFF REPORT

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**To:** Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** **Board Member Compensation**

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### Summary

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Board member compensation is adjusted annually in accordance with Fire District Ordinance 2001-01.

### Discussion

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Montecito Fire Protection District Ordinance 2001-01, effective January 1, 2002, was adopted pursuant to, and in compliance with, California Health and Safety Code Section 13857(a). Board Member compensation in 2023 was \$205.00 per meeting, not to exceed four meetings per month. Ordinance 2001-01 provides that upon adoption of a resolution, the Board may annually increase such compensation in an amount not to exceed \$5.00 for attending each special or regular Board Meeting. Staff recommends that Board member compensation be raised to \$210.00 per meeting in 2024.

California Health and Safety Code Section 13857(a) was amended in 2019 to allow Board members to be compensated for more than four meetings per month if the Board makes a finding, supported by substantial evidence, that more than four meetings per month are necessary for the effective operation of the District. If the Board chooses to be compensated as allowed under this provision, staff will prepare a modification to Ordinance 2001-01 for the Board's consideration at your January 2024 meeting.

### Conclusion

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Staff recommends that the Board adopt Resolution 2023-12 raising Director's compensation to \$210.00 per meeting.

### Attachments

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1. Resolution 2023-12.

### Strategic Plan Reference

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1. Strategic Plan Goal #3, Achieve Excellence in Community Service

**RESOLUTION 2023-12**

**RESOLUTION OF THE GOVERNING BOARD OF THE  
MONTECITO FIRE PROTECTION DISTRICT REVISING  
COMPENSATION FOR ITS BOARD OF DIRECTORS**

WHEREAS Montecito Fire Protection District Ordinance 2001-01, effective January 1, 2002, was adopted pursuant to and in compliance with the California Health and Safety Code Section 13857(a); and

WHEREAS pursuant to Montecito Fire Protection District Resolution 2022-21 effective December 20, 2022, members of the Board of Directors are compensated at the rate of \$205.00 per Board meeting; and

WHEREAS in accordance with Montecito Fire Protection District Ordinance 2001-01, upon the adoption of a resolution, the Board may annually increase such compensation in an amount not to exceed \$5.00 for attending each special or regular meeting of the Board; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Montecito Fire Protection District does hereby set its Directors' compensation at \$210.00 per meeting, not to exceed four meetings in any calendar month, effective January 1, 2024.

PASSED, APPROVED, AND ADOPTED this 18th day of December 2023, by the following roll call vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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President of the Board of Directors  
MONTECITO FIRE PROTECTION DISTRICT

ATTEST

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# Agenda

## Item #9



## MONTECITO FIRE PROTECTION DISTRICT

### Minutes for the Regular Meeting of the Board of Directors

Held at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, CA 93108 on November 27, 2023 at 2:00 p.m.

Director van Duinwyk called the meeting to order at 2:00 p.m.

**Present:** Director van Duinwyk, Director Lee, Director Easton, Director Dougherty, Director Powell. Chief Neels and District Counsel Mark Manion were also present.

- 1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time allotted for this discussion.)**

There were no public comments at this meeting.

- 2. Receive presentation from Scott German of Fechter & Company regarding the Annual Financial Report for Fiscal Year Ended June 30, 2023. (Strategic Plan Goal 8)**

- a. Consider recommendation for approval of the report.**

Scott German of Fechter & Company provided a presentation regarding the Annual Financial Report for Fiscal Year Ended June 30, 2023. Motion to approve the Annual Financial Report for Fiscal Year Ended June 30, 2023 made by Director Lee, seconded by Director Easton, and unanimously passed.

- 3. Consider declaring the Motorola APX portable radios as surplus and authorize the Fire Chief to sell, donate, or dispose of the radios as specified in the Surplus Property policy. (Strategic Plan Goal 5)**

- a. Staff report presented by Chief Neels.**

Chief Neels provided a staff report regarding the Motorola APX portable radios. Motion to authorize the Fire Chief to sell, donate or dispose of the radios as specified in the Surplus Property policy made by Director Powell, seconded by Director Lee, and unanimously passed.

- 4. That the Board of Directors authorize the Fire Chief to enter into an agreement with Pueblo Construction, in the amount of \$170,882.79 for the Loft Office Remodel at Station 91. (Strategic Plan Goal 5)**

- a. Staff report presented by Chief Neels.**

Chief Neels provided a staff report regarding the Loft Office Remodel at Station 91. Motion to authorize the Fire Chief to enter into an agreement with Pueblo Construction, in the amount of \$170,882.79 for the Loft Office Remodel at Station 91 made by Director Easton, seconded by Director Powell, and unanimously passed.

**5. Report from the Finance Committee. (Strategic Plan Goal 8)**

**a. Consider recommendation to approve September and October 2023 financial statements.**

Accountant Nahas provided a report regarding the September and October 2023 financial statements. Motion made by Director Lee, seconded by Director Easton, and unanimously passed to approve the September and October 2023 financial statements.

**b. Review PARS Post-Employment Benefits Trust statements for August and September 2023.**

Director Lee provided a report regarding the PARS Post-Employment Benefits Trust statement for August and September 2023.

**6. Approval of Minutes of the October 23, 2023 Regular Meeting.**

Motion to approve the minutes of the October 23, 2023 Regular meeting made by Director Lee, seconded by Director Easton, and unanimously passed.

**7. Fire Chief's report.**

Chief Neels presented the Storm Preparedness video and stated it would post on the Department's social media platforms tomorrow. He noted the Department will also mail a post card including a link for the video to all District residents on December 5. The Chief highlighted the LAFCO correspondence.

**8. Board of Director's report.**

There were no items to report at this meeting.

**9. Suggestions from Directors for items other than regular agenda items to be included for the December 18, 2023 Special Board meeting.**

There were no additional suggestions from the Directors.

**10. CLOSED SESSION:**

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to Government Code section 54956.9 (d)  
(2): (One potential case)**

**B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

- **District negotiators: Peter van Duinwyk and Michael Lee**
- **Employee Organization: Montecito Firefighters' Association**

**C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

- **District negotiators: Peter van Duinwyk and Michael Lee**
- **Unrepresented Employees: Fire Marshal, Division Chief Operations, Battalion Chiefs, Accountant, Administrative Assistant, Public Information Officer.**

The Board reported out of closed session at 4:49 p.m. with no reportable action.

Meeting Adjourned at 4:50 p.m.

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President Peter van Duinwyk

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Secretary Sylvia Easton



# Agenda

## Item #10





## MONTECITO FIRE PROTECTION DISTRICT

### Minutes for the Special Meeting of the Board of Directors

Held at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, CA 93108 on December 1, 2023 at 2:00 p.m.

Director van Duiwyk called the meeting to order at 2:10 p.m.

**Present:** Director van Duiwyk, Director Lee, Director Easton, Director Dougherty, Director Powell. Chief Neels and District Counsel Cameron Goodman were also present.

- 1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time allotted for this discussion.)**

There were no public comments at this meeting.

- 2. Fire Chief's report.**

There were no items to report at this meeting.

- 3. Board of Director's report.**

There were no items to report at this meeting.

- 4. CLOSED SESSION:**

#### **A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

- **District negotiators: Peter van Duiwyk and Michael Lee**
- **Employee Organization: Montecito Firefighters' Association**

#### **B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)**

- **District negotiators: Peter van Duiwyk and Michael Lee**
- **Unrepresented Employees: Fire Marshal, Division Chief Operations, Battalion Chiefs, Accountant, Administrative Assistant, Public Information Officer.**

The Board reported out of closed session at 3:47 p.m. with no reportable action.

Meeting Adjourned at 3:48 p.m.

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President Peter van Duinwyk

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Secretary Sylvia Easton

# Agenda

## Item #11






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## STAFF REPORT

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**To:** Montecito Fire Protection District Board of Directors  
**From:** David Neels, Fire Chief   
**Date:** December 18, 2023  
**Topic:** **Nominations for and Election of Regular Special District Member to LAFCO**

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### Summary

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The District was notified by the Santa Barbara Local Agency Formation Commission (LAFCO) on November 1, 2023 of a call for nominations and Notice of Election of a special district member to serve as the regular special district member on LAFCO.

### Discussion

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LAFCO was established in 1963 by the Knox-Nisbet Act and modified by the Cortese/Knox Local Government Reorganization Act in 1985. The purpose of LAFCO is to rationalize growth and development through local control of the formation, expansion, and alteration of agencies within each county. Independent Special Districts are represented on LAFCO by two regular members and an alternate that serve four-year terms. The term of office of one of the current members ends March 1, 2024.

The regular member election will be held at the Santa Barbara Chapter of the CSDA Annual Meeting in January pending a quorum. The election committee consists of the presiding officer of each District; however, if a presiding officer is unable to participate, a district board may appoint one of its members as an alternate to participate in the presiding officer's place.

### Conclusion

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Staff recommends that the Board of Directors nominate their preferred candidate and direct staff to submit the nomination to LAFCO no later than January 4, 2024.

### Attachments

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1. LAFCO Memorandum dated November 1, 2023: Nominations for and Election of Regular Special District Member to LAFCO.

### Strategic Plan Reference

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1. Strategic Plan Goal #3: Achieve Excellence in Community Service

# LAFCO

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**Santa Barbara Local Agency Formation Commission**  
105 East Anapamu Street ♦ Santa Barbara CA 93101  
805/568-3391 ♦ FAX 805/568-2249  
www.sblafco.org ♦ lafco@sblafco.org

November 1, 2023

TO: Members of the Independent Special District Selection Committee

SUBJECT: Nominations for one Regular and one Alternate Special District Member to Santa Barbara LAFCO;

**CALL FOR NOMINATIONS FOR AND NOTICE OF ELECTION FOR LAFCO**

**REGULAR AND ALTERNATE SPECIAL DISTRICT MEMBERS**

This is a Call for Nominations of one Regular and one Alternate Special District Member to serve as the special district members on LAFCO. It is recommended that this be placed on your Board's Agenda. The Committee is made up of the presiding officer of each district; however, if a presiding officer is unable to participate, a district board may appoint one of its members as an alternate to participate in the presiding officer's place, a copy of the meeting minutes showing the appointment needs to be presented along with your nomination form.

A Nomination Form is attached and must be filled out and signed by the presiding officer of a district or, if that person is unable to participate, then by his or her alternate as designated by the district board. (See GC § 56332.) Nominations are requested by no later than January 4, 2024.

1. **Nominations for the one LAFCO Regular and one Alternate Special District Member.** The current term of office of the current Regular Special District Member and the Alternate Special District Member ends on March 1, 2024. The term of office shall be four years or until the appointment and qualification of his or her successor. The new term of office ends on March 1, 2028.
2. **Voting Requirements.** The Independent Special District Selection Committee consist of the presiding officer of the legislative body of each independent special district. If the presiding officer of an independent special district is unable to participate in the nomination process or an election, the legislative body of the district may appoint one of its members as an alternate to participate in the presiding officer's

place. A copy of the meeting minutes showing the appointment needs to be presented along with your nomination form and future ballot.

3. **Nomination Period and Voting Period.** The Nomination Period will end on January 4, 2024. Following the nomination period, unless there is only one nominee for a seat, ballots containing the names of qualified nominees will be mailed to each eligible special district. The voting period will be up to 45-days.
4. **Quorum; Majority Vote; Possible Runoff Election.** There are 39 special districts. For the election to be valid, at least 20 valid votes must be received. Election shall be by a majority of those voting, and not by plurality. In the event that a nominee does not receive a majority of votes cast, a runoff election shall be held between the two nominees receiving the highest number of votes.

**Notice:** There will be no election if pursuant to Government Code section 56332(c)(2), “[at] the end of the nomination period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed” to the Commission.

Nominations for one Regular Special District Member and one Alternate Special District Member should be submitted to the LAFCO Executive Officer, at the following address, faxed, or emailed by **January 4, 2024** Nomination Forms are attached to this notice.

Santa Barbara Local Agency Formation Commission  
105 East Anapamu Street, Santa Barbara CA 93101  
FAX 805/568-2249  
Email Address: [lafco@sblafco.org](mailto:lafco@sblafco.org)

Please contact the LAFCO office if you have any questions.

Sincerely,



Mike Prater  
Executive Officer

Enc.

**SANTA BARBARA  
LOCAL AGENCY FORMATION COMMISSION**

<p style="text-align: center;"><b>NOMINATION FOR <u>REGULAR</u> SPECIAL DISTRICT MEMBER</b></p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 or FAX to (805) 568-2249 or email to <a href="mailto:lafco@sblafco.org">lafco@sblafco.org</a></p>	<p>LAFCO STAFF USE</p> <p>Date Received: _____</p>
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Please print in ink or type

POSITION SOUGHT:                      Regular Special District Member

NAME OF NOMINEE: \_\_\_\_\_

NOMINEE’S DISTRICT: \_\_\_\_\_

MAILING ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

π  
Phone: Bus. \_\_\_\_\_, Cell: \_\_\_\_\_

SIGNATURE OF NOMINATOR:

\_\_\_\_\_

Name of Independent Special District

\_\_\_\_\_

Signature

\_\_\_\_\_

Print Name

**Nominator Title (please check one)**

Presiding Officer of the Special District Board

Presiding Officer’s alternate as designated by Special District Board to vote or make a nomination in this election. (Gov. Code sec. 56332.)

**Date:** \_\_\_\_\_



**ADDITIONAL INFORMATION:** On this form or an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Regular Special District Member: This information will be distributed to all independent special districts.

**SANTA BARBARA  
LOCAL AGENCY FORMATION COMMISSION**

<p style="text-align: center;"><b>NOMINATION FOR <u>ALTERNATE</u> SPECIAL DISTRICT MEMBER</b></p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 or FAX to (805) 568-2249 or email to <a href="mailto:lafco@sblafco.org">lafco@sblafco.org</a></p>	<p>LAFCO STAFF USE</p> <p>Date Received: _____</p>
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Please print in ink or type

POSITION SOUGHT:                      Alternate Special District Member

NAME OF NOMINEE: \_\_\_\_\_

NOMINEE’S DISTRICT: \_\_\_\_\_

MAILING ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

π  
Phone: Bus. \_\_\_\_\_, Cell: \_\_\_\_\_

SIGNATURE OF NOMINATOR:

\_\_\_\_\_

Name of Independent Special District

\_\_\_\_\_

Signature

\_\_\_\_\_

Print Name

**Nominator Title (please check one)**

Presiding Officer of the Special District Board

Presiding Officer’s alternate as designated by Special District Board to vote or make a nomination in this election. (Gov. Code sec. 56332.)

**Date:** \_\_\_\_\_

**ADDITIONAL INFORMATION:** On this form or an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Alternate Special District Member: This information will be distributed to all independent special districts.



# Agenda

## Item #12





SENATOR MONIQUE LIMÓN  
NINETEENTH SENATE DISTRICT  
California Legislature

Thank you for brightning the Halloween day  
for preschoolers at SBCC Orfalea Learning  
Center. The kids loved the stickers and pencils  
and a couple of them dressed up as Firefighters!

Thank you,  
Monique

