



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: CEO
Department No.: 012
For Agenda Of: 11/22/2022
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s) Mona Miyasato, County Executive Officer
Contact Info: Terri Nisich, Assistant County Executive Officer

DocuSigned by:
Terri Maus-Nsich
26CDF023BE1045E...

SUBJECT: Appointment of Members to Special District Boards of Directors in Lieu of Election

County Counsel Concurrence

As to form: Yes
Other Concurrence: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

The Board of Supervisors:

- a) Appoint in lieu of election qualified individuals to Special District Boards of Directors, as specified on the List of Qualified Applicants pursuant to California Elections Code Section 10515(b) where no candidates filed a declaration of candidacy; and
- b) Determine that the above action is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), because it consists of organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

Summary Text:

This item is on the agenda in order for the Board of Supervisors to appoint individuals in lieu of election to various special district boards. Pursuant to California Elections Code § 10515(b) if no person has filed a declaration of candidacy for any office, the supervising authority shall appoint any person to the office who is qualified on the date when the election would have been held. In all districts referenced no person filed a declaration of candidacy. The persons appointed shall qualify and take office and serve exactly as if elected at a general district election for the office.

This item is brought separately from the item brought under Elections code Section 10515(a) by the County Clerk, Recorder, Assessor’s Office because in this case, outreach was necessary to recruit

Page 2 of 3

potential candidates as no individuals declared candidacy for certain office/seats for the districts which include:

- Casmalia Community Services District
- Cuyama Community Services District
- Cuyama Valley Recreation District
- Embarcadero Municipal Improvement District
- Mission Hills Community Services District
- Montecito Sanitary District
- Santa Maria Valley Water Conservation District (Division 5)

Background:

On September 20, 2022, the Board of Supervisors received the Certificate of Facts by the County Clerk, Recorder, Assessor regarding appointment in lieu procedures for special district offices where no candidate has filed, listing the special districts that have one or more offices where no candidates filed a declaration of candidacy. "Attachment A" lists seven (7) districts that have one or more offices where no candidates filed a declaration of candidacy. Staff was asked by the County Clerk, Recorder, Assessor's office and directed by the Board of Supervisors to conduct outreach to potential candidates to fill the offices.

Subsequent to those actions and consistent with past practice, staff initiated outreach efforts in order to locate qualified individuals interested in serving on these special district boards that included the following:

- a) Contacted and worked with the District Managers in order to determine if currently serving district board members or district staff were aware of any qualified individuals who would be interested in serving;
- b) Coordinated outreach with the appropriate Supervisorial District Board Offices to identify individuals who may be interested in serving; and
- c) Circulated a Press Release announcing the recruitment with directives for individuals interested in serving.

Staff has included applications from the qualified individuals for the vacant special district positions (Attachment B). Santa Barbara County Elections has verified which applicants are qualified electors in their corresponding special districts and eligible to serve. Staff recommends that the Board appoint from the List of Qualified Applicants (Attachment C).

Page 3 of 3

The Board of Supervisors shall make the appointments at a regular or special meeting held prior to the Monday before the first Friday in December, therefore staff is recommending that the Board approve the appointments to Special District Boards as reflected in the Certificate of Facts (Attachment A) from the List of Qualified Applicants (Attachment C). The appointed individuals will take office on December 2, 2022.

Special Instructions:

Please send a copy of the minute order to the Elections Division, Attn: County of Santa Barbara Elections Division.

Attachments:

Attachment A – Certificate of Facts by County Clerk, Recorder, and Assessor

Attachment B – Applications from Qualified Applicants

Attachment C – List of Qualified Applicants