



SCOTIA COMMUNITY SERVICES DISTRICT  
NOTICE IS HEREBY GIVEN THAT A  
**REGULAR MEETING**  
OF THE BOARD OF DIRECTORS

WILL BE HELD AT:  
122 MAIN STREET  
SCOTIA, CALIFORNIA

**Thursday, December 17, 2015**  
**Regular Meeting at 5:30 P.M.**

**AGENDA**

- A. CALL TO ORDER/ ROLL CALL** The Presiding officer will call the meeting to order and call the roll of members to determine the presence of a quorum.
- PLEDGE OF ALLEGIANCE**
- B. SETTING OF AGENDA**  
The Board may adopt/ revise the order of the agenda as presented.
- C. CONSENT CALENDAR**
- C1. Approval of Minutes from Previous Meetings**
- November 19, 2015
- December 3, 2015
- D. PUBLIC COMMENTS & WRITTEN COMMUNICATIONS**  
Regularly scheduled meetings provide an opportunity for members of the public to directly address the SCSD Board Members on any action item that has been described in the agenda for the meeting, before or during consideration of that item, or on matters not identified on the agenda within the Board jurisdiction. Comments are not generally taken on non-action items such as reports or information. Comments should be limited to three minutes.
- E. PUBLIC HEARING- None**
- F. BUSINESS**
- F1. New Business –**
- a. Swearing in of Appointed Board Members**
  - b. Election of Board Officers per GC §61043(a)**
  - c. Consider adoption of Resolution 2015-11: A Resolution of the Board of Directors of the Scotia Community Services District to Adopt the Scotia Community Services District Bylaws**
  - d. Consider adoption of Resolution 2015-12: A Letter of Intent between Scotia Community Services District and Town of Scotia, LLC. To accept assets and infrastructure conveyed by Covenant and Agreement (signed by the Town of Scotia LLC**

on February 5, 2014) to Dedicate Property and Convey Other Assets to the Scotia Community Services District

**e. Board Training and Approval- January 2016**

**F2. Old Business**

**a. DCI Builders Update**

**G. REPORTS**

No specific action is required on these items, but the Board may briefly discuss any particular item raised.

**1. President's Report:**

**2. Board Director Reports:**

**3. Interim Manager's Report:**

**4. Special Counsel's Report:** setting time/date/place of meetings, Personnel Policies update

**5. Engineer's Report:** Water Quality Update

**6. Fire Chief's Status Report:**

**7. Board Clerk Report:**

**H. ADJOURNMENT**

Next Regular Meeting of the SCSD will be January 21, 2016 at 5:30 PM.  
A Special meeting may be held prior to that.

Notice regarding the Americans with Disabilities Act: The District adheres to the [Americans with Disabilities Act](#). Persons requiring special accommodations or more information about accessibility should contact the District Office. Notice regarding Rights of Appeal: Persons who are dissatisfied with the decisions of the SCSD Board of Directors have the right to have the decision reviewed by a State Court. The District has adopted [Section 1094.6](#) of the [Code of Civil Procedure](#) which generally limits the time within which the decision may be judicially challenged to 90 days.

**Minutes of the Regular Board Meeting of the  
Scotia Community Services District**  
Thursday, November 19, 2015 at 5:30 P.M.  
122 Main Street, Scotia, CA 95565

**A. CALL TO ORDER/ ROLL CALL**

The regular meeting of the Board of Directors of the Scotia Community Services District convened at 5:30 pm with the following directors in attendance:

Diane Bristol	Director - present
John Broadstock	Director - present
Gayle McKnight	Director – present
Susan Pryor	Director – present
Rick Walsh	President – present

Staff: Tracy Boobar, Steve Davidson, Leslie Marshall, Steve Tyler

**B. SETTING OF AGENDA**

Additions/revisions to the agenda:

**Motion:** Motion to table Agenda Item F1a

**Motion:** Pryor                      **Second:** Bristol

**Motion Vote:** Ayes - 5              Opposed - 0    Abstain - 0

**Motion:** Motion to Amend H3 and H5 to include negotiators “Tracy M. Boobar, President Rick Walsh, and Town of Scotia Company LLC.”

**Motion:** Bristol                      **Second:** Pryor

**Motion Vote:** Ayes - 5              Opposed - 0    Abstain - 0

**C. CONSENT CALENDAR**

**C1. Approval of Minutes from Previous Meetings**

**October 15, 2015**

**Motion:** Motion to approve Consent Calendar

**Motion:** Broadstock                      **Second:** McKnight

**Motion Vote:** Ayes - 5              Opposed - 0    Abstain - 0

**D. PUBLIC COMMENTS & WRITTEN COMMUNICATIONS**

Renee Abrams spoke of concern regarding Closed Session compliance with Brown Act. Legal Counsel provided clarification on definition of price, terms, and conditions.

Mary Sanderson spoke on concern regarding alleyway lighting for alleyway behind 122 Main Street, between homes and hospital.

**E. PUBLIC HEARING- None**

**F. BUSINESS**

**F1. New Business –**

- a. Consider adoption of Resolution 2015-11: A Resolution of the Board of Directors of the Scotia Community Services District to Adopt the Scotia Community Services District Personnel Policies & Procedures**

Agenda Item Tabled

**b. Consider adoption of Ordinance No. 2015-2: An Ordinance of the Board of Directors of the Scotia Community Services District Adopting Title II- Water Service**

Interim General Manager introduced the Ordinance. District Engineer introduced the staff report, and explained that a fee schedule will be adopted separately by resolution at a later date. Legal Counsel suggested that the Ordinance be read by title only.

**Motion:** Motion to read Ordinance by title only

**Motion:** Bristol

**Second:** Pryor

**Motion Vote:** Ayes - 5 Opposed - 0 Abstain - 0

**Motion:** Motion to adopt Ordinance No. 2015-2: An Ordinance of the Board of Directors of the Scotia Community Services District Adopting Title II- Water Service

**Motion:** Pryor

**Second:** Bristol

**Motion Vote:** Ayes - 5 Opposed - 0 Abstain - 0

**c. Consider adoption of Ordinance No. 2015-3: An Ordinance of the Board of Directors of the Scotia Community Services District Adopting Title III- Wastewater Service**

District Engineer introduced the staff report, and explained that a fee schedule will be adopted separately by resolution at a later date, to be reviewed annually with a Consumer Price Index increase. President Walsh elaborated on the Ordinance. Legal Counsel suggested that the Ordinance be read by title only.

**Motion:** Motion to read Ordinance by title only

**Motion:** Broadstock

**Second:** McKnight

**Motion Vote:** Ayes - 5 Opposed - 0 Abstain - 0

**Motion:** Motion to adopt Ordinance No. 2015-3: An Ordinance of the Board of Directors of the Scotia Community Services District Adopting Title III- Wastewater Service

**Motion:** Pryor

**Second:** Bristol

**Motion Vote:** Ayes - 0 Opposed - 0 Abstain - 0

**F2. Old Business – NONE**

**G. REPORTS**

- 1. President's Report:** Discussed Chamber of Commerce Meeting from previous month
- 2. Board Director Reports:** None
- 3. Interim Manager's Report:** handed out Bruce Gehrke's WWTP report, reported on meeting with Humboldt County regarding Stormwater
- 4. Special Counsel's Report:** discussed e-mail and phone policy
- 5. Engineer's Report:** reported on meeting with Humboldt County regarding Stormwater
- 6. Fire Chief's Status Report:** none- next report in December
- 7. Board Clerk Report:** reported on Board Clerk/Secretary Conference, oral working group report, swearing in board members for December meeting, January board training, SCSD office closures for holidays, planning 2016 meeting date/time/place.

**H. ADJOURN TO CLOSED SESSION – 6:47pm**

**H1. Call to Order – 7:08pm**

**H2. Roll Call – all present**

**H3. Government Code §54956.8 Real Property Negotiations relating to price and terms re: Scotia Wastewater Treatment Plant. Negotiators: Tracy M Boobar & President Rick Walsh**

Update by Motion (see setting of the agenda)

**H4. Closed Session Discussion**

**H5. Government Code §54956.8 Real Property Negotiations relating to price and terms re: Scotia Water Treatment Plant. Negotiators: Tracy M Boobar & President Rick Walsh**

Update by Motion (see setting of the agenda)

**H6. Closed Session Discussion**

**I. ADJOURN TO OPEN SESSION**

**II. Report out of Closed Session** – adjourned closed session to December 3, 2015 special meeting at 5:30pm.

**J. ADJOURNMENT**

Meeting adjourned at 8:50 pm by Board President Rick Walsh.

These minutes were approved by the Board of Directors of the Scotia Community Services District on December 17, 2015 at its duly-noticed regular meeting in Scotia, CA.

APPROVED:

\_\_\_\_\_  
Rick Walsh, President  
Board of Directors  
Scotia Community Services District

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Leslie Marshall, Board Clerk  
Scotia Community Services District

\_\_\_\_\_  
Date

**Minutes of the Special Board Meeting of the  
Scotia Community Services District**  
Thursday, December 3, 2015 - 5:30 P.M.  
122 Main Street, Scotia, CA 95565

**A. CALL TO ORDER/ ROLL CALL**

The regular meeting of the Board of Directors of the Scotia Community Services District convened at 5:35pm with the following directors in attendance:

Diane Bristol	Director - present
John Broadstock	Director - present
Gayle McKnight	Vice President, Director – present, presiding meeting
Susan Pryor	Director –present
Rick Walsh	President - absent

Staff: Tracy Boobar, Steve Tyler, Steve Davidson

**B. SETTING OF AGENDA**

Additions/revisions to the agenda: None

**C. PUBLIC COMMENT - NONE**

**D. PUBLIC HEARING – NONE**

**E. BUSINESS** – Interim General Manager presented letter to the Humboldt Planning Commission from SCSD Staff regarding formation of Scotia Community Services District, and requesting inclusion into County process.

**E1. Continued Closed Session from the November 19, 2015 meeting regarding items below**

Staff made public information regarding the transfer of assets, per TOS “Plan A” and “Plan B”, and SCSD “Plan C”, in which the SCSD would accept all properties and responsibility for the linear infrastructure in exchange for a lump sum of money, before adjourning to closed session per the language below in F3 and F5.

**F. ADJOURN TO CLOSED SESSION – 5:42pm**

**F1. Call to Order**

**F2. Roll Call**

**F3. Government Code §54956.8 Real Property Negotiations relating to price and terms re: Scotia Wastewater Treatment Plant. Agency Negotiators: Tracy M Boobar & President Rick Walsh. Negotiating Parties: Scotia Community Services District & Town of Scotia Company LLC.**

**F4. Closed Session Discussion**

**F5. Government Code §54956.8 Real Property Negotiations relating to price and terms re: Scotia Water Treatment Plant. Agency Negotiators: Tracy M Boobar & President Rick Walsh. Negotiating Parties: Scotia Community Services District & Town of Scotia Company LLC.**

**F6. Closed Session Discussion**

**G. ADJOURN TO OPEN SESSION – 6:46pm**

**G1. Report out of Closed Session**

Board directs staff to draft a Letter of Intent in the form of a resolution indicating the SCSD's plans to accept all dedicated properties. The Board also directs staff to begin researching the cost of Plan C as determined in open session under item E1.

**H. ADJOURNMENT**

Meeting adjourned at 6:49 pm by Board Vice President Gayle McKnight.

These minutes were approved by the Board of Directors of the Scotia Community Services District on December 17, 2015 at its duly-noticed regular meeting in Scotia, CA.

APPROVED:

\_\_\_\_\_  
Rick Walsh, President  
Board of Directors  
Scotia Community Services District

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Leslie Marshall, Board Clerk  
Scotia Community Services District

\_\_\_\_\_  
Date



**COUNTY OF HUMBOLDT**  
**Office of Elections & Registrar of Voters**

3033 H Street, Room 20  
 Eureka, CA 95501

Main 707-445-7481  
 Fax 707-445-7204

Date: November 25, 2015  
 To: Scotia Community Services District  
 From: Lucinda Jackson, Administrative Analyst  
 Re: Appointments to District Boards

On November 24, 2015, the Humboldt County Board of Supervisors considered and approved nominations for appointment to service districts' board of directors either (1) in lieu of an election, or (2) pursuant to special district recommendation for appointment.

Elections Code Section 10515 provides direction for special district appointments when either the number equals or is less than the number of positions available. When the number of qualified candidates filing for a position equals the number of positions available and no petition requesting an election has been filed, the Registrar of Voters is directed to request its supervising authority, the Humboldt County Board of Supervisors, appoint qualified candidates in lieu of an election.

Based on in lieu appointment, the following board terms have been filled:

<u>Term (in years)</u>	<u>Board Member</u>
4	Diane Bristol
4	Susan Pryor

Board members will assume office on December 4, 2015. Attached is a **Certificate of Appointment in Lieu of Election** for new members to your special district board, and a **Roster of Public Officials**. Please **complete** these documents and **return signed originals** to the Office of Elections **by December 31, 2015.**

Additionally, board members assuming office for the first time and board members leaving office need to complete a **California Form 700: Statement of Economic Interest**, and return it to the Office of Elections. Both the Form 700 and instructions are available online at [www.fppc.ca.gov](http://www.fppc.ca.gov).

Please contact the Office of Elections at 707-445-7481 with questions.



**DIRECTOR – SPECIAL DISTRICT**

**CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION**

Elections Code 10515

I, KELLY SANDERS, Humboldt County Registrar of Voters, do hereby certify that **DIANE BRISTOL** was nominated for the position of Director of the **SCOTIA COMMUNITY SERVICES DISTRICT** and that the number of candidates was equal to or did not exceed the number of offices to be filled at the Consolidated District Election held on November 3, 2015. Therefore pursuant to Section 10515 of the California Elections Code the appointment was made by the Humboldt County Board of Supervisors. The term of this office is 4 years ending on the first Friday of December 2019.

Dated: November 25, 2015

Kelly Sanders

County Registrar of Voters

By

  
Deputy Clerk

**OATH OF OFFICE**

Govt Code Section 1360-1363, inclusive,  
3105 Section 3, Article XX, State Constitution

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

(Signed)

\_\_\_\_\_

(Dated)

\_\_\_\_\_

(Address)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of person administering oath

Original of this form to be returned to Humboldt County Elections Office at 3033 H Street, Eureka, CA 95501

**DIRECTOR – SPECIAL DISTRICT**

**CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION**

Elections Code 10515

I, KELLY SANDERS, Humboldt County Registrar of Voters, do hereby certify that **SUSAN PRYOR** was nominated for the position of Director of the **SCOTIA COMMUNITY SERVICES DISTRICT** and that the number of candidates was equal to or did not exceed the number of offices to be filled at the Consolidated District Election held on November 3, 2015. Therefore pursuant to Section 10515 of the California Elections Code the appointment was made by the Humboldt County Board of Supervisors. The term of this office is 4 years ending on the first Friday of December 2019.

Dated: November 25, 2015

Kelly Sanders

County Registrar of Voters

By

  
Deputy Clerk

**OATH OF OFFICE**

Govt Code Section 1360-1363, inclusive,  
3105 Section 3, Article XX, State Constitution

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

(Signed) \_\_\_\_\_

(Dated) \_\_\_\_\_

(Address) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of person administering oath

Original of this form to be returned to Humboldt County Elections Office at 3033 H Street, Eureka, CA 95501

## ROSTER OF PUBLIC OFFICIALS

Legal Name of Agency: Scotia Community Services District

Mailing Address: P.O. Box 104, Scotia, CA 95565

Telephone: 707-506-3030 Fax: N/A

EMAIL: info.scotiased@gmail.com

**Members of Governing Board** (if you need additional space, please use a separate piece of paper)

Name: Diane Erickson Bristol Current term ends: 2019

Residence address: \_\_\_\_\_

Name: John Broadstock Current term ends: 2017

Residence address: \_\_\_\_\_

Name: Gayle McKnight Current term ends: 2017

Residence address: \_\_\_\_\_

Name: Susan Pryor Current term ends: 2019

Residence address: \_\_\_\_\_

Name: Pick Walsh Current term ends: 2017

Residence address: \_\_\_\_\_

Title and name of Presiding Officer: \_\_\_\_\_, President

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

Name of secretary or clerk: Leslie Marshall, Clerk of the Board

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

Address where records are maintained: 122 Main Street  
Scotia, CA 95565

Frequency, time and place of board meetings: Third Thursday, every  
month at 5:30 pm at 122 Main St., Scotia, CA 95565

Submitted by: \_\_\_\_\_  
(signature)

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

Title: Clerk of the Board

## **Scotia Community Services District**

### **Staff Report**

DATE: December 17, 2015

TO: Scotia Community Services District Board of Directors

FROM: Steve Tyler, Interim District Manager

SUBJECT: Election of Board Officers per GC §61043(a)

---

#### **RECOMMENDATION:**

The Administrative staff recommends that the Board elect officers for the Scotia Community Services District Board of Directors.

#### **ACTION:**

Elect Board Officers

#### **DISCUSSION:**

Per GC §61043(a), within 45 days after each general district or unopposed election, the board of directors shall meet and elect the officers of the board of directors. A board of directors may elect the officers of the board of directors annually. The officers of a board of directors are a president and a vice president. The president shall preside over meetings of the board of directors and the vice president shall serve in the president's absence or inability to serve. A board of directors may create additional offices and elect members to those offices, provided that no member of a board of directors shall hold more than one office.

#### **FISCAL IMPACT:**

None

## **Scotia Community Services District**

### **Staff Report**

DATE: December 17, 2015

TO: Scotia Community Services District Board of Directors

FROM: Steve Tyler, Interim District Manager

SUBJECT: Scotia Community Services District Bylaws

---

#### **RECOMMENDATION:**

The Administrative staff recommends that the Board receive a staff report on the Scotia Community Services District Bylaws.

#### **ACTION:**

Adopt the Scotia Community Services District Bylaws, by Resolution

#### **DISCUSSION:**

The State of California requires all Community Services Districts to develop and adopt Bylaws.

The Scotia Community Services District ("SCSD") Bylaws were developed utilizing information obtained from other agencies and organizations that provide similar services as the SCSD. The SCSD Bylaws include information regarding the District; Powers, Elections, Directors, Officers, Primary Office, Meetings, Administration and Amendments. The SCSD Working Group has assisted the administrative staff in developing and editing the Bylaws.

The SCSD General Manager has the responsibility for annually reviewing the Bylaws, to assure that they comply with all State regulations.

#### **FISCAL IMPACT:**

None



**RESOLUTION NO. 2015-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE SCOTIA COMMUNITY SERVICES DISTRICT  
TO ADOPT THE SCOTIA COMMUNITY SERVICES DISTRICT BYLAWS**

**WHEREAS**, the Scotia Community Services District (“Scotia CSD”) is organized and operates pursuant to the California Government Code Section 61000, *et seq.*; and

**WHEREAS**, California Government Code Section 61045(f) requires the Board to adopt rules or bylaws for the proceedings of the Scotia Community Services District; and

**WHEREAS**, to ensure the orderly process and function of the Scotia CSD, it is necessary to adopt bylaws which set out Board rules and governance procedures.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Scotia Community Service District as follows:

Section 1: The Recitals set forth above are incorporated herein and made an operative part of this Resolution.

Section 2: The Bylaws of the Scotia Community Services District dated December 17, 2015, attached hereto as Exhibit “A” and by this reference made a part hereof, are hereby adopted as the official Bylaws of this District.

This resolution shall be effective upon its adoption.

Dated: \_\_\_\_\_, 20\_\_

APPROVED:

\_\_\_\_\_  
Rick Walsh, Board President, Scotia CSD

ATTEST:

\_\_\_\_\_  
Clerk of the Board, Scotia CSD

### CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 2015-12, passed and adopted at a regular meeting of the Board of Directors of the Scotia Community Service District, County of Humboldt, State of California, held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

---

Clerk of the Board, Scotia CSD



BYLAWS

OF THE

SCOTIA COMMUNITY SERVICES DISTRICT

DECEMBER 2015



## TABLE OF CONTENTS

<b>ARTICLE 1.0: DISTRICT POWERS .....</b>	<b>4</b>
1.1 Powers.....	4
<b>ARTICLE 2.0: ELECTIONS.....</b>	<b>5</b>
2.1 Election Code Provisions Applicable .....	5
2.2 Nomination of Directors .....	5
2.3 Notice of Election .....	5
2.4 Cancellation of Election.....	5
<b>ARTICLE 3.0: DIRECTORS .....</b>	<b>6</b>
3.1 Number of Directors .....	6
3.2 Election and Term of Office .....	6
3.3 Seating of Directors .....	6
3.4 Terms of Succeeding Directors.....	6
3.5 Vacancies .....	6
3.6 Compensation of Directors .....	6
<b>ARTICLE 4.0: OFFICERS AND STAFFING.....</b>	<b>6</b>
4.1 Officers .....	6
4.2 Compensation .....	7
4.3 Performance Bond .....	7
4.4 Board Organization.....	7
4.5 President of the Board.....	7
4.6 Vice President of the Board .....	7
4.7 General Manager.....	7
4.8 Clerk of the Board.....	8
4.9 Annual Audit.....	8
<b>ARTICLE 5.0: OFFICES.....</b>	<b>8</b>
5.1 Principal Office.....	8
<b>ARTICLE 6.0: MEETINGS .....</b>	<b>8</b>
6.1 Place and Time of Meetings .....	8
6.2 Special Meetings.....	8
6.3 Emergency Meetings .....	8
6.4 Public Notification .....	8
6.5 Form of Action.....	9
6.6 Quorum .....	9
6.7 Board Policies .....	9
<b>ARTICLE 7.0: DISTRICT ADMINISTRATION .....</b>	<b>9</b>
7.1 Depository of District Money .....	9

7.2	Inspection of District Records .....	9
7.3	Records .....	9
7.4	Methods of Payment .....	9
7.5	Contracts .....	9
7.6	Review of Bylaws .....	9
7.7	Public Session .....	9
7.8	Recall of Directors .....	10
7.9	Seal.....	10
7.10	Contract Bids .....	10
<b>ARTICLE 8.0: AMENDMENTS.....</b>		<b>10</b>
8.1	Amendments .....	10

## **ARTICLE 1.0     DISTRICT POWERS**

### **1.1     Powers**

Subject to the limitations of laws governing community services districts, all District powers shall be exercised by or under the authority of the Board. The business and affairs of the District shall also be controlled by the Board. The express powers of the District at this time are as follows:

- (a) Select and remove all other officers, agents and employees of the District; prescribe such powers and duties for them that are consistent with law, or the Bylaws; and fix their compensation.
- (b) Conduct, manage and control the affairs and business for the District and to make rules and regulations that are consistent with state or federal law.
- (c) Change the monthly meeting place and/or time; change the principal office for the transaction of business of the District from one location to another within the same District, as provided in this document.
- (d) Represent the inhabitants of the District on any District problems with various regulatory agencies.
- (e) Supply the inhabitants of the District with water for domestic use, irrigation, sanitation, industrial use, fire protection, and recreation.
- (f) Collect, treat, and/or dispose of wastewater, and stormwater of the District and its inhabitants.
- (g) Protect the community against fire, supporting a fire department with emergency response and rescue services, which may include emergency medical services.
- (h) Acquire, construct, improve, maintain and operate public recreation through parks, which may include but not limited to, baseball parks, soccer fields, playgrounds, museum, theater, or other recreation facilities.
- (i) Acquire, construct, improve, maintain and operate community facilities, which may include but not limited to, community centers, libraries, theatres, museums, cultural facilities, and childcare facilities.
- (j) Acquire, construct, improve, maintain and operate historic street lighting.
- (k) Take or acquire real or personal property of every kind within or outside the District by condemnation, contract, deed, devise, gift, grant, lease, or purchase. To convey, dispose of, encumber, hold, manage, and occupy property, and to create a lease hold interest in the property for the benefit of the District.
- (l) Sue and be sued in all actions and proceedings in all courts and tribunals of appropriate jurisdiction in its own name.
- (m) Borrow money, incur or assume debt and issue bonds or other evidences of such debt; provided, however, that the District shall not incur any bonded debt to exceed 15% of all assessed value of all taxable property in the District at the time bonds are issued, except revenue bonds issued.

- (n) Adopt ordinances following state law, and to adopt regulations to govern the use of District facilities and property, including regulations imposing reasonable charges for their use.
- (o) Contract with any city, county, district, JPA, political subdivision, political corporation, other public agency of the state, or Private Corporation, to purchase or acquire from, or to sell to, or jointly acquire, construct, operate or maintain a water or wastewater system.
- (p) Levy and cause to be collected, taxes and benefit assessments for the purpose of carrying on the operations and paying the obligations of the District.
- (q) Enter into and perform all contracts for any and all purposes necessary and convenient for the full exercise of its powers.
- (r) Take any and all actions necessary to carry out the provisions of these powers, and any express or implied powers in the Government Code.

## **ARTICLE 2.0 ELECTIONS**

### **2.1 Election Code Provisions Applicable**

The provisions of the Election Code relating to the qualification of electors, the manner of voting, the duly elected officers, the canvassing of returns, and all other particulars in respect to the management of general elections so far as they may be applicable shall govern all District elections.

### **2.2 Nomination of Directors**

Nominations for the office of director shall be made by petition of not less than ten (10), nor more than twenty (20) registered electors filed with the Humboldt County Elections Department not earlier than seventy-five (75) days nor later than 5:00 p.m. on the fiftieth (50th) day before the election. The Humboldt County Elections Department shall publish notice such petitions as may be received. Notice shall be published at least seven (7) days prior to the final date for receiving petitions.

### **2.3 Notice of Election**

Notice of each District election shall be published by the Humboldt County Elections Department once a week for two (2) successive weeks prior to the election, as set forth in the GC §6066 of the State of California.

### **2.4 Cancellation of Election**

If on the fiftieth (50th) day prior to a general District election one (1) person only has been nominated for each of the positions of director to be filled at that election, or if no person has been so nominated for any one or more of the officers, any petition signed by five percent (5%) of the voters requesting that the election be held has not been presented to the Board, the election shall not be held. In such case, the publication heretofore provided for shall instead of calling an election, state that no election is to be held and that the Board of Supervisors shall, in accordance with Elections Code Section 61043(a),

appoint those nominated for the position of director; or if no person has been nominated for the position, the Board of Supervisors will appoint any qualified person or persons.

## **ARTICLE 3.0 DIRECTORS**

### **3.1 Number of Directors**

The authorized number of Directors of the District shall be five (5) until changed by election. The Directors shall be elected at large.

### **3.2 Election and Term of Office**

Directors shall be elected for four (4) year terms on the first Tuesday after the first Monday in November in even numbered years, with terms staggered such that three (3) Directors shall be elected in a single election, and the remaining two (2) Directors elected two (2) years later, in accordance with applicable provisions of the Government Code and Elections Code.

### **3.3 Seating of Directors**

All elected Directors shall take office on December 1, or at the regularly scheduled Board Meeting in December, following election or upon certification of the election.

### **3.4 Terms of Succeeding Directors**

The term of office of each Director shall be four (4) years.

### **3.5 Vacancies**

All vacancies on the Board will be filled by appointment by the remaining Directors. If the Board fails to fill a Director position, the County of Humboldt shall intercede.

### **3.6 Compensation of Directors**

District Board members shall receive a stipend for attendance at regular and special Board meetings. District Board members shall receive a stipend for attendance at meetings of the Board committees to which they have been delegated as a member. No Director will collect more per month than provided by State law. The amount per stipend shall be determined by resolution.

## **ARTICLE 4.0 OFFICERS AND STAFFING**

### **4.1 Officers**

The Officers of the District shall be a President and Vice President. The District shall also have a General Manager and Clerk of the Board. A Director shall not be the General Manager or Clerk of the Board, however, the General Manager and Clerk of the Board may be the same person.

## **4.2 Compensation**

At any time the Board may appoint, employ, fix the compensation of, and prescribe the authorities and duties of the officers, employees, attorneys, engineers, or independent contractors necessary for the business of the District.

## **4.3 Performance Bond**

The General Manager, Clerk of the Board, and any other employee or assistant of the District, if required to do so by the Board, shall each give a bond to the District conditioned for the performance of his or her duties as the Board may require. The Treasurer must provide a performance bond.

## **4.4 Board Organization**

The Board shall reorganize at the regular meeting of the Board in December each year.

## **4.5 President of the Board**

The President of the Board shall, if present, preside at all meetings of the Board and exercise and perform powers and duties as may be required by the Board or presented by the Bylaws, or the statutes governing the community services districts within the State of California. The President shall be an ex-officio member of all standing committees.

## **4.6 Vice President of the Board**

In the absence or disability of the President, the Vice President shall perform all the duties of the President, and shall have all the powers and restrictions upon the President. The Vice President shall have the powers and duties as from time to time may be required by the Board and Bylaws, or the statutes governing the community services districts within the State of California.

## **4.7 General Manager**

The General Manager shall serve as advisor to the President and Board, and shall, if directed by the Board, execute and direct enforcement of ordinances and resolutions passed by the Board. The General Manager shall develop information pertinent to the services to be performed by the District and report this information to the Board, and shall act as a contact between the Board and all county, city and governmental regulatory bodies. The General Manager shall carry out all orders, directions, and policies of the District. The General Manager shall (a) have full charge and control of the maintenance, construction, and the day-to-day operations of the District; (b) have full power and authority to fill all positions authorized by the Board and to discharge from such positions any employee; (c) prescribe the duties of employees; (d) keep and maintain, or cause to be kept and maintained, all financial records of the District, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, surplus, and shares; (e) deposit all monies in such depositories as may be designated by the Board; (f) disburse funds of the District as may be ordered by the Board, and render to the President and Directors upon request, an account of all of the transactions and of the financial condition of the District; (g) perform other duties imposed by the Board; and (h) report to the Board in accordance with the rules and regulations the Board adopts.

#### **4.8 Clerk of the Board**

The Clerk of the Board shall keep or cause to be kept at the principal office, or such other place as the Board of Directors may order, a book of minutes of all meetings of directors with the time and place of meeting, whether regular or special, and if special, who authorized, the notice thereof given and the names of those present at the Director's meetings. The Clerk of the Board shall keep or cause to be kept, at the principal office any register showing the names and addresses of the directors of the service district. The Clerk of the Board shall give or cause to be given, notice of all meetings of the Board of Directors required by the Bylaws or the laws of the State of California, and shall keep the seal of the service district in safe custody, and shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the Bylaws.

#### **4.9 Annual Audit**

The General Manager shall have a certified auditing firm audit the District's books annually at the end of each fiscal year, and as directed by the Board.

### **ARTICLE 5.0 DISTRICT OFFICE**

#### **5.1 Location**

The district office for the transaction of business of the Scotia Community Services District (the "District") is located at 122 Main Street, Scotia, California 95565. The Board has full power and authority to change the district office from one location to another in the District. Any such change shall be noted in the Bylaws or this section may be amended by resolution to state the new location.

### **ARTICLE 6.0 MEETINGS**

#### **6.1 Place and Time of Meetings**

Regular monthly meetings of the Board shall be held in the District office on the third Thursday of each and every month, at 5:30 p.m. (unless another meeting place and/or time is set in case of necessity). The place and time of meetings may be changed by the Board by resolution.

#### **6.2 Special Meetings**

Special meetings of the Board may be called for any purpose at any time by the President or Vice President.

#### **6.3 Emergency Meetings**

An emergency meeting of the Board may be called by the Board in accordance with provisions of the Ralph M. Brown Act.

#### **6.4 Public Notification**

All meetings, whether regular, special or emergency, shall be open and public and notice shall be given to the Board and to the public in accordance with the provisions of the Ralph M. Brown Act.

## **6.5 Form of Action**

The Board shall act only by ordinance, resolution, or motion.

## **6.6 Quorum**

A majority of the authorized number of Directors shall be necessary to constitute a quorum for the transaction of business (3 constitutes a majority). No ordinance, resolution or motion shall be passed or become effective without the affirmative vote of at least a majority of the members of the Board.

## **6.7 Board Policies**

The Board shall establish rules for its proceedings.

# **ARTICLE 7.0 DISTRICT ADMINISTRATION**

## **7.1 Depository of District Money**

The Board shall designate a financial institution(s) or governmental agency(ies) for the depository of the District's money.

## **7.2 Inspection of District Records**

Inspection of District records shall be open to inspection upon the written demand of any person in accordance with State law.

## **7.3 Records**

All District records shall be retained, in accordance with the District's Records Retention Policy.

## **7.4 Methods of Payment**

All methods of payment shall be made in accordance with the District's Purchasing and Procurement Policy.

## **7.5 Contracts**

All contracts shall be entered into in accordance with the Purchasing and Procurement Policy.

## **7.6 Review of Bylaws**

An updated copy of the Bylaws shall be available for review at the District Office within business hours.

## **7.7 Public Session**

All legislative sessions of the Board shall be conducted in accordance with the Ralph M. Brown Act. Public sessions shall generally be conducted in accordance with District Bylaws and applicable statutes.



### **7.8 Recall of Directors**

Every incumbent of the office of Director, whether elected by popular vote for a full term or appointed, may be recalled by the voters in accordance with the recall provisions of the Elections Code of the State of California.

### **7.9 Seal**

The District may adopt a seal and alter it at pleasure.

### **7.10 Contract Bids**

All contracts for the construction of any unit of work, except as otherwise statutorily provided, shall be in accordance with State law.

## **ARTICLE 8.0 AMENDMENTS**

### **8.1 Amendments**

These Bylaws may be altered, amended, repealed, in whole or in part, and new Bylaws may be adopted by the Board of Directors from time to time as the Board shall deem necessary. Any changes must be proposed in writing at least one regular meeting before adoption may be completed. Changes must be approved by at least a majority vote.

DATE: \_\_\_\_\_, 20\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk of the Board, Scotia Community Services District

APPROVED:

\_\_\_\_\_  
President, Scotia Community Services District

Clerk of the Board's Certificate

I hereby certify that the foregoing is a true and correct copy of Scotia Community Services District Bylaws as passed and adopted at a regular meeting of the Board of Directors of the Scotia Community Services District, Humboldt County, California on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

\_\_\_\_\_  
Clerk of the Board, Scotia Community Services District

**RESOLUTION NO. 2015-12**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SCOTIA COMMUNITY SERVICES DISTRICT  
TO ADOPT A LETTER OF INTENT TO ACCEPT ALL DEDICATED PROPERTIES  
FROM THE TOWN OF SCOTIA**

**WHEREAS**, the Humboldt Local Agency Formation Commission (“LAFCo”) in Resolution 10-09 approved the formation of the Scotia Community Services District on October 13, 2010; and

**WHEREAS**, the Scotia Community Services District (“SCSD”) is organized and operates pursuant to the California Government Code Section 61000, *et seq.*; and

**WHEREAS**, the Scotia Community Services District Board of Directors (the “Board”) was elected on August \_\_, 2014 and the Board held its first board meeting on \_\_\_\_\_ 2014; and

**WHEREAS**, the SCSD has taken on staff provided by a contractual agreement with Planwest Partners and legal counsel provided by the Law Offices of Nancy Diamond; and

**WHEREAS**, in September, 2015, the Board adopted its first annual budget as is required by California Government Code Section 61110(a); and

**WHEREAS**, the Board has adopted required board policies including Board Policies, Purchasing and Procurement, Injury Illness and Prevention Program and Public Records Policy Manual. The Personnel Policy and Conflict of Interest Policy are scheduled for adoption at the January board meeting; and

**WHEREAS**, the Board has adopted comprehensive water and wastewater ordinances; and

**WHEREAS**, the SCSD staff is prepared to begin the Proposition 218 process to obtain property owner approval of rates and fees. The SCSD staff is awaiting the updated DEA to be provided by SHN and which is necessary to determine the rates; and

**WHEREAS**, in the Covenant and Agreement, signed on February 5, 2014 by Frank Shaw Bacik, President of the Town of Scotia, LLC, the TOS agreed to convey title to the Dedicated Property to the SCSD; and

**WHEREAS**, the staff and Board of the SCSD have diligently and efficiently analyzed the condition of the Dedicated Properties and are prepared to begin providing water and wastewater service to the Scotia community.

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

Section 1: The Recitals set forth above are incorporated herein and made an operative part of this Resolution.

Section 2: Exhibit A entitled “A Letter of Intent to Accept All Dedicated Properties” is hereby adopted.

Section 4: This resolution shall be effective upon adoption.

Dated: December 17, 2015

APPROVED:

---

Rick Walsh, Board President, Scotia CSD

ATTEST:

---

Clerk of the Board, Scotia CSD

#### CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 2015-11, passed and adopted at a regular meeting of the Board of Directors of the Scotia Community Services District, County of Humboldt, State of California, held on the 17th day of December, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

---

Clerk of the Board, Scotia CSD



Date: December 17, 2015

Frank Bacik, President  
Town of Scotia, LLC  
Main Street  
Scotia, CA 9

Re: Letter of Intent

Dear Mr. Bacik:

This letter will set forth the preliminary intentions of the parties as to the general terms upon which the Scotia Community Services District ("SCSD") intends to acquire from the Town of Scotia, LLC ("TOS") (as agreed to by TOS on pages 1 and 2 of the Covenant and Agreement to Dedicate Property and Coney Other Assets to the Scotia Community Services District signed by TOS on February 5, 2014) all Dedicated Properties.

1. Upon closing of the agreement, SCSD would acquire all Dedicated Properties, including but not limited to the Wastewater Treatment and Water Treatment Plants, easements, the Museum, Theater, Parks, Carpenter Shop and Fire Department as described in the Covenant and Agreement.
2. As promptly as practicable upon satisfaction of contingencies, SCSD counsel will prepare an initial agreement ("Definitive Agreement") and other related agreements and documents for TOS' review.
3. It is understood that before the parties can enter a Definitive Agreement, (a) SCSD shall be satisfied with its investigation of the Dedicated Properties, including access to updated DEA, Asbestos and ADA reports; (b) SCSD shall have completed its Rate Study and the Proposition 218 process, enabling rates to be in effect prior to transition; (c) the Wastewater and Water Treatment Plants shall be in operating condition and in full compliance with state and federal requirements; and (d) SCSD shall receive funds as described in the Covenant and Agreement to include start-up, contingency and fire department monies.
4. The parties agree that this letter is merely an expression of intent and neither party is under any legal obligation to the other based on this letter, unless and until a Definitive Agreement is executed, except for this paragraph 4.0



If the foregoing is in accordance with your understanding, please execute and return the enclosed copy of this letter.

Sincerely,

Rick Walsh

President of the Board of Directors, Scotia Community Services District

Agreed to as to paragraph 4.

---

Frank Bacik, President, Town of Scotia, LLC

January 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					<b>1</b> New Years Day	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> CSDA Webinar: Prevailing Wage Updates for 2016	<b>8</b> CRWA Webinar: AB 54 Registration Deadline	<b>9</b>
<b>10</b>	<b>11</b> CRWA Webinar: AB 54	<b>12</b> CSDA Webinar: Harassment Prevention Training	<b>13</b>	<b>14</b> CSDA Event: How to be an Effective Board Member- Port Hueneme	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b> M L King Jr Day	<b>19</b>	<b>20</b> CSDA Webinar: Who Does What? Best Practices in Board/Staff Relations	<b>21</b>	<b>22</b>	<b>23</b>
<b>24</b> 2016 Special District Leadership Academy Conference- La Quinta	<b>25</b>	<b>26</b> CSDA Webinar: Intro to Special District Finances for New Board Members	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
<b>31</b>				CRWA	CSDA	



**California Special  
Districts Association**  
CSDA Districts Stronger Together

(<http://www.csdanet>)

+ NAV

OA  
Rural  
Water Assn.  
Webinars/Events.

## Education Calendar

View all of the upcoming professional development opportunities offered by CSDA. Click the links for more information and to register.



Join >  
CSDA

(<http://www.csdanet/csdanet-membership/join-csdanet/>)

Date	Title	City
1/7/2016	<b>L/E/GM</b> Webinar: <b>Prevailing Wage Updates for 2016</b> (/imis15/EventDetail?EventKey=WEBI010716)	
1/12/2016	<b>B</b> Webinar: <b>AB 1825 Harassment Prevention Training</b> (/imis15/EventDetail?EventKey=WEBI011216)	
1/14/2016	How to be an Effective New Board Member (/imis15/EventDetail?EventKey=EFBM011416)	Port Hueneme
1/20/2016	<b>Web</b> : Who Does What? Best Practices in Board/Staff Relations (/imis15/EventDetail?EventKey=WEBI012016)	
1/24/2016	2016 Special District Leadership Academy Conference (/imis15/EventDetail?EventKey=16SDLACONF)	La Quinta
1/26/2016	<b>GM/B</b> Webinar: <b>Intro to Special District Finances for New Boards</b> (/imis15/EventDetail?EventKey=WEBI012616)	
2/2/2016	<b>C</b> Webinar: <b>Public Meetings and the Brown Act</b> (/imis15/EventDetail?EventKey=WEBI020216)	
2/4/2016	<b>L</b> Webinar: <b>Annual Employment Law Update: Recent Cases &amp; Trends</b> (/imis15/EventDetail?EventKey=WEBI020416)	
2/9/2016	<b>L/GM</b> Proposition 26, <b>Proposition 218 &amp; Rate Setting</b> (/imis15/EventDetail?EventKey=PR26PR218)	Fountain Valley
2/11/2016	Supervisory Skills for the Public Sector (/imis15/EventDetail?EventKey=SPSK021116)	Sacramento
2/11/2016	<b>Webinar</b> : The Affordable Care Act in 2016 (/imis15/EventDetail?EventKey=WEBI021116)	
2/17/2016	Understand Board Member & District Liability Issues (Plumas) (/imis15/EventDetail?EventKey=BMLI021716)	Quincy
2/18/2016	How to Be An Effective New Board Member (/imis15/EventDetail?EventKey=EFBM021816)	Martinez
2/24/2016	<b>B/GM</b> Webinar: <b>Paying for Capital Projects: Key Considerations</b> (/imis15/EventDetail?EventKey=WEBI022416)	
2/25/2016	<b>Webinar</b> : Rules of Order Made Easy! (/imis15/EventDetail?EventKey=WEBI022516)	
3/1/2016	<b>Webinar</b> : Understanding Board Member & District Liability (/imis15/EventDetail?EventKey=WEBI030116)	
3/3/2016	<b>B</b> Webinar: <b>Ethics AB 1234 Compliance Training</b> (/imis15/EventDetail?EventKey=WEBI030316)	

CHOOSE WITH CONFIDENCE  
Call today.  
Save tomorrow.

**SDRMA**  
More Savings, Value  
and Service.  
800-537-7790

(<http://www.sdrma.org>)



(<http://www.sdlf.org>)

B - BOARD  
C - CLERK  
GM - GEN. MGR.  
L - LEGAL COUNSEL  
E - ENGINEER



3/9/2016	HR Boot Camp for Special Districts (/imis15/EventDetail?EventKey=HRBC030916)	Vista
3/10/2016	Financial Management for Special Districts (/imis15/EventDetail?EventKey=FNMG031016)	Vista
3/15/2016	Webinar: Grassroots Advocacy and Public Outreach (LM) (/imis15/EventDetail?EventKey=WEBI031516)	
3/17/2016	Webinar: Completing Statement of Economic Interest- Form 700 (/imis15/EventDetail?EventKey=WEBI031716)	
3/24/2016	B Webinar: Conflict of Interest & When One Must Step Aside (/imis15/EventDetail?EventKey=WEBI032416)	
4/5/2016	C GM Webinar: How to Prepare for Your District's Annual Audit (/imis15/EventDetail?EventKey=WEBI040516)	
4/7/2016	C L GM Webinar: New Developments in the Brown Act (/imis15/EventDetail?EventKey=WEBI040716)	
4/12/2016	L Staying in Compliance: Understand Special District Laws (/imis15/EventDetail?EventKey=STCM041216)	Sacramento
4/13/2016	C Board Secretary/Clerk Foundations (/imis15/EventDetail?EventKey=BSCF051316)	Sacramento
4/14/2016	L Webinar: Legislative Round-Up (/imis15/EventDetail?EventKey=WEBI041416)	
4/20/2016	Supervisory Skills for the Public Sector (/imis15/EventDetail?EventKey=SPSK042016)	Rancho Cucamonga
4/20/2016	Webinar: Compensation Earnable - Comply with CalPERS (/imis15/EventDetail?EventKey=WEBI042016)	
4/25/2016	ALL Who Does What? Best Practices in Board/Staff Relations (/imis15/EventDetail?EventKey=BDST042516)	Mckinleyville LOCAL
4/26/2016	C Webinar: Technology and the Public Records Act (/imis15/EventDetail?EventKey=WEBI042616)	
4/28/2016	Webinar: Best Practices in Agenda Prep and Taking Minutes (/imis15/EventDetail?EventKey=WEBI042816)	
5/10/2016	C Webinar: Records Retention & Management (/imis15/EventDetail?EventKey=WEBI051016)	
5/12/2016	Webinar: Communication Protocols for Board Members/Staff (/imis15/EventDetail?EventKey=WEBI051216)	
5/17/2016	L 2016 Special District Legislative Days (/imis15/EventDetail?EventKey=16SDLD)	Sacramento
6/1/2016	B Webinar: AB1825 Sexual Harassment Prevention Training (/imis15/EventDetail?EventKey=WEBI060116)	
6/12/2016	GM General Manager Leadership Summit (/imis15/EventDetail?EventKey=GMSM061216)	Olympic Valley
6/29/2016	GMYC Webinar: LAFCo 101 for Special Districts (/imis15/EventDetail?EventKey=WEBI062916)	
7/10/2016	2016 Special District Leadership Academy Conference #2 (/imis15/EventDetail?EventKey=16SDLACON2)	Napa
7/19/2016	E/GM Webinar: Avoiding Construction Payment & Performance Probs. (/imis15/EventDetail?EventKey=WEBI071916)	
7/21/2016	Webinar: What is Public Engagement and Why Do It? (/imis15/EventDetail?EventKey=WEBI072116)	
7/27/2016	GM Webinar: New Tools to Pay for Infrastructure (/imis15/EventDetail?EventKey=WEBI072716)	
8/3/2016	HR Boot Camp for Special Districts (/imis15/EventDetail?	El Dorado

EventKey=HRBC080316)

Hills

8/4/2016 **Financial Management for Special Districts** (/imis15/EventDetail?EventKey=FNMG080416)

El Dorado  
Hills

8/11/2016 **Webinar: Legislative Round-Up** (/imis15/EventDetail?EventKey=WEBI081116)

8/16/2016 **Webinar: Understanding Property Taxes and Your Budget** (/imis15/EventDetail?EventKey=WEBI081616)

9/7/2016 **The Who, What, Where, When, Why and How of Public Engagement** (/imis15/EventDetail?EventKey=WWPE090716)

Sacramento

9/21/2016 **CEQA - California Environmental Quality Act** (/imis15/EventDetail?EventKey=CEQA92116)

Sacramento

10/10/2016 **2016 Annual Conference & Exhibitor Showcase** (/imis15/EventDetail?EventKey=16ANNCONF)

San Diego

11/8/2016 **Webinar: Ethics AB 1234 Compliance Training** (/imis15/EventDetail?EventKey=WEBI110816)

11/14/2016 **Board Secretary/Clerk Conference and Certificate Program** (/imis15/EventDetail?EventKey=SCONF2016)

Seaside

### California Special Districts Alliance



(<http://www.csda.net>)

(<http://sdrma.org>)



(<http://csdafinance.net/>)

### Special District Leadership Foundation

(<http://www.sdlf.org/>)

#### CSDA Office

1112 "I" Street, Suite 200  
Sacramento CA, 95814  
877.924.2732 | 916.442.7887

#### Putting Special Districts on the Map

📍 (/special-districts/map/) The California Special Districts Association provides legislative advocacy, education and member services for all special districts. To find out more click here (/special-districts/map/).

#### Featured Sections

Grassroots Action Center (<http://www.csda.net/advocacy-2/grassroots-action-center/>)

Education Calendar ([http://members.csda.net/iMIS15/CSDA/Events/Calendar/CSDA/Events\\_Calendar.aspx?hkey=2051da45-1bbc-424d-87cf-fe08bc70189d](http://members.csda.net/iMIS15/CSDA/Events/Calendar/CSDA/Events_Calendar.aspx?hkey=2051da45-1bbc-424d-87cf-fe08bc70189d))

Membership Directory (<http://www.csda.net/login/membership-directory/>)

Helpful Links (<http://www.csda.net/special-districts/resource-links/>)

Bookstore ([http://members.csda.net/iMIS15/CSDA/Bookstore/CSDA/CSDA\\_Store.aspx?hkey=1f423dda-eb1f-459a-bd33-e9591ac60dbf](http://members.csda.net/iMIS15/CSDA/Bookstore/CSDA/CSDA_Store.aspx?hkey=1f423dda-eb1f-459a-bd33-e9591ac60dbf))

© 2015 CSDA. All rights reserved | Site design and development by Digital Gear (<http://www.digitalgear.com>)



# California Rural Water Association

## Training Schedule

Filter by class type: (All) ▼

Are you a member? ☐ Yes ☒ No

### Would you like to become a CRWA member?

The registration fee starts at just \$164.00 (renewable annually).

Course Title	Location	Contact Hours	Dates	Availability	Class Fee
Utility Management Certification and Introduction	Manteca	6 SWRCB Contact Hours OR 6 rehs ceuS	Dec 17	35 seats	\$0
AB 54 Webinar	Online	AB 54 Requirement and 2 REHS CEUs	Jan 11	30 seats	\$99
Drinking Water System and Cyber Security	Redding	12 SWRCB Water Contact Hours and 12 REHS CEUs	Jan 13-14	30 seats	\$350
Sanitary Survey	Red Bluff	6 SWRCB Contact Hours and 6 REHS CEUs	Jan 20	28 seats	\$175
AWE Utility Management Certification	Sacramento	24 SWRCB Contact Hours and 24 REHS CEUs	Jan 26-28	30 seats	\$775
Leak Detection Principles & Equipment Information	Clovis	6 SWRCB Water Contact Hours and 6 REHS CEUs	Jan 26	30 seats	\$175
Superior Tank Solutions Water Storage Tank Design & Maintenance	Clovis	6 SWRCB Water Contact Hours and 6 REHS CEUs	Jan 27	29 seats	\$175
Diagnosing and Solving Well Problems for Optimal Performance	Clovis	6 SWRCB Water Contact Hours and 6 REHS CEUs	Jan 28	29 seats	\$175
AWE Water Treatment O & M	Sacramento	36 SWRCB Contact Hours or 3.6 IACET CEUs and 36 REHS CEUs	Feb 1-5	30 seats	\$1,100
Distribution Certification Review Grades 1-2	Clovis	12 SWRCB Water Hours and 12 REHS CEUs	Feb 4	30 seats	\$350
USA BlueBook: Distribution- Useful Tools and Practices (Day 1)	Hemet	6 SWRCB Water Contact Hours/Day and 6 REHS CEUs	Feb 4	30 seats	\$175
Distribution Certification Review Grades 1-2	Quincy	12 SWRCB Water Hours and 12 REHS CEUs	Feb 4	30 seats	\$350
USA BlueBook: Chemical Feed - Staying with the Flow (Day 2)	Hemet	6 SWRCB Water Contact Hours/Day and 6 REHS CEUs/Day	Feb 4	30 seats	\$175

Distribution Certification Review Grades 1-2	Lompoc	12 SWRCB Water Hours and 12 REHS CEUs	Feb 10-11	30 seats	\$350
Distribution Certification Review Grade 3	Riverside	12 SWRCB Water Hours and 12 REHS CEUs	Feb 10-11	30 seats	\$350
Distribution Certification Review Grades 1-2	Oakdale	12 SWRCB Water Hours and 12 REHS CEUs	Feb 17-18	30 seats	\$350
Distribution Certification Review Grades 1-2	Eureka	12 SWRCB Water Hours and 12 REHS CEUs	Feb 17-18	30 seats	\$350
Distribution Certification Review Grade 3	Rohnert Park	12 SWRCB Water Hours and 12 REHS CEUs	Feb 24-25	30 seats	\$350
Distribution Certification Review Grades 1-2	Morro Bay	12 SWRCB Water Hours and 12 REHS CEUs	Mar 2-3	30 seats	\$350
Distribution Certification Review Grades 1-2	Sacramento	12 SWRCB Water Hours and 12 REHS CEUs	Mar 2-3	30 seats	\$350
Distribution Certification Review Grades 1-2	El Cajon	12 SWRCB Water Hours and 12 REHS CEUs	Mar 9-10	30 seats	\$350
Distribution Certification Review Grades 1-2	Palmdale	12 SWRCB Water Hours and 12 REHS CEUs	Mar 16-17	30 seats	\$350
Distribution Certification Review Grades 1-2	Seaside	12 SWRCB Water Hours and 12 REHS CEUs	Mar 16-17	30 seats	\$350