

## Agenda Item: 8C



## STAFF REPORT

**TO:** Board of Directors

**PREPARED BY:** Steven Palmer, PE, General Manager *SP*

**SUBJECT:** Nominate General Manager Steven Palmer as a Representative to California Special District Association Board of Directors

---

### **RECOMMENDATION**

Nominate General Manager Steven Palmer as a representative to the California Special District Association (CSDA) Board of Directors.

### **BACKGROUND**

CSDA is seeking nominations for representatives to their Board of Directors (Attachment 1). Donner Summit Public Utility District (DSPUD) is in the Sierra Network and the term for Seat B has ended. CSDA is accepting nominations from member districts in the Sierra Network for this seat. DSPUD may nominate one of its' own Board members or General Manager for the CSDA Board. The incumbent to this seat is Jerry Gilmore from Truckee Sanitary District and he is not running for re-election.

Members of the CSDA Board need to be interested in the issues confronting special districts statewide and are expected to:

- Attend all board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
  - (CSDA reimburses directors for their related expenses for board and committee meetings as outlined in board policy).
- Attend, at minimum, the following CSDA annual events:
  - Special Districts Legislative Days - held in the Spring
  - CSDA Annual Conference - held in the Summer/Fall.
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.

Note: CSDA does not reimburse expenses for the CSDA conferences or academy classes even if a board or committee meeting is held in conjunction with the event.

Nominations are due by April 11, 2025. Once nominations are collected, CSDA will begin electronic voting on June 10, 2025.

### **DISCUSSION**

The General Manager is interested in serving on the CSDA Board and is requesting that the DSPUD Board nominate him for the position. The General Manager has completed the Nomination Form and Candidate Information Sheet in Attachment 2.

The nomination may be made by adopting the attached Resolution.

**FISCAL IMPACT**

If the General Manager is elected, his expenses to travel and attend the required conferences and leadership academy would be reimbursable from DSPUD.

**CEQA ASSESSMENT**

This is not a CEQA Project

**ATTACHMENTS**

1. Information from CSDA
2. Nomination Form and Candidate Information Sheet
3. Resolution

## CSDA Board of Directors Call for Nominations for Seat B Position



By Brent Farrar posted 6 days ago

Follow

0 LIKE



The deadline for receiving nominations in the Northern Network is April 21, 2025. The deadline for receiving nominations in all other Networks is April 11, 2025.

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2026 - 2028 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3 terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.

[\(See attached CSDA Network Map\)](#)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

### Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.  
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event).*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Please review the [CSDA Board Policy 2.16 Board Commitments & Responsibilities](#).

**Nomination Procedures:** Any Regular Member district in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations in the Northern Network is April 21, 2025. The deadline for receiving nominations in all other Networks is April 11, 2025. Nominations and supporting documents may be mailed or emailed.**

- [Candidate Information Sheet](#)
- [Nomination Form](#)
- [CSDA District Networks Map](#)
- Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
- Fax: 916.442.7889
- E-mail: [amberp@csda.net](mailto:amberp@csda.net)

***Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.***

CSDA will begin electronic voting on June 10, 2025. All votes must be received through the system no later than 5:00 p.m. July 25, 2025. The successful candidates will be notified no later than July 29, 2025. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2025.

### **Expiring Terms**

- **Northern Network** Seat B – Kim Seney, Director, Gold Mountain Community Services District
  - **Sierra Network** Seat B – Jerry Gilmore, Director, Truckee Sanitary District\*
  - **Bay Area Network** Seat B – Ryan Clausnitzer, General Manager, Alameda County Mosquito Abatement District\*
  - **Central Network** Seat B – Lorenzo Rios, CEO, Clovis Veterans Memorial District\*
  - **Coastal Network** Seat B – Scott Duffield, General Manager, Heritage Ranch Community Services District\*
  - **Southern Network** Seat B – Don Bartz, General Manager, Phelan Pinon Hills Community Services District\*
- (\* = Incumbent is running for re-election)

**CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely.** *Electronic Ballots will be emailed to the main contact in your district July 25, 2025. All votes must be received through the system no later than 5:00 p.m. July 25, 2025.*  
*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail [amberp@csda.net](mailto:amberp@csda.net) by **April 25, 2025** in order to ensure that you will receive a paper ballot on time.*  
**CSDA will mail paper ballots on June 10, 2025 per district request only.**



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

**2026-2028 TERM BOARD OF DIRECTORS NOMINATION FORM**

**Name of Candidate:** \_\_\_\_\_

**District:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

\_\_\_\_\_

**Network:** \_\_\_\_\_ (see map)

**Telephone:** \_\_\_\_\_

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

**Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Nominated by (optional):** \_\_\_\_\_

**Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:**

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732

amberp@csda.net

***DEADLINE FOR RECEIVING NOMINATIONS:***

**Northern Network - Extended due to vacancy: April 21, 2025 at 5:00 p.m.**

**All other networks: April 11, 2025 at 5:00 p.m.**



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

**2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

\_\_\_\_\_  
\_\_\_\_\_

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

\_\_\_\_\_  
\_\_\_\_\_

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

\_\_\_\_\_  
\_\_\_\_\_

4. List civic organization involvement:

\_\_\_\_\_  
\_\_\_\_\_

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

## Candidate Statement for Steven Palmer

I am running for election to Sierra Network Seat B on the CSDA Board of Directors and respectfully request your agency's vote. I am the General Manager of the Donner Summit Public Utility District at Soda Springs, and live near Auburn. CSDA membership has been very valuable to the special districts where I have worked and extremely valuable to my staff and me in our professional development. I have been very involved in CSDA for about six years, and take advantage of the educational opportunities whenever possible, including attending at least one conference and legislative days each year. I want to join the CSDA Board so I can give back to the association and help CSDA continue to provide high-quality services to its member agencies.

I also want to encourage participation by all CSDA members. Over the past year, I have worked diligently to re-engage special districts in my local area and, with the help of other CSDA members, successfully restarted quarterly meetings of the Gold Country Chapter. These meetings bring together a diverse group of special districts, including fire, water, wastewater, parks, recreation, cemetery, and resource conservation. These connections to a variety of districts will equip me to represent all special districts within the Sierra Network.

As President of the Gold Country Chapter, I strive to ensure that all special districts in our chapter have the opportunity to shape the agendas for our meetings and actively participate. I will bring this same perspective and approach to the CSDA Board.



**RESOLUTION NO. 2025-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT NOMINATING GENERAL MANAGER STEVEN PALMER AS A CANDIDATE FOR ELECTION TO THE CALIFORNIA SPECIAL DISTRICT ASSOCIATION BOARD OF DIRECTORS**

**WHEREAS**, the California Special District Association (CSDA) is a 501c(6), not for profit association to promote good governance and improved core local services through professional development, advocacy, and other services for independent special districts; and

**WHEREAS**, CSDA is governed by an 18-member Board of Directors consisting of three Directors elected from each of six networks throughout California; and

**WHEREAS**, the Board of Directors of CSDA meets bi-monthly in Sacramento to guide the legislative and member benefit programs; and

**WHEREAS**, the term of the current Director serving in Seat B in the Sierra District is expiring and CSDA has requested nominations for this seat to be submitted by April 11, 2025; and

**WHEREAS**, any Regular District in good standing is eligible to nominate one board member or managerial staff for election to the CSDA Board of Directors; and

**WHEREAS**, the General Manager has demonstrated commitment to CSDA and asked the DSPUD to nominate him for the CSDA Board of Directors.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF DONNER SUMMIT PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE** that the Board nominate Steven Palmer, its General Manager, as a candidate for the Board of Directors of the California Special District Association.

**PASSED AND ADOPTED** by the Board of Directors of Donner Summit Public Utility District, this 18th day of March 2025, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

DONNER SUMMIT PUBLIC UTILITY DISTRICT

By: \_\_\_\_\_  
Cathy Preis  
President, Board of Directors

ATTEST:

By: \_\_\_\_\_  
Dawn Parkhurst  
Secretary of the Board