

MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 20, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning District
Election on November 5, 2024**

The District has received correspondence from the Chief Elections Officer regarding nominations for District Board of Directors Elections to be held on November 5, 2024. The Candidate filing period will open on July 15th and close August 9, 2024.

In accordance with prior years MWSD election procedure, the candidate's statement was limited to 200 words. The candidate was responsible for the cost of the statement.

This year's election is the first time 2 seats are elected by-division following the District's transition from an at-large to a district-based election system. Electoral Divisions' 2 and 4 seats will be elected. Directors Slater Carter's and Boyd's at-large seats end.

Additionally, the remaining term for Director Lohman's at-large seat that is currently held by Director Young will be up for election.

All candidates running for office are required to file a Form 700 Statement of Economic Interest no later than the deadline for filing a Declaration of Candidacy.

The District is asked to renew the agreement with SMC by accompanying Resolution.

RECOMMENDATION:

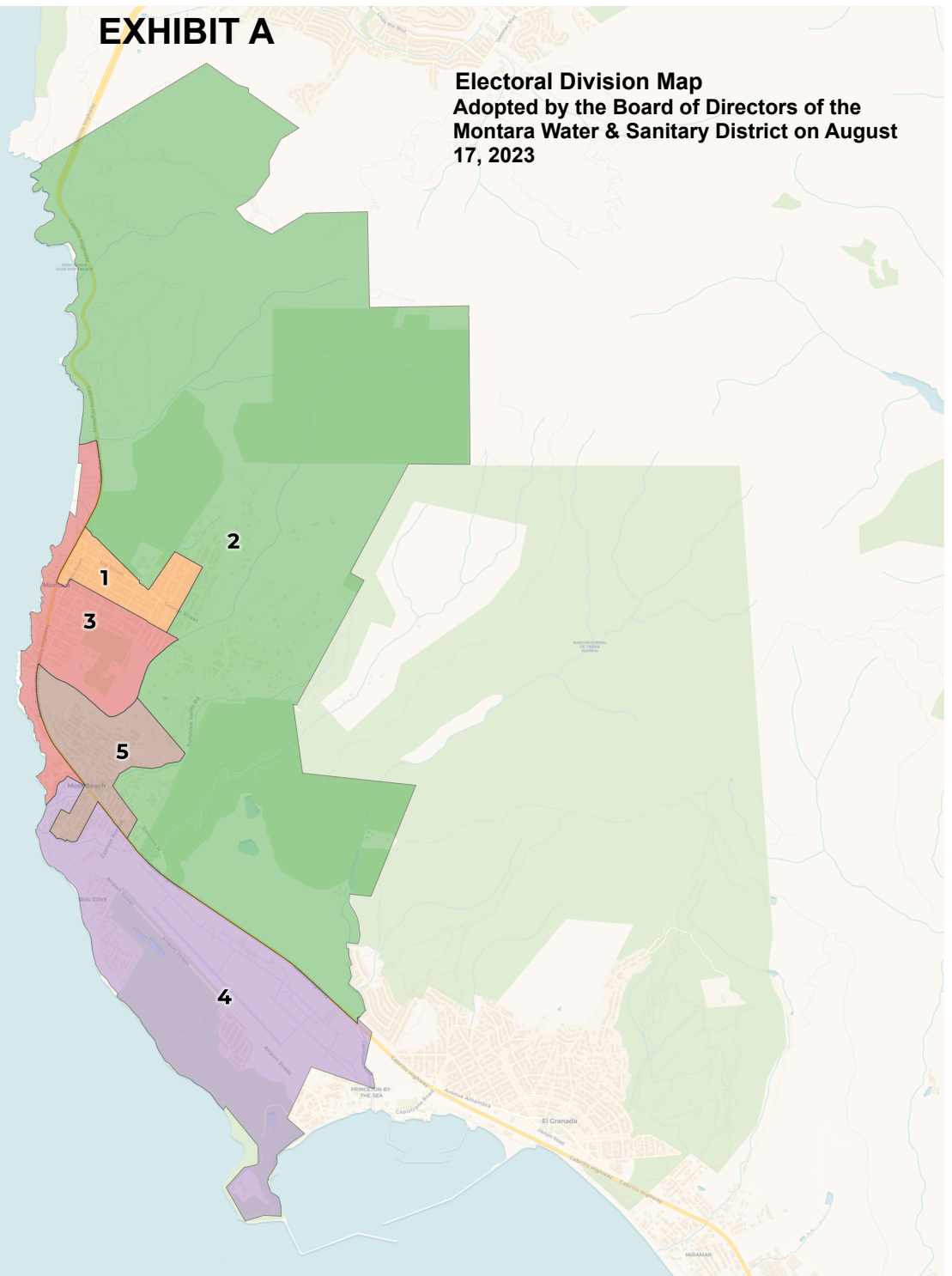
Determine the election procedure for MWSD and adopt Resolution No. ___, *Resolution of the Montara Water and Sanitary District Calling for an Election to be Held on November 5, 2024 for the Election of One Member of the Governing Board to be Elected At-Large, and Two Members of the Governing Board to be Elected By-Division (Electoral Divisions 2 & 4).*

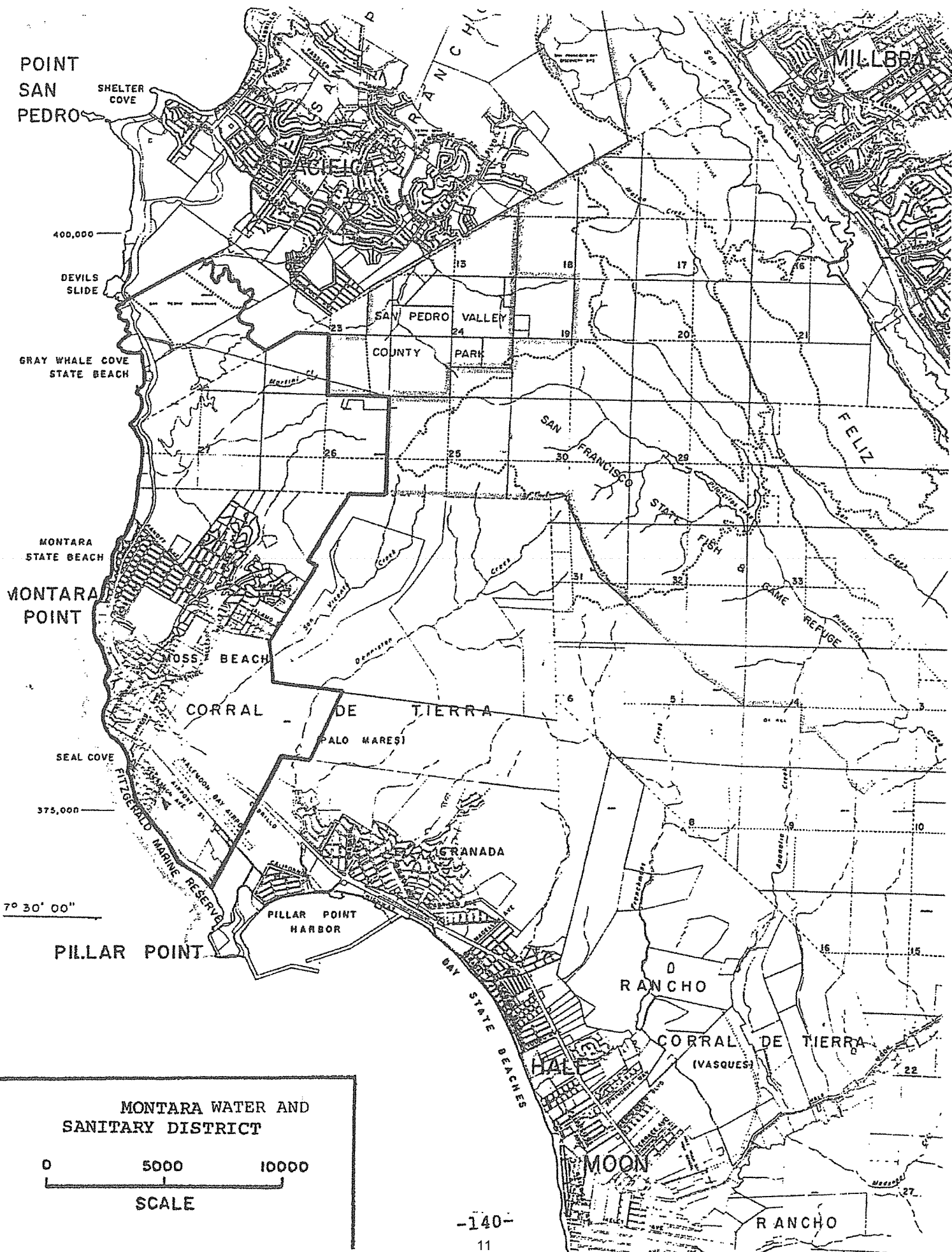
Attachments

EXHIBIT A

Electoral Division Map
Adopted by the Board of Directors of the
Montara Water & Sanitary District on August
17, 2023

Election Sequence
2024: Divisions 2 and 4
2026: Divisions 1, 3 and 5





POINT
SAN
PEDRO

MILLBRAE

SAN FRANCISCO

400,000

DEVILS
SLIDE

GRAY WHALE COVE
STATE BEACH

SAN PEDRO VALLEY
COUNTY PARK

SAN FRANCISCO
STATE PARK

FELIZ

MONTARA
STATE BEACH

MONTARA
POINT

MOSS BEACH

CORRAL DE TIERRA

(PALO MARES)

SEAL COVE

375,000

7° 30' 00"

PILLAR POINT

GRANADA

PILLAR POINT
HARBOR

RANCHO

CORRAL DE TIERRA

(VASQUES)

MOON

RANCHO

MONTARA WATER AND
SANITARY DISTRICT

0 5000 10000

SCALE

RESOLUTION NO. ____

A RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CALLING FOR AN ELECTION TO BE HELD ON NOVEMBER 5, 2024, FOR THE ELECTION OF ONE MEMBER OF THE GOVERNING BOARD TO BE ELECTED AT-LARGE, AND TWO MEMBERS OF THE GOVERNING BOARD TO BE ELECTED BY-DIVISION (ELECTORAL DIVISIONS 2 & 4)

The Governing Board of the Montara Water and Sanitary District hereby resolves as follows:

WHEREAS, an election is hereby called to be held in and for the Montara Water and Sanitary District on November 5, 2024, to elect three (3) members of the Governing Board for a full term of four years each.

WHEREAS, pursuant to Elections Code 10002, the Governing Board of the Montara Water and Sanitary District hereby requests the Board of Supervisors of the County of San Mateo to make available the services of the San Mateo County Chief Elections Officer & Assessor – County Clerk – Recorder (the “Chief Elections Officer”) as the County Elections Official for the purpose of rendering services in the conduct of the election to be held on November 5, 2024.

WHEREAS, the election to be held on November 5, 2024 will be conducted using an at-large election and a division-based election. For the at-large election of one (1) board member, each governing board member shall reside within the District’s jurisdiction and shall be elected by the registered voters of the entire jurisdiction. For the division-based election of two (2) board members, each governing board member shall reside within the designated Electoral Divisions 2 & 4 and shall be elected by the registered voters of said divisions.

WHEREAS, pursuant to Elections Code 10509, not less than 125 days prior to the date of the election, the jurisdiction secretary shall deliver a notice to the Chief Elections Officer.

The notice shall bear the secretary's signature and the district seal and shall also contain both of the following:

- (a) The elective offices of the jurisdiction to be filled at the next general district election, specifying which offices, if any, are for the balance of an unexpired term.
- (b) Whether the jurisdiction or the candidate is to pay for the publication of a candidate statement.

WHEREAS, pursuant to Elections Code 10522, not less than 125 days prior to the date of the election, the Montara Water and Sanitary District shall deliver to the Chief Elections Officer a map showing the boundaries of the jurisdiction and the boundaries of the divisions of the jurisdiction, if any, within the County and a statement indicating in which divisions a member of the Governing Board is to be elected and whether any elective officer is to be elected at large at the next general district election.

WHEREAS, the General Manager of the Montara Water and Sanitary District hereby is authorized and directed to enter an Elections Service Agreement with the Chief Elections Officer regarding the election to be held on November 5, 2024 to outline the detailed services to be provided by both the Montara Water and Sanitary District and the Chief Elections Officer.

WHEREAS, the Chief Elections Officer shall send an itemized invoice to the Montara Water and Sanitary District for all services provided pursuant to the Elections Service Agreement after the election is conducted and all related costs are determined. The Montara Water and Sanitary District agrees to submit payment on the full amount of the invoice to the County of San Mateo within forty-five (45) days of the date of the invoice.

BE IT FURTHER RESOLVED that pursuant to Elections Code 13307, each candidate for the Governing Board to be voted in the election to be held on November 5, 2024 may prepare a candidate statement on the appropriate form provided by the Chief Elections Officer. Such statement shall be limited to 200 words. The prorated costs of printing, mailing and translating the statements shall be paid by the candidate.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Adjourned Meeting thereof held on the 20th day of June 2024, by the following vote:

AYES, Directors:

ABSTENTION:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District



OFFICE OF
ASSESSOR-COUNTY CLERK-RECORDER & ELECTIONS
REGISTRATION & ELECTIONS DIVISION
 COUNTY OF SAN MATEO

Administrative Contact & Incumbent List Form
for the November 5, 2024
Presidential General Election

Official District (Jurisdiction) Name: MONTARA WATER AND SANITARY DISTRICT

Primary Administrative Contact		
Name CLEMENS HELDMAIER		Phone (650) 728-3545
E-mail CLEMENS@MWSD.NET		Fax (650) 728-8556
Secondary Administrative Contact		
Name TRACY BEARDSLEY		Phone (650) 728-3545
E-mail TRACY@MWSD.NET		Fax (650) 728-8556
Complete List of Incumbent Board Members – Also Name Incumbent’s Trustee Area/Subdistrict Area if Elected by District – Circle Appointed or Elected		
Name Scott Boyd	Trustee Area/Subdistrict Area	Most Recent Date (Appointed / Elected) ELECTED 2020
Name Kathryn Slater-Carter	Trustee Area/ Subdistrict Area	Most Recent Date (Appointed / Elected) ELECTED 2020
Name Peter Dekker	Trustee Area/ Subdistrict Area	Most Recent Date (Appointed / Elected) ELECTED 2022
Name Bill Softky	Trustee Area/ Subdistrict Area	Most Recent Date (Appointed / Elected) ELECTED 2022
Name Carlisle Ann Young	Trustee Area/ Subdistrict Area	Most Recent Date (Appointed / Elected) APPOINTED 2023
Name	Trustee Area/ Subdistrict Area	Most Recent Date (Appointed / Elected)
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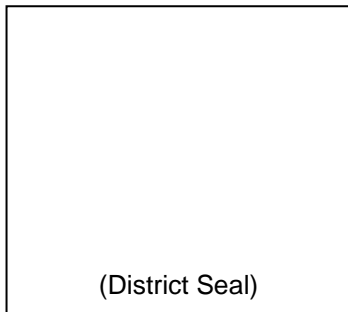


**Candidate Policy Form for Special Districts
 November 5, 2024**

Presidential General Election

Please complete and return this form by July 3, 2024 (EC §§10509, 10522)

Our District Board adopts the following policies effective for the November 5, 2024 Presidential General Election:	
1	The <i>number of members</i> to be elected to the Governing Board for a 4-year term : <u> 3 </u>
	Names of incumbents currently holding these seats (Indicate sub-district if election is by district)
	Name Scott Boyd Sub-district Name Kathryn Slater-Carter Sub-district
	Name Carlyle Ann Young Sub-district Name Sub-district
2	The <i>number of members</i> to be elected to the Governing Board for a 2-year term (if applicable to fill balance of an unexpired term): <u> none </u>
	Name(s) of incumbent(s) currently holding or who previously held and has vacated this seat(s)
	Name Sub-district Name Sub-district
	Name Sub-district Name Sub-district
3	Election type
	<input checked="" type="checkbox"/> At-large: Each governing board member shall reside in the jurisdiction and shall be elected by the registered voters of the entire jurisdiction
	<input checked="" type="checkbox"/> By district: Each governing board member shall reside in the sub-district area where she or he seeks to represent and shall be elected (choose one): <input checked="" type="checkbox"/> By the registered voters of that particular sub-district area <input type="checkbox"/> By the registered voters of the entire jurisdiction
4	The word limit for a candidate statement will be (EC §13307)
	<input checked="" type="checkbox"/> 200-word statement <input type="checkbox"/> 400-word statement
5	The cost of the candidate's statement sent to each voter will be paid by (EC §13307)
	<input type="checkbox"/> District (Jurisdiction) <input checked="" type="checkbox"/> Candidate



(District Seal)

 Signature of the General Manager or Administrator and Date

Clemens Heldmaier, General Manager
 Print Name and Title

Montara Water and Sanitary District
 Official District Name (**to be used as ballot heading**)