

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

March 21, 2016

**I. Call to Order**

President Schanz called to order the regular monthly meeting of the Cazadero Community Services District at 6:04PM on March 21, 2016 at Fire Station #2.

**II. Roll Call**

President Schanz conducted the roll call. The following persons were present: Directors' Michael Nicholls, Charlotte Berry, Paul Juilly, Homer Canelis, Chief Steve Krausmann and District Manager, Phil Mohrhardt.

**III. Approval of Minutes**

Minutes for February were approved on motion from Director Juilly and seconded by Director Berry. Motion passed 4-0-1. Director Canelis abstained due to absence from February Meeting.

**IV. Approval of Financials**

Financials for February were presented by Manager Mohrhardt. February financials were approved on motion from Director Canelis and seconded by Director Berry. Motion passed 5-0-0.

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

Manager Mohrhardt presented invoices for payment. Director Nicholls moved and Director Juilly seconded a motion to approve February operating expenses in the amount of \$12,009.93. Extraordinary expenses included \$1,216 .50 for pager repair, \$2,241.66 for remodel supplies for Station #1, and \$1,230.79 for pager signal regenerator. Motion carried with 5-0-0 vote.

**VI. Public Comment**

No members of the public present during comment period.

**VII. Correspondence**

- No Correspondence was received during the month of February, 2016.

**VIII. Chief's Report**

1. Chief reported the CSD Contract with the County for Fire Marshal Fire Investigation Services, Fire Training Services and Fire Inspections had been located at the County Offices per Chief Williams and would be included in the contract package submitted for approval to the Board of Supervisors for the fiscal year 2016/2017. A limit on expenses of \$3,500 was included in the CCSD contract.
2. Monthly Call Report

Nature of Call	February
Medical	8
Individual Assist	2

## Maintenance –

- 2.1. New insulated bay doors and associated door weather-stripping have contributed to what is believed to be a lower propane bill for the month of February.
- 2.2. Chief has coordinated painting of ceilings in kitchen, hallway, bathrooms and meeting room. A special recognition to Christine Canelis for her painting labor and expertise was offered by the Chief. Final decision on the flooring material was made by consensus. Mike Dahl has sourced sound remediation baffles for the meeting room and will install same. Wainscoting will be painted to match the walls.
- 2.3. A TOT grant request by Director Berry was submitted to fund a firehouse exhaust system. We expect a response from the County no later than the end of June regarding acceptance or rejection. This installation is planned by Chief to be a dry weather, summer project. Backup options were reviewed in the event the grant request is not approved which include USDA grant request for a total project, and the second option consisting of a partial installation of an exhaust fan system without flexible hoses connected to vehicle exhausts.

## 3. Regional Model –

- 3.1. Region 5 consists of Camp Meeker, Cazadero, Forestville, Monte Rio, Occidental, and the Russian River Fire Protection District. Chief Max Ming of Forestville/RRFPD had been elected by regional chiefs as the Region 5 representative to the Countywide Advisory Council, however he subsequently felt he didn't have time available to take on the responsibility. A special Regional Meeting was called for March 11<sup>th</sup> and Mark Emmett of the RRFPD Board was elected to replace Chief Ming as the Regional Representative.
- 3.2. Due to consolidations in Cloverdale/Geysers and Annapolis/TSR districts, a reduction in county funding availability was reviewed. It appears approximately \$400,000 will be made available to primarily backfill the 15 Volunteer Departments within the county to keep whole. There has been no discussion with our Chief or Board regarding the formulae for distribution of available funds.
- 3.3. ADA compliance of restrooms in Station #1 was reviewed by Chief Krausmann. A preliminary estimate of \$15,000 will cover moving a wall, enlarging a door to 36" and enlarging the restroom to allow for a minimum 50" wheelchair 'turn-around' diameter, grab bars and other related ADA items including low flow commode, wash basin, etc. This will be designated as a 'Unisex' ADA restroom.

## **IX. Managers Report**

### 1. Playground / Park

- 1.1. SAY Youth Corps will be available after April 15<sup>th</sup> for hillside cleaning and maintenance.
- 1.2. Director Berry requested a reserve account be implemented to accrue funding necessary for future grant match requests. Unspent park budget funds at the end of this fiscal year will seed the first deposit to the park reserves account.

2. Tax Revenues

2.1. 2<sup>nd</sup> Tax installment is anticipated in the amount of \$109,016.34.

3. Receivables

3.1. Manager Mohrhardt commented leasing fees of CCSD equipment to CalFire is still outstanding as well as reimbursement for our Seaview Fire response.

**X. New Business**

Director Nicholls commented briefly on LED Conversion of Street-lighting and that CEO Geof Syphers of Sonoma Clean Power would be the Rotary Guest Speaker on March 22<sup>nd</sup>. Syphers will include an overview of reduction of greenhouse gas emissions, rates, electric vehicles and customer savings in his presentation. All directors were invited to attend.

**XI. Adjournment**

Director Juilly moved and Director Nicholls seconded a motion to adjourn the meeting at 7:31PM. The motion passed 5-0-0. March meeting will be held at Firehouse #1 on April 12, 2016 at 6PM.

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Eric Schanz – President

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Michael Nicholls - Secretary

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Homer Canelis – VP

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Charlotte Berry

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Paul Juilly