



Cazadero Community Services District

Meeting Minutes

October 10, 2016

I. Call to Order and Roll Call

President Schanz called to order the regular monthly meeting of the Cazadero Community Services District at 6:03PM on October 10, 2016 at Station #1. President Schanz 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. Absent - Homer Canelis.

II. Approval of Minutes

August and September minutes were approved on motion by Director Juilly and seconded by Director Nicholls. Motion passed 2-0-2. Abstentions were due to meeting absences by voting directors.

III. County Road Department Report

At the request of the board, Susan Klassen and Rob Houweling from the County Department of Transportation and Public Works presented an overview of FY 2016 and 2017 Infrastructure and Repair projects planned within the boundaries of the CSD.

- 1.1. King Ridge - plans to resolve the uneven roadway condition which has existed for several months scheduled for Fall 2016
- 1.2. Cazadero Hwy – Pavement overlay project from Hwy 116 to intersection of Austin Creek Rd. (3 ½ miles) scheduled for 2017.
- 1.3. Austin Creek Road – slide at Cazadero PAC. Geotech and Structural engineering work completed by PAC and County. Final engineering meetings to be held in near future for bid development specifications. Work scheduled for Summer 2017.
- 1.4. Right of Way Perimeter Mowing – will be ongoing year round in order to meet county needs
- 1.5. Old Duncan's Road Bridge – lead remediation is necessary where infrastructure was damaged prior to repair. Estimated for resumption of traffic during 2017.
- 1.6. Cazadero Hwy – Pavement Overlay from Austin Creek intersection to town of Cazadero. A request for earmarking as a 2018 project to be sent to Supervisor Carrillo.

IV. LAFCO Presentation

At the request of the Board, Mark Bramfitt outlined several options which could be undertaken to split the Ft. Ross CSA40 Fire District and divide responsibilities between

Timber Cove VFD and Cazadero VFD. Any change in areas of responsibility will require additional study and input. As a first step, the CSD will have to determine the tax base for the Ft. Ross District. Timber Cove VFD Chief Dennis Meredith participated in the meeting and discussion. Regrettably, Ft Ross Chief Steve Ginesi was unable to attend the meeting.

V. Approval of Financials

- 1.1. Financials for September were presented by Manager Mohrhardt. Expenses and income are tracking as forecasted.
- 1.2. September financials were approved on motion from Director Nicholls and seconded by Director Juilly. Motion passed 4-0-0.

VI. Presentation and Approval of Monthly Opex Invoices

Manager Mohrhardt presented invoices for payment. Director Nicholls moved and Director Canelis seconded a motion to approve September operating expenses in the amount of \$6,909.66. Extraordinary expense was noted as FASIS Workman's' Comp semi-annual payment of \$2,219.00 was made.

VII. Public Comment

Timber Cove VFD Chief Dennis Meredith, Transportation/Public Works Director Susan Klassen and Manager Rob Houweling, and LAFCO Executive Officer Mark Bramfitt discussed topics outlined elsewhere in the minutes. Director Klassen commented the County Transportation/Public Works website (<http://sonomacounty.ca.gov/TPW/Roads/Services/Data-and-Resources/Interactive-Maps/>) had been recently updated with a new interactive tool which incorporates mapping overlays including project details on roads, bridges, culverts, pavement preservation, traffic engineering and road maintenance. The updated website can be easily navigated by clicking on areas of interest on the left margin menu.

VIII. Correspondence

- 1.1. **Donna Dunk** - Sonoma County Auditor - Notification sent to special districts requesting copy of annual audit (CSD in compliance as Audit had been submitted)
- 1.2. **County of Sonoma** - Self-monitoring septic request for Station #2 - Submitted on CSD behalf by Accredited Septic.
- 1.3. **Comcast** - Notification of monthly billing reduction for Business Class Starter tier service at Station #2. Revised monthly charge to be \$69.95. Credit was provided for prior overbilling.

IX. Chief's Report

- 1.1. Call Report -

Nature of Call	August
Vehicle Accident	1
Vegetation	2
Medical Aid	3
Hazardous Condition	1

- 1.2 Chief reported Gabe Barrio and Cory Olson are attending a three-month Fire Academy at Windsor. The group meets Wednesday evenings and all day Saturday.

- 1.3 Insurance Association Rating reduction from 8B to 5B for Sunrise HOA and an area within town between the firehouse and Community Church would require the purchase of 1,200 feet of 3" hose at a cost of approximately \$5,000. Director Nicholls questioned the District expenditure for the benefit of approximately 80 parcels within the district and suggested the HOA be contacted to determine if they could contribute to the hose purchase as they are receiving the primary benefit in rate reduction. Discussion on the subject will continue at the November meeting.

X. Manager's Report

Manager Mohrhardt reported all quarterly payroll taxes and reports had been filed, Workman's Comp premium paid, and that our district auditor will be on site October 21st. Directors Berry and Nicholls will meet with the auditor during his site visit.

XI. Maintenance

- 1.1. Equipment pump testing scheduled to take place on October 12th at Monte Rio for engines 5280, 5290 and 5266.
- 1.2. Station #2 - routine seasonal roof sweeping, gutter and downspout maintenance is scheduled for October.
- 1.3. Allen Dewart, local Paramedic offers medical training once a month at firefighter meetings.
- 1.4. County of Sonoma participates in specified training sessions once a month at firefighter meetings.
- 1.5. Manager Mohrhardt inquired regarding status of Physical Exams, now included in our Insurance program. Chief replied he will begin scheduling staff exams.

XII. New Business

- 1.1 Nicholls reported he had contacted PGE regarding status of LED conversion of streetlights. PGE reports they have prioritized Cazadero, but a final conversion schedule had not been finalized.

XIII. Adjournment

Director Nicholls moved and Director Juilly seconded a motion to adjourn the meeting at 8:28PM. The motion passed 4-0-0. November meeting is scheduled at Station #1 on November 14, 2016 at 6PM.

Eric Schanz – President

absent

Homer Canelis – VP

Michael Nicholls - Secretary

Charlotte Berry

Paul Juilly