

**Cazadero Community Services District**  
**Meeting Minutes**

May 9, 2016

**I. Call to Order**

Vice President Canelis called to order the regular monthly meeting of the Cazadero Community Services District at 6:10PM on May 9, 2016 at Station #2.

**II. Roll Call**

Vice President Canelis conducted the roll call. The following persons were present: Directors' Michael Nicholls, Paul Juilly, Charlotte Berry, and District Manager, Phil Mohrhardt and Chief Steve Krausmann. President Schantz was absent with notification.

**III. Approval of Minutes**

Minutes for April were approved on motion from Director Berry and seconded by Director Juilly. Motion passed 4-0-0

**IV. Approval of Financials**

Financials for April were presented by Manager Mohrhardt. April financials were approved on motion from Director Nicholls and seconded by Vice President Canelis. Motion passed 4-0-0.

**V. Presentation and Approval of Monthly Opex Invoices**

Manager Mohrhardt presented invoices for payment. Director Juilly moved and Vice President Canelis seconded a motion to approve April operating expenses in the amount of \$14,909,60. Extraordinary expenses included \$3,887.27 for Station #1 flooring overlay and \$1,760.75 for Redcom expense for 4<sup>th</sup> quarter. Motion carried with 2-0-2 vote, with Directors Nicholls and Berry abstaining due to inclusion on payable list for month.

**VI. Public Comment**

No members of the public present during comment period.

**VII. Correspondence**

- **FASIS** – Request for ballot completion for election of directors. CCSD voted for the two Sonoma County residents listed on the ballot
- **LAFCO** – Review for Palm Drive

**VIII. Chief's Report**

1.1. Monthly Call Report

Nature of Call	April
Medical	1
Individual Assist	1
Fire Related	2
Vehicle Accident	1

- 1.2. **Regional Update** – Chief reported the next Regional Meeting is scheduled for May 12, 2016.
- 1.3. **Engine 5260** - will be restored to service in the event our new brush truck is again leased by CalFire in the event of emergency.
- 1.4. **Call Boxes** – Since the acquisition of Verizon by Frontier is complete, Chief will request the addition of call boxes to be mounted on the exterior of each fire station.
- 1.5. **Redcom** – reimbursement of \$7,043.00 in 2015 Redcom fees will be returned to CCSD on completion and submission of paperwork by District Manager Mohrhardt.
- 1.6. **Austin Creek Rd. Landslide** – Chief reported a structure fire which occurred at 4915 Austin Creek on April 30, 2016 at 0852 hrs. had a response time of 15 minutes due to a landslide blocking Austin Creek Rd for the past 60 days. The blockage required emergency equipment to be routed south on Cazadero Highway three miles and then progressing northerly along the deteriorated Austin Creek Rd at 10 mph for two miles to reach the residence. Normally the response time would be less than 5 minutes from Station #1 had the road not been blocked. **This is a serious situation requiring immediate attention by our County Road personnel and includes potential liability issues for the District and County.**
- 1.7. **King Ridge Road Failure** – Director Nicholls reported a serious road failure in progress due to possible liquefaction from winter rains. Chief Krausmann is aware of the location and will report the situation to the appropriate personnel at the County Road Department.

## **IX. Manager's Report**

### **1. Tax Revenue**

- 1.1. Expected tax revenue fell approximately \$19,000 short of \$109,016.34 estimate. District Manager Mohrhardt anticipates the balance of expected revenue to be received by the end of the fiscal year.

### **2. Cal Fire Receivable**

- 2.1. Manager Mohrhardt learned CalFire submitted our outstanding receivable on engine rental from August 2015 and reimbursement for our Seaview Fire response in September 2015 to Sacramento on April 22, 2016. Payment is anticipated prior to June 1, 2016. Engine rental fee will be applied to the loan principal on the brush truck.

### **3. Donation**

- 3.1. District Manager Mohrhardt informed the board a \$600 donation for the Gerald Parmeter Park had been received from Bob Schneider.

### **4. Budget**

- 4.1. Preliminary budget worksheets were distributed and reviewed. Additions and corrections are to be submitted to the District Manager prior to the June meeting.

- 4.2. Director Nicholls was asked to contact Brian Bottari at PGE regarding LED conversion of streetlights within our district. This information is needed in order to properly budget potential lighting expenses for 2016-2017.

**X. New Business**

Chief Krausmann will contact the County Sheriff for information on a Community Watch Program. Damage was again reported in the park restroom and video surveillance signs will be posted and cameras installed. Riprap installation along the park drainage and hillside is being undertaken as a Community Service project under the oversight of Mike Dahle. Director Nicholls reported that SCP will reduce billings to provide customers with approximately a 2% reduction of fees below PGE, maintaining a competitive edge and providing customers a higher percentage of renewable generation.

**XI. Adjournment**

Director Berry moved and Director Nicholls seconded a motion to adjourn the meeting at 7:29PM. The motion passed 4-0-0. June meeting will return to the newly remodeled community room at Station #1 on June 13, 2016 at 6PM.

Absent

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Eric Schanz – President

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Michael Nicholls - Secretary

\_\_\_\_\_  
Homer Canelis – VP

\_\_\_\_\_  
Charlotte Berry

\_\_\_\_\_  
Paul Juilly