



Mary Morris-Mayorga &lt;mmayorga@kensingtonfire.org&gt;

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## LAFCO Special District Election Update - Run-Off Election

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Lou Ann Texeira &lt;LouAnn.Teixeira@lafco.cccounty.us&gt;

Fri, Jun 2, 2023 at 10:43 AM

Greetings,

Upon further review of the LAFCO statutes and our local procedures for the special district selection committee, LAFCO will need to conduct a run-off election to fill the vacant Special District Alternate seat on LAFCO, since no candidate received a majority of votes cast in the election. We apologize for the inconvenience.

The *Contra Costa County Special Districts Procedures for the Special District Selection Committee* (Attachment 1) provides that "The person selected to serve shall have received a majority of the votes cast in the election. If there are more than two nominees for a single seat and no individual receives the majority of the total votes cast in the first ballot there shall be a run-off election between the two nominees who received the greatest number of votes.

The two nominees who received the greatest number of votes are Scott Pastor, Diablo Water District and Michelle Lee, San Ramon Valley Fire Protection District. In conjunction with our local procedures, we are conducting a run-off election. Attached please find the official run-off ballot (Attachment 2).

We are conducting the run-off election by email and postal mail. Your district is receiving this message and one ballot via email and will also receive the notice and ballot via postal mail.

Also attached is a list of presiding officers/voting delegates (Attachment 3). ***If your district has not yet provided the name of your presiding officer or voting delegate (must be a board member), please do so as soon as possible.***

We ask that each district complete and return its signed run-off ballot to Contra Costa LAFCO office either by email to LouAnn.Teixeira@lafco.cccounty.us **or** via postal mail to Contra Costa LAFCO, 40 Muir Road, First Floor, Martinez, CA 94553.

In order to complete the 2023 election process, we must receive completed run-off ballots from a majority of the districts (at least 21 completed ballots) no later than **5:00 pm on July 10<sup>th</sup>**. If a majority of ballots is not received by **July 10<sup>th</sup>**, a further extension of this election may be required.

**This is a time sensitive matter, and we ask that you forward this information including the attachments to your presiding officer or voting delegate at your earliest convenience.**

Please contact the LAFCO office if you have questions or need additional information. Thank you for your attention to this matter.

Lou Ann Texeira, Executive Officer

Contra Costa LAFCO

40 Muir Road, 1<sup>st</sup> Floor

Martinez, CA 94553

925-313-7133

**LouAnn.Texeira@lafco.cccounty.us**

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### 3 attachments



**Procedures for Special District Selection Committee.pdf**  
187K



**Special District Members Election - 2023 Run-off Ballot.docx**  
16K



**2023 Special Districts Selection Committee - 04-14-23.xlsx**  
16K

**CONTRA COSTA COUNTY SPECIAL DISTRICTS**  
**Procedures for the Special District Selection Committee**  
**(Revised January 2010)**

The California Government Code, specifically Section 56332, sets forth requirements for the Independent Special Districts Selection Committee (“Selection Committee”). The procedures contained herein are intended to supplement the code and provide local rules relating to the selection of special district members to the Contra Costa Local Agency Formation Commission (LAFCO).

Selection Committee Purpose

The purpose of the Selection Committee shall be to appoint the regular and/or alternate special district members to the Contra Costa LAFCO whenever a term expires or a vacancy exists for the regular or alternate special district member seats. The term of office of each LAFCO member shall be four years and until the appointment and qualification of his or her successor (Gov. Code §56334).

Selection Committee Membership

The Selection Committee shall be comprised of the presiding officer of the legislative body of each independent special district. If the presiding officer is unable to attend a Committee meeting, the district may appoint one of its other members to attend the meeting (Gov. Code §56332).

Selection Committee Meetings

The LAFCO Executive Officer shall notify all independent special districts of a vacancy or impending vacancy in the position of regular or alternate special district member and shall schedule a meeting of the Selection Committee.

To the extent possible, Selection Committee meetings shall be scheduled in conjunction with meetings of the Contra Costa Special Districts Association as a convenience to members and for efficiency.

The Executive Officer shall provide a schedule to submit nominations to all independent special districts prior to the Selection Committee meeting.

All meetings of the Selection Committee shall be open meetings and comply with all applicable provisions of the Ralph M. Brown Act.

Quorum

Each presiding officer (or appointed alternate board member) attending the Selection Committee meeting shall be required to register their attendance. Members representing a majority of the eligible districts shall constitute a quorum for the conduct of the Selection Committee business. No meeting shall be convened prior to establishing a quorum. The Committee shall act by majority vote of the quorum, or if more than a quorum is present at the meeting, by majority vote of those members present.

Nomination Procedures

Members of governing boards of independent special districts may be nominated to serve as a regular or alternate special district member of the Contra Costa LAFCO (Gov. Code §56332).

Each independent special district shall be entitled to nominate a maximum of one board member per vacancy (i.e., for each regular and each alternate seat) from any district. Districts are required to make nominations by adoption of a Board resolution.

Upon selection of a nominee, the presiding officer of the district shall provide written notification of the nomination, including a copy of the Board resolution, to the LAFCO Executive Officer.

All nominations received in sufficient time prior to a Selection Committee meeting will be copied and distributed to the presiding officer of each independent special district.

Nominations may be made from the floor at the Selection Committee meeting, but only if no prior nominations by resolution were submitted by any of the independent special districts.

#### Balloting Process

Each nominee will be afforded an opportunity to make a brief statement (maximum of five minutes) at the Selection Committee meeting. Following these presentations, members of the Selection Committee may discuss the appointment prior to the vote being taken.

Nominees shall be selected based on the following process:

- A ballot listing all known nominees shall be prepared and copied for the meeting. Each ballot shall have opposite the nominee's name a box to record the vote. In the event that no prior nominations by resolution are submitted, a ballot containing blank lines to vote for nominees who are put forth from the floor at the Selection Committee meeting shall be distributed at the meeting.
- Each ballot shall have a line for the name of the special district that is casting the vote and a line for the name of the voting delegate. The ballot will not be counted if the name of the special district and voting delegate are not included.
- After votes are tallied, each delegate's vote will be announced during the meeting.

#### Selection of LAFCO Members

The person selected to serve shall have received a majority of the votes cast in the election.

If there are more than two nominees for a single seat and no individual receives the majority of the total votes cast in the first ballot there shall be a run-off election between the two nominees who received the greatest number of votes.

If there are only two nominees for a single seat and each receives an equal number of votes, the selection to serve on LAFCO shall be done by a "straw draw" unless one of the two candidates chooses to relinquish the position.

If, as a result of an election, the Alternate Special District member on LAFCO is chosen as a Regular Special District Member, another election shall be held at a subsequent Selection Committee meeting to fill the new vacancy in the Alternate Member position.

#### Alternate Nominating and Balloting Process

In the event that the LAFCO Executive Officer determines that securing a quorum of Selection Committee members for a meeting is not feasible, the Executive Officer may conduct the business of the Selection Committee in writing (Gov. Code §56332).

**INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE  
CONTRA COSTA LAFCO**

**OFFICIAL RUN-OFF BALLOT**

Election of **ALTERNATE** Special District Member - term of office on  
Contra Costa LAFCO to May 2026

**VOTE FOR ONE:**

- Michelle Lee**  
*(San Ramon Valley Fire Protection District)*
  
- Scott Pastor**  
*(Diablo Water District)*

Name of Voting District: \_\_\_\_\_

Name of Voting Member: \_\_\_\_\_

Signature of Voting Member: \_\_\_\_\_

*Ballot must be received in the LAFCO office no later than **July 10, 2023***  
*Please send via email to [LouAnn.Texeira@lafco.cccounty.us](mailto:LouAnn.Texeira@lafco.cccounty.us) **or** mail to Contra Costa LAFCO*  
*40 Muir Road, 1<sup>st</sup> Floor, Martinez, CA 94553*



## San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

[www.firedepartment.org](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)



**I am pleased to introduce myself, Michelle Lee, and respectfully request your vote to serve as a Special District (Alternate) Member on Contra Costa LAFCO.**

Currently, I serve as President of the Board of Directors of the San Ramon Valley Fire Protection District which keeps me actively responsive to local needs and accountable to residents served. Further, as a retired military Veteran serving 36 years and life-long community volunteer, I have dedicated my life to public service and what I believe has made an impactful difference in my community. I possess broad experience with national agency formation, provisioning services, resource brokerage, zero-based reviews, and organizational structuring, restructuring and dissolution.

I remain passionate about government efficiency and effectiveness. I support common sense, balanced representation, well-organized boundaries enabling essential services fulfillment and enhancing orderly growth and resource protection. I understand the importance of developing consistency in SOI operations/activities and facilitating robust, comprehensive service reviews. I am fully committed to integrity and transparency in governance.

Finally, as a long-time resident of Contra Costa County for over twenty years, I understand the local needs and conditions of our County. I am eager for the opportunity to collaborate with you and would appreciate your vote.

Best,

Michelle R. Lee  
President  
San Ramon Valley Fire Protection District  
[MichelleLee@srvfire.ca.gov](mailto:MichelleLee@srvfire.ca.gov)  
(925) 553-9269

[www.firedepartment.org](http://www.firedepartment.org)

Dear General Managers and/or Board Presidents,

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Sent on behalf of Vice President Pastor.

**RE: LAFCO Special District's Alternate Position Election**

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I am pleased to be in the runoff election for the special district representative alternate seat on the Contra Costa County Local Agency Formation Commission (LAFCO). I respectfully request your vote to this commission.

Reelected to the Diablo Water District in 2022, I am the immediate Vice President, and previously served as Vice President in 2021, 2022.

I am retired from public service after serving 31 years in emergency services.

Special districts provide a unique, tailored, and critical service to the community that we serve. As a segment of local government, we must have a strong voice in our county, orderly growth, and operation. Both my professional career and elected government experience provided me with the unique ability to voice the concerns of our communities, make fair and equitable decisions, and ensure proper oversight of local government boundaries in operations.

I look forward to working with you now, and in the future, as we collectively support the future of the Contra Costa County. Please feel free to contact me directly at [srpastor@diablowater.org](mailto:srpastor@diablowater.org).

Thank you for your support.

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Thank you,

Scott Pastor

Board Vice President

[srpastor@diablowater.org](mailto:srpastor@diablowater.org)



P.O. Box 127

87 Carol Lane

Oakley, CA 94561

(925) 625-3798 Main Office

[www.diablowater.org](http://www.diablowater.org)

[www.facebook.com/diablowaterdistrict](https://www.facebook.com/diablowaterdistrict)

**2023 INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE**

<b>DISTRICT</b>	<b>NAME</b>	<b>TITLE</b>	<b>ALTERNATE</b>
ALAMO-LAFAYETTE CEMETERY DIST	Nancy J. Flood	Chair	Carolyn Thiessen, Trustee
AMBROSE REC & PARK DIST	Trina Hudson	Chair	Mae Torlakson, Vice Chair
B-B-K-U CEMETERY DIST	Patricia Bristow	Chair	Emil Geddes, Trustee
BETHEL ISLAND MID	Bruce Smith	Board President	Anthony Berzinas, Vice Pres
BYRON SANITARY DISTRICT	Danny Hamby	President	Bobby Byer, Vice President
CASTLE ROCK COUNTY WATER DISTRICT	Dan Moylan		Joe Atturio
CENTRAL CONTRA COSTA SANITARY DIST	Tad Pilecki	Board Member	Barbara Hockett, Pres
CONTRA COSTA MOSQUITO & VECTOR CONTROL	James Murray	President	Darryl Young, Vice Pres
CONTRA COSTA RESOURCE CON DIST	Walter Pease	President	
CONTRA COSTA WATER DISTRICT	Ernesto Avila	President	Antonio Martinez, Vice Pres
CROCKETT COMMUNITY SERVICES DISTRICT	Luigi Barassa	President	Jena Goodman, Vice Pres
DIABLO CSD	Kathy Urbelis	President	Matthew Cox, Vice Pres
DIABLO WATER DISTRICT	Marilyn Tiernan	President	Scott R. Pastor, Vice Pres
TOWN OF DISCOVERY BAY CSD	Michael Callahan	Vice President	Ashley Porter, President
EAST CONTRA COSTA IRRIGATION DISTRICT	Glenn Stonebarger	President	Mark Dwelley, Vice Pres
GREEN VALLEY REC & PARK DIST	Adam Glimme	President	Gina Glimme, Secretary
IRONHOUSE SANITARY DIST	Dawn Morrow	President	Chris Lauritzen, Vice Pres
KENSINGTON FIRE PROTECTION DISTRICT	Julie Stein	President	Daniel Levine, Vice Pres
KENSINGTON POLICE PROT & CSD	Alexandra Aquino-Fike	President	Sarah Gough, Vice Pres
TOWN OF KNIGHTSEN CSD	Trish Bello-Kunkel	Chair	Gilbert Somerhalder, Vice Chair
MORAGA-ORINDA FIRE DIST	John Jex	President	Mike Roemer, Vice Pres
MT. VIEW SANITARY DIST	Brian Danley	President	Dave Maggi, Vice Pres
PLEASANT HILL REC & PARK DISTRICT	Sandra Bonato	Chair	Sandy Vinson, Vice Chair
RECLAMATION DIST (RD) 799	Jim Price	President	Richard Kent, Vice Pres
RD 800	Robert Lyman	President	David Harris, Secretary
RD 830	Chad Davisson	President	Domenic Cianfichi, Secretary
RD 2024	Don Wagenet, Trustee		John Jackson, Thomas Robinson, Trustees
RD 2025	David Forkel	Chair	Clark Misner, Randall Neudeck
RD 2026*	David Forkel	Chair	Russell Ryan, Randall Neudeck
RD 2059	Rob Davies	President	William Hall
RD 2065*	Coleman Foley		Thomas Baldocchi, Sr. Thomas Baldocchi, Jr.
RD 2090*	Jake Messerli	Chair	Robert Eddings. Secretary
RD 2117*	Joyce Speckman		Sandra Speckman Kiefer Kent L. Kiefer
RD 2122	Douglas Rischbieter	President	Katherine Wadsworth, VP
RD 2137*	Ed Schmidt	James Eckman	
RODEO-HERCULES FIRE PROTECTION DIST	Steve Hill	Vice Chair	
RODEO SANITARY DISTRICT	Connie Batchelder	President	Janet Callaghan, Vice Pres
SAN RAMON VALLEY FIRE PROTECTION DIST	Michelle Lee	President	Jay Kerr, Vice Pres
STEGE SANITARY DISTRICT	Juliet Christian-Smith	President	Paul Gilbert-Snyder, VP
WEST COUNTY WASTEWATER DIST	Cheryl Sudduth	President	David Alvarado, Vice Pres
			<b>Attachment 3</b>