



Date: April 13, 2023  
To: Board of Directors  
From: David Aranda, Interim General Manager  
Subject: Discussion and Approval Regarding Joining Contra Costa Special Districts Association and Related Actions

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### **Recommendation**

Discussion and possible approval of the following actions related to joining CCSDA: 1) Motion to approve joining CCSDA for \$150/year; 2) Motion to approve those interested in attending the CCSDA 30<sup>th</sup> anniversary event at \$75.00 per person; and 3) Over the next week each Board Member let me know their interest in the CSDA events outlined in this ASI.

### **Background**

There are two important facets in serving on a governing board. One is being informed and educated and the other is developing a network that provides information and contacts for future needs.

The District is a member of California Special Districts Association and there are a number of benefits to that membership. The General Manager is recommending that the District join the local chapter, Contra Costa Special Districts Association. The membership per year is \$150. The local chapters provide speakers and information that are specific to the Contra Costa area.

The local chapter is celebrating its 30<sup>th</sup> year of existence with a dinner and various speakers. The cost for this event is \$75.00 per person. The General Manager would like to determine who is interested in attending and if the board would approve this expense being paid by the District. In addition to the local event the General Manager is bringing to the attention of the board two important conferences that CSDA is putting on August 28-31, 2023 in Monterey. I may be able to obtain a grant to cover the registration costs but there would still be the travel costs.

The other event that will be held on October 22-25 in Santa Rosa and is the Special District Leadership Academy. As noted in the attached flyer this focus on Good Governance Training. This may also be eligible for a grant for registration costs.

For these two events I would like to know the interest of each of the directors in attending either one or both of the events and I could then estimate the costs and budget for next fiscal year for this travel expense.

It is important to note that the District has a District of Distinction Designation and a Transparency Certificate from CSDA which required showing that the District had certain policies in place and that the Board at the time of the application had taken certain educational classes. In order to renew this Certificate the new board members would be required to attend certain educational classes. The renewal for these two important certificates is March 31, 2024, so we do have some time.



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

## 2023 Annual Conference & Exhibitor Showcase

The leadership conference for special districts.

The CSDA Annual Conference and Exhibitor Showcase is the one conference special district leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts.

Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over 30 breakout session options, network with your peers, and more at the leadership conference for special districts.

For more information and conference schedule visit the [conference website](#).

\$675 Early / \$750 CSDA Member

\$1010 Early / \$1125 Non-member

Early bird registration is available through Saturday, August 5, 2023

**Interested in Exhibiting/Sponsoring? Check out all of the opportunities and register [here](#).**

Need help paying for this Conference? Scholarship

## Sign In

**Username**

**Password**

**Keep me signed in**

**SIGN IN**

[Forgot username?](#) |

[Forgot password?](#)

funds are available from the Special District Leadership Foundation (SDLF). There's no district budget limit and you do not need to be a CSDA member to receive funds.

Apply [here](#)

**HOTEL ROOM RESERVATIONS:** Room reservations at the Marriott and Portola Hotel & Spa are available starting at the rate of \$229 plus tax. The room reservation cut-off is August 5, 2023; however, space is limited and may sell out before this date. One night's non-refundable room and tax will be charged at the time a reservation is made for rooms reserved at the Portola and charged on 8/5/23 for rooms reserved at the Marriott.

Information regarding hotel reservations and links to book in the CSDA room block will be emailed to the attendee only (not the individual registering the attendee) within 24 hours of registration.

Eligible for SDRMA Credit Incentive Points.

**Cancellation Policy:**

Cancellations must be in writing and received by CSDA no later than August 5, 2023. All cancellations received by this date will be refunded less a \$75 processing fee. There will be no refunds for cancellations made after August 5, 2023. Substitutions are acceptable and must be done in writing no than later August 18, 2023. Please submit any cancellation notice or substitution request to [meganh@cda.net](mailto:meganh@cda.net) or fax to 916-520-2465.



## Two Locations • Two Options

# ATTEND CSDA'S SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE



Local boards are the reason why local control is local. Special district boards are the voices of the community, and they are also a large reason why special districts exist.

The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It's what they bring to the table.

Governance is taking the wishes, needs, and desires of the community and transforming them into policies that govern the district.

Whether you're new to the board, or someone who has served for many years, this conference provides essential tools and information to effectively govern your district!

### Attendees will learn:

- Teamwork: The roles of the board and staff in your district.
- Attributes and characteristics of highly effective boards.
- How culture, norms, values, and operating styles influence the district.
- Specific jobs the board must perform.
- How individual values, skills, and knowledge help to shape how effective boards operate.
- The importance of moving from "I" to "we" as the governance team.
- The board's role in setting direction for the district.
- The board's role in finance and fiscal accountability.
- And much more!



Credit Incentive Points

### SDRMA Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference, reducing SDRMA member's annual contribution amount.



**February 26 – March 1, 2023**  
**Embassy Suites La Quinta Hotel & Spa**  
50-777 Santa Rosa Plaza  
La Quinta, CA 92253

### HOTEL ROOM RESERVATIONS

Room reservations are available at the CSDA rate of \$180 plus tax, single or double occupancy. You will receive a link to make your hotel reservation AFTER you have registered for the conference. The room reservation cut-off is January 25, 2023; however, space is limited and may sell out before this date.

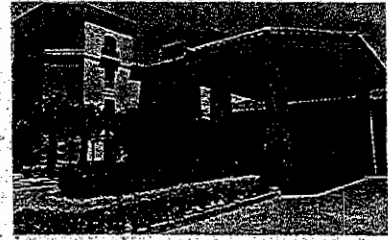
CSDA rate includes complimentary full, cooked to order breakfast buffet, complimentary Nightly Managers Reception, complimentary self-parking, and complimentary guest room Wi-Fi.



### EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Tuesday, January 25, 2023.

*Cancellations must be in writing and received by CSDA no later than January 25, 2023 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after January 25, 2023. Substitutions are acceptable and must be done in writing no later than February 17, 2023 at 5:00 p.m. Please submit any cancellation notice or substitution requests to [meganh@cgsda.net](mailto:meganh@cgsda.net) or fax to 916-520-2465.*



**October 22 – 25, 2023**  
**Hyatt Regency Sonoma Wine Country**  
170 Railroad Street  
Santa Rosa, CA 95401

### HOTEL ROOM RESERVATIONS

Room reservations are available at the rate of \$157\* plus tax, single or double occupancy plus \$25/night per room discounted destination fee. You will receive a link to make your hotel reservation AFTER you have registered for the conference. The room reservation cut-off is September 22, 2023; however, space is limited and may sell out before this date.

CSDA rate and discounted destination fee includes glass of wine upon check-in, unlimited personal Wi-Fi access, exclusive winery offers from winery partners, electric vehicle charging stations, daily in-room water, and daily wine tasting in lobby.

*\*Rate at this location will be the current per-diem rate, \$157 as of 11/22 but subject to change.*



### EARLY BIRD DISCOUNT

The early bird discount for this location requires registration on or before Thursday, September 22, 2023.

*Cancellations must be in writing and received by CSDA no later than September 22, 2023, at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after September 22, 2023. Substitutions are acceptable and must be done in writing no later than October 13, 2023, at 5:00 p.m. Please submit any cancellation notice or substitution requests to [meganh@cgsda.net](mailto:meganh@cgsda.net) or fax to 916-520-2465.*



# BOARD & STAFF LEARN TO WORK AS A TEAM.

Participate in the **Special District Leadership Academy Conference** and complete all four modules of the Academy during the course of two and a half days.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

"This conference was very informative and presented well. Each presenter was very knowledgeable on the subject matter. I feel this training should be mandatory for all special district board members and GM's."

Scott Frick,  
Scott Valley Fire Protection District

  **CERTIFICATE IN SPECIAL DISTRICT GOVERNANCE**

**BOARD MEMBERS AND TRUSTEES**

## SHOW YOUR COMMITMENT AND DEDICATION TO SERVING YOUR COMMUNITY.

**The Certificate in Special District Governance was designed to acknowledge special district Board Members and Trustees who have taken extra steps to become better educated in core areas of governance.**

Complete the Special District Leadership Academy -- 10 additional professional development hours and receive this recognition.

1121 Street Suite 200 Sacramento, CA 95811 • 916.231.7409 • www.sdlf.com



**Contra Costa Special Districts Association  
California Special Districts Association  
Contra Costa County Chapter**



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

(<https://contracostasda.specialdistrict.org/>)

[Contact Us \(/contact-us\)](#)

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**THIS ITEM APPEARS ON**

CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION 30TH ANNIVERSARY EVENT - REGISTER NOW!! (/2023-04-27-  
CONTRA-COSTA-SPECIAL-DISTRICTS-ASSOCIATION-30TH-ANNIVERSARY-EVENT-REGISTER-NOW)

# Welcome to the CCSDA 30th Anniversary Event!

Event tickets are \$75.00 each. ***When entering payment amount please enter the total for all tickets being purchased.*** Please complete the form below to specify attendees and their meal choice. We look forward to seeing you there!

