

*Before the Board of Supervisors  
County of Monterey, State of California*

**Resolution No.: 23-468**

Adopting a policy regarding appointments )  
to the Board of Directors of the Monterey )  
County Regional Fire District. )

**WHEREAS**, the Monterey County Regional Fire District (“MCRFD”) is a special fire district organized and operating pursuant to Health and Safety Code section 13800 et seq.; and,

**WHEREAS**, the territory served by the MCRFD includes areas within County of Monterey Supervisorial Districts 2, 3, 4 and 5; and,

**WHEREAS**, the MCRFD is governed by a five-member Board of Directors appointed by the County of Monterey Board of Supervisors; and,

**WHEREAS**, members of the MCRFD Board must be residents of the area served by the MCRFD; and,

**WHEREAS**, in the event of a vacancy on the MCRFD Board, such vacancy is filled by the Board of Supervisors pursuant to Government Code section 1779; and,

**WHEREAS**, there is no procedure set forth in state law for the noticing the Board of Supervisors of a vacancy on the MCRFD Board; and,

**WHEREAS**, it is necessary and appropriate for the Board of Supervisors to adopt a policy setting forth a clear and equitable process for appointments by the Board of Supervisors to fill vacancies on the MCRFD Board; NOW, THEREFORE,

**BE IT RESOVED**, by the Board of Supervisors in and for the County of Monterey as follows:

1. The MCRFD must notify the Monterey County Clerk of the Board of Supervisors of an actual or potential vacancy on the MCRFD Board of Directors immediately upon learning of the actual or potential vacancy and in no event later than five business days of learning of such vacancy.
2. Upon such notification, the Clerk of the Board shall immediately inform the Board of Supervisors and the County Administrative Officer (“CAO”).
3. Upon notification of the vacancy, the CAO shall institute a process for the solicitation of interested residents within the territory of the MCRFD to serve on the MCRFD Board, including the publication in newspapers of general circulation and posting on the County and MCRFD websites, such solicitation to remain open for thirty (30) calendar days from posting on the County’s website.

4. Interested persons may self-nominate to serve on the MCRFD Board by filing an application with the Clerk of the Board no later than the close of the solicitation period, such application to indicate a place of residence and general qualifications to serve.
5. The Supervisors for Districts 2, 3, 4 and 5 may nominate persons to serve on the MCRFD Board by providing the Clerk of the Board, no later than the close of the solicitation period, with a memorandum setting forth the residence of the person nominated, and general qualifications to serve.
6. Following the close of the nominating period, the CAO shall cause the applications and Supervisorial nominations to be vetted to confirm residency within the MCRFD territory and determine the Supervisorial District within which the applicant or nominee resides, and shall cause an item to be on the Board of Supervisors agenda within 2 weeks of the close of the solicitation period for the Board to consider the appointment.
7. In making the appointment, the Board of Supervisors shall consider the Supervisorial District within which the applicants or nominees reside such that the MCRFD Board shall have an equitable representation of the Supervisorial Districts served by the MCRFD.
8. This process shall only apply to vacancies on the MCRFD Board; however, staff is directed to prepare a general Board policy describing a clear and equitable process for the filling of vacancies on the boards of special districts for which the Board of Supervisors is the appointing authority.
9. The CAO and County Counsel are authorized and directed to take such other and further action as may be necessary or appropriate to implement the intent and purposes of this resolution.

PASSED AND ADOPTED on this 24<sup>th</sup> day of October 2023, by roll call vote:

AYES: Supervisors Alejo, Church, Lopez, Askew, and Adams

NOES: None

ABSENT: None

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 82 for the meeting October 24, 2023.

Dated: November 17, 2023

File ID: 23-824

Agenda Item No.: 48

Valerie Ralph, Clerk of the Board of Supervisors  
County of Monterey, State of California



Vicente Ramirez, Deputy