

Santa Lucia Community Services District
MEETING AGENDA

Wednesday, March 11, 2026

10:00 AM

Santa Lucia Preserve, Forrest Park Corporate Yard Bldg. A
121 Rancho San Carlos Road, Carmel CA 93923

- I. Call to Order.
- II. Roll Call.
- III. Public Comment Period
- IV. Protest Hearing Regarding Brush Management & Fire Safety Infrastructure Fee
 - a. Consider adoption of Resolution No. 26-03 [Calling Election]

- VII. Citizen's Advisory Committee Comments

- VIII. Board Discussion –

- IX. Board Action –
 - a. Consider adoption of Resolution 26-03: A Resolution of the Board of Directors of the Santa Lucia Community Services District Calling A Property-Related Fee Election for April 27, 2026, and Taking Certain Related Actions

- X. Adjournment

This Notice was posted 72 hours in advance of this Board Meeting. This notice was posted on the community bulletin board at the Santa Lucia Preserve Company Offices, New Corporation Yard and at the Santa Lucia Preserve Gatehouse.

Members of the public may attend this meeting by utilizing the Zoom meeting information below.

Additional Teleconference Location(s):

Director Boitano
86 Chamisal Pass
Carmel, CA 93923

Director Peat
2 Vista Cielo
Carmel, CA 93923

Director Whitfield
31 Pronghorn Run
Carmel, CA 93923

Director Thorme
3 San Clemente Trail
Carmel, CA 93923

Director Eastman
21 Vasquez Trail
Carmel, CA 93923

Santa Lucia CSD is inviting you to a scheduled Zoom meeting.

Topic: Public Protest Hearing

Time: Mar 11, 2026 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/7531727581?pwd=Lo1ALEfChO2VmlNAvcSIaEYXh80Wc.1&omn=86753080724>

Meeting ID: 753 172 7581

Passcode: 772666

One tap mobile

+16699006833,,7531727581#,,, *772666# US (San Jose)

+16694449171,,7531727581#,,, *772666# US

Join instructions

https://us02web.zoom.us/join/7531727581?signature=nYNEaueZ29YYpHVHFadGa9-WGcCt9J41xLi_7Wtw1yI

RESOLUTION NO. 26-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SANTA LUCIA
COMMUNITY SERVICES DISTRICT CALLING A PROPERTY-RELATED FEE
ELECTION FOR APRIL 27, 2026 AND MAKING CERTAIN FINDINGS REGARDING
THE PROPOSED RENEWAL OF THE BRUSH MANAGEMENT AND FIRE SAFETY
INFRASTRUCTURE FEE**

WHEREAS, since 2021, the District has charged its Brush Management and Fire Safety Infrastructure Fee (the “BMFSI Fee”); and

WHEREAS, the existing rate of the BMFSI Fee is \$1,411 annually per parcel, whether publicly or privately owned, excluding undevelopable parcels that are legally set aside as open space

WHEREAS, on March 11, 2026, the Board of Directors held a full and fair public (the “Hearing”) regarding a proposed renewal of the BMFSI Fee at its existing rate; and

WHEREAS, the proposed renewed BMFSI Fee would continue to be collected annually until the Board of Directors determines that the BMFSI Fee is no longer needed; and

WHEREAS, at the Hearing, all interested persons had an opportunity to provide oral and written testimony regarding the BMFSI Fee; and

WHEREAS, notice of the Hearing was mailed in the manner required by Article XIIIID, Section 6 of the California Constitution and by the District’s “Guidelines for the Submission and Tabulation of Protests” (the “Guidelines”); and

WHEREAS, the District accepted and caused the tabulation of written protests against the proposed renewal in the manner set forth in the Guidelines; and

WHEREAS, based upon the results of this tabulation, a majority protest against the proposed renewal of the BMFSI Fee does not exist; and

WHEREAS, the Board now desires to proceed with the process for renewing the BMFSI Fee.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SANTA LUCIA COMMUNITY SERVICES DISTRICT THAT:

Section 1. The Board finds that:

A. Revenues derived from the BMFSI Fee are not expected to exceed the funds required to provide the service funded by that Fee.

B. Revenues derived from the BMFSI Fee may not be used for any purpose other than to provide the service funded by that Fee.

C. The amount of the BMFSI Fee proposed for imposition upon any parcel or person as an incident of property ownership will not exceed the proportional cost of service attributable to the parcel.

D. The BMFSI Fee is for the immediate funding of brush management and fire safety services, such as, but not limited to, brush clearance appurtenant to roads and trails to improve fuel management; funding the services of a fire behavior and prevention specialist; creation of lot-specific fuel management plans for all developed and developable lots; and expansion and maintenance of the fire hydrant system..

E. The BMFSI Fee is not imposed to fund general governmental services.

Section 2. The Board calls a property-related fee election (the “Election”) for April 27, 2026 pursuant to Article XIID, Section 6(c) of the California Constitution. At the election, the imposition of the BMFSI Fee shall be submitted to the property owners of the property subject to the BMFSI Fee.

Section 3. The Election shall be held by mail ballot in the manner set forth in the “Procedures for the Completion, Return, and Tabulation of Ballots” (the “Election Procedures”) attached hereto as Exhibit “A” and incorporated herein by reference. Adoption of this Fee shall require the approval of a majority of the ballots cast; with each parcel having one vote. The Board finds that the Election Procedures are similar to those for increases in assessments pursuant to Article XIID, Section 4 of the California Constitution.

Section 5. Ballots cast in the Election shall be tabulated at a public hearing to be held by the Board of Directors on April 27, 2026 at 9:00 AM at the Preserve Golf Club Library, located at 19 Pronghorn Run, Carmel, California.

Section 6. The Board directs staff to conduct the election as required by law and by the Election Procedures.

* * * * *

PASSED AND ADOPTED at a regular meeting of the Board of Directors of The Santa Lucia Community Services District held on the 11th day of March, 2026, by the following vote:

AYES: Board Members

NOES: Board Members

ABSENT: Board Members

ABSTAIN: Board Members

Mark Boitano, President

ATTEST:

Shaw Pick, District General Manager

EXHIBIT "A"

APRIL 27, 2026 PROPERTY-RELATED FEE ELECTION SANTA LUCIA COMMUNITY SERVICES DISTRICT

PROCEDURES FOR THE COMPLETION, RETURN, AND TABULATION OF BALLOTS

I. Completion of Ballots

- **Who may complete a ballot?**

A ballot may be completed by the owner of the parcel subject to the fee. As used in these Procedures, the term "owner" includes the owner's authorized representative. If the owner of the parcel is a partnership, joint tenancy, or tenancy in common, a ballot may be completed by any of the general partners, joint tenants, or tenants in common. Except as set forth below, only one ballot may be completed for each parcel.

- **Proportional ballots**

If a parcel has multiple owners, any owner may request a proportional ballot. If the ownership interest of the owner is not shown on the last equalized secured property tax assessment roll, such request must include evidence, satisfactory to the District, of the owner's proportional rights in the parcel. The District will provide the proportional ballot to the owner at the address shown on the assessment roll. Any request for a ballot to be mailed to another location must be made in writing and must include evidence, satisfactory to the District, of the identity of the person requesting the ballot. Each proportional ballot will be marked to show the date on which the ballot was provided, to identify it as a proportional ballot and to indicate the owner's proportional rights in the parcel. The District will keep a record of each proportional ballot provided to an owner.

- **Duplicate ballots**

If an assessment ballot is lost, withdrawn, destroyed or never received, the District will mail or otherwise provide a duplicate ballot to the owner upon receipt of a request in writing delivered to the General Manager. The duplicate ballot will be marked to show the date on which the ballot was mailed or provided and to identify it as a duplicate ballot or a duplicate proportional ballot. The same procedure applies to duplicate ballots or duplicate proportional ballots which are lost, withdrawn, destroyed, or never received.

- **Marking and signing the ballot**

To complete an assessment ballot, the owner of the parcel must (1) stamp or mark the appropriate box supporting or opposing the proposed assessment, and (2) sign, under penalty of perjury, the statement on the ballot that the person completing the ballot is the owner of the parcel or the owner's authorized representative. Only one box may be stamped or marked on each ballot. Ballots must be completed in ink and include the original signature of the signer.

- **Only ballots provided by the District will be accepted**

The District will only accept ballots mailed or otherwise provided to owners by the District.

II. Return of Ballots

- **Who may return ballots?**

An assessment ballot may be returned by the owner of the parcel or by anyone authorized by the owner to return the ballot.

- **Where to return ballots**

Ballots may be mailed to the General Manager at 63 Rancho San Carlos Road, Carmel, CA 93923; hand-delivered to the Gate House located at One Rancho San Carlos Road, Carmel, California or hand-delivered to the General Manager at the public hearing.

- **When to return ballots**

All returned ballots must be *received* by the General Manager prior to the time the Board closes the public input portion of the April 27, 2026 public hearing.

- **Withdrawal of ballots**

After returning an assessment ballot to the District, the person who signed the ballot may withdraw the ballot by submitting a written statement to the District General Manager directing the District General Manager to withdraw the ballot. Such statement must be received by the District General Manager prior to the close of the public input portion of the public hearing on the proposed assessment. When ballots for the assessment are tabulated, the District General Manager will segregate withdrawn ballots from all other returned ballots. The District General Manager will retain all withdrawn ballots and will indicate on the face of such withdrawn ballots that they have been withdrawn.

If any ballot has been withdrawn, the person withdrawing the ballot may request a duplicate ballot.

- **Changes to ballots**

In order to change the contents of a ballot that has been submitted, the person who has signed that ballot may (1) request that such ballot be withdrawn, (2) request that a duplicate ballot be issued, and (3) return the duplicate ballot fully completed. Each of these steps must be completed according to the procedures set forth above.

III. Tabulation of Ballots

- **Which ballots will be counted?**

Only ballots which are completed and returned in compliance with these procedures will be counted. Ballots received by the District General Manager after the close of the public input portion of the public hearing on the proposed fee will not be counted. Ballots which are not signed by the owner will not be counted. Ballots with no boxes marked, or with more than one box marked, will not be counted. Ballots withdrawn in accordance with these procedures will not be counted.

The District will keep a record of each proportional or duplicate ballot mailed or otherwise provided to an owner and will ensure that only one ballot is tabulated for the parcel (or for the owner in the case of proportional ballots).

- **When and where ballots will be tabulated**

The tabulation of ballots will be performed, in view of those present, at the public hearing following the close of the public input portion of the public hearing. The public hearing may be continued from time to time for the purpose of tabulating ballots. Ballots will not be unsealed until the tabulation begins.

- **How ballots will be tabulated**

Ballots may be counted by hand, by computer or by any other tabulating device.

Each Ballot, other than a Proportional Ballot, will count as one vote. Proportional Ballots will be counted as a fraction of a vote, weighted in accordance with the respective ownership interests of each proportional ballot submitted. If one or more proportional ballots are returned for a parcel and a non-proportional ballot is returned for the parcel, the non-proportional ballot will either be disregarded (if the same owner has returned a proportional ballot) or treated as a proportional ballot (if the same owner has not returned a proportional ballot).

- **Who will tabulate ballots?**

Ballots will be tabulated by the District General Manager or some other impartial person designated by the Board who does not have a vested interest in the outcome of the proposed assessment. The District General Manager or other designated person may be assisted by any of the staff and consultants of the District.

- **Results of tabulation**

The results of the tabulation will be announced following the completion of the tabulation and entered in the minutes of the Board meeting.

Disclosure of Ballots

During and after the tabulation, the assessment ballots shall be treated as disclosable public records and be equally available for inspection by the proponents and opponents of the proposed assessment.

IV. Resolution of Disputes

In the event of a dispute regarding whether the signer of a ballot is the owner of the parcel to which the ballot applies, the District will make such determination from the last equalized assessment roll and any evidence of ownership submitted to the District prior to the conclusion of the public hearing. The District will be under no duty to obtain or consider any other evidence as to ownership of property and its determination of ownership will be final and conclusive.

In the event of a dispute regarding whether the signer of a ballot is an authorized representative of the owner of the parcel, the District may rely on the statement on the ballot signed under penalty of perjury that the person completing the ballot is the owner's authorized representative and any evidence submitted to the District prior to the conclusion of the public hearing. The District will be under no duty to obtain or consider any other evidence as to whether the signer of the ballot is an authorized representative of the owner and its determination will be final and conclusive.

V. Public Record

During and after tabulation, all ballots are public records.

**SANTA LUCIA COMMUNITY SERVICES DISTRICT
APRIL 27, 2026 PROPERTY-RELATED FEE ELECTION**

**REGARDING THE PROPOSED BRUSH MANAGEMENT AND FIRE
SAFETY INFRASTRUCTURE FEE**

In January, the District mailed notice of a public hearing to consider the renewal of the Santa Lucia Community Services District's Brush Management and Fire Safety Infrastructure Fee at its existing \$1,411 annual rate.

On March 11, 2026, the Board held the public hearing. After determining that there was not a majority protest against the proposed renewal, the Board called a mail-ballot fee election for April 27, 2026 for the purpose of submitting the renewal to the property-owners who would be subject to the fee.

Enclosed, you will find your parcel's ballot for the fee election, as well as a copy of the District's "Procedures for the Completion, Return, and Tabulation of Ballots." A summary of the procedures for casting your ballot is also included on the ballot. If approved by the owners of a majority of the parcels for which ballots are cast, the Brush Management and Fire Safety Infrastructure Fee will continue to be collected annually on the property tax bill at the existing rate until the fee is determined by the Board of Directors to no longer be necessary.

About the Ballot Question:

The purpose of the Brush Management and Fire Safety Infrastructure Fee is to fund brush management and fire safety services, such as, but not limited to, brush clearance appurtenant to roads and trails to improve fuel management; funding the services of a fire behavior and prevention specialist; creation of lot-specific fuel management plans for all developed and developable lots; and expansion and maintenance of the fire hydrant system..

The proposed rate for the fee is \$1,411 annually per publicly and privately owned parcel, excluding undevelopable parcels that are legally set aside as open space. This will raise approximately \$450,000 per year for brush clearance and fire safety programs.

The Election:

Ballots may be mailed to the General Manager at 63 Rancho San Carlos Road, Carmel, CA 93923 or may be hand-delivered to the Gate House located at One Rancho San Carlos Road, Carmel, California. In order to be counted, ballots submitted by mail or at the gatehouse must be received by the District no later than 5:00 PM on April 26, 2026. Ballots may also be submitted in person at the Board of Directors meeting to be held at 9:00 AM on April 27, 2026 at the Preserve Golf Club Library, located at 19 Pronghorn Run, Carmel, CA 93923 prior to the close of public comment on the proposed renewal. Each parcel subject to a fee is entitled to one vote. The renewal of the Brush Management and Fire Safety Infrastructure Fee beyond its current expiration will be approved only if a majority of the votes cast on the renewal support the renewal.

Need more information or have questions?

If you have any questions regarding the fees, the public hearing, or this process, please feel free to contact Shaw Pick, General Manager, Santa Lucia Community Services District via telephone at (831) 620-6791 during regular business hours or via email at CSD@santaluciapreserve.com.

OFFICIAL MAIL BALLOT
SANTA LUCIA COMMUNITY SERVICES DISTRICT
APRIL 27, 2026 PROPERTY-RELATED FEE ELECTION

BRUSH MANAGEMENT AND FIRE SAFETY INFRASTRUCTURE FEE RENEWAL

This Ballot is for the property designated as Assessor's Parcel Numbers: <APN>

<Owner>

<Mail Address>

<Mail City>, <Mail State> <Mail Zip>

This is your official property-owner mail ballot for the April 27, 2026 Property-Related Fee Election with regard to the renewal of the Santa Lucia Community Services District's **Brush Management and Fire Safety Infrastructure Fee**. The proposed renewed fee is discussed in more detail in the enclosed notice. You will receive a separate ballot for each parcel you own that is subject to the fee, and one vote may be cast for each such parcel.

To complete your ballot, mark an (X) in the voting square next to the word "YES" or next to the word "NO" below, sign and date the ballot, and return the entire ballot to the General Manager of the District. If you wrongly mark, tear, or deface this ballot, return it to the General Manager to obtain a replacement ballot. All ballots must be *received* by the General Manager no later than the close of testimony at the public hearing scheduled for April 27, 2026 at 9:00 AM.

Assessor's Parcel Number: <APN>
Proposed Renewal of Brush
Management & Fire Safety Infrastructure Fee: \$ 1,411 per year

This is an annual fee that will be collected on the County property tax bill.

YES — I Support the proposed Renewal of the Brush Management and Fire Safety Infrastructure Fee.

NO — I Oppose the proposed Renewal of the Brush Management and Fire Safety Infrastructure Fee.

I hereby declare, under penalty of perjury, that I am the record owner of the property identified on this ballot or I am the authorized representative of that record owner.

Signed _____

Date _____

Please see the back of this sheet for and instructions for completion and delivery of the Ballot. This ballot will be accepted and tabulated pursuant to the enclosed "Procedures for the Completion, Return, and Tabulation of Ballots."

BALLOT

**INFORMATION ABOUT YOUR BALLOT AND
INSTRUCTIONS FOR COMPLETION AND DELIVERY OF BALLOT**

APRIL 27, 2026 PROPERTY-RELATED FEE ELECTION

To Cast Your Ballot: Prior to the public hearing, completed ballots may be hand delivered to the Gate House located at One Rancho San Carlos Road, Carmel, California; or mailed to the General Manager of the District at the address indicated below. A return envelope has been provided for your convenience that is addressed to the General Manager. You may also personally present completed ballots to the General Manager at the public hearing on April 27, 2026. If you return your ballot by mail, please be sure to allow time for mail delivery; the General Manager must receive all ballots no later than the end of the public testimony portion of the public hearing on April 27, 2026. If you damage or misplace your ballot, a replacement ballot can be obtained from the General Manager by contacting the District Office as indicated on the Notice accompanying this Ballot.




All submitted ballots must be clearly marked to indicate either “Yes” or “No” and signed; otherwise the ballot will be rejected and not counted. To ensure the privacy of your ballot prior to the tabulation, please return your ballot in the envelope provided, or in a sealed envelope that indicates that a ballot is enclosed by noting on the front of the envelope “Ballot Enclosed -- Do Not Open”. A ballot previously submitted may be withdrawn at any time prior to the close of the public hearing by request to the General Manager, by the person(s) that signed the submitted ballot. A ballot may be changed at any time prior to the end of the public hearing by requesting a withdrawal of the previous ballot and requesting a replacement ballot. Only the person(s) signing the ballot may make such a request. The replacement ballot must be received by the General Manager prior to the deadline set forth below.

If you have questions: Should you have any questions prior to the public hearing, you may contact Shaw Pick, General Manager, Santa Lucia Community Services District via telephone at (831) 620-6791 during regular business hours or via email at CSD@santaluciapreserve.com.

General Manager
Santa Lucia Community Services District
63 Rancho San Carlos Road
Carmel, CA 93923

*Completed ballots MUST be received by the General Manager no later than the close of the public testimony portion of the public hearing which is scheduled to begin on **Monday, April 27, 2026 at 9:00 a.m.**, at the Preserve Golf Club Library, located at 19 Pronghorn Run, Carmel, CA.*

How to cast your ballot:

1.  Check Yes or No
2.  Sign and date it
3.  Return to the General Manager on or before the Public Hearing on, April 27, 2026 in accordance with the deadlines referenced above