



Cazadero Community Services District

Regular Meeting Minutes

July 10, 2017

I. Call to Order and Roll Call

President Canelis called to order the regular meeting of the Cazadero Community Services District at 6:04PM on July 10, 2017 at Station #1, and conducted the roll call. The following were present: Directors' Joe Mercieca, Homer Canelis and Michael Nicholls, Administrator Flowers, Chief Krausmann and Chief Ming. Director Charlotte Berry was absent.

II. Director Interviews

On a motion by Director Nicholls, seconded by Director Mercieca, the Board moved to appoint Maureen Berry to fill the vacant Director seat. VOTE 3/0/2 (Director C. Berry absent, one vacant seat).

III. Appointment of New Director

Director Nicholls administered the Oath of Office to Director Maureen Berry. Director M. Berry will need to be added to the signature card at WestAmericia Bank.

IV. Reform Board

Director Canelis, President; Director Mercieca, Vice President; Director Nicholls, Board Clerk; AA Flowers, Board Secretary.

V. Approval of Minutes

On a motion by Director Canelis, seconded by Director Mercieca, the Board moved to accept the minutes as presented. VOTE: 4/0/1 (Director C. Berry absent).

VI. Executive Session

Public Employment pursuant to Government Code Section 54757: Title: Park Maintenance

The Board will direct Russian River Maintenance to comply with the original agreement, not to exceed \$500.00 per month for park maintenance. If additional funds are necessary, Russian River Maintenance must get prior approval from the Board. Not to exceed an additional \$500.00 for emergencies.

VII. Approval of Financials

1.1. Financials for June were presented by Administrator Flowers. Expenses and income are tracking with income at 102% and expenses at 88%.

1.2. June financials were approved on motion from Director Nicholls and seconded by Director Mercieca. VOTE: 4/0/1 (Director C. Berry absent).

VIII. Presentation and Approval of Monthly Opex Invoices

Admin. Flowers presented invoices for payment. On a motion by Director Canelis, seconded by Director Mercieca, the Board moved to approve June operating expenses in the amount of \$20,242.23. VOTE: 4/0/1 (Director C. Berry absent). Extraordinary expenses of \$13,146.00 to George Petersen Insurance for Commercial/Business insurance for FY 2017/18; \$2,134.00 to FASIS for the 1st quarter workers compensation insurance.

IX. Public Comment

Forestville/Russian River Fire Chief Max Ming reported on the July 1, 2017 Fire Service meeting.

X. Correspondence

- 1.1. FSAC Study Session
- 1.2. FY 17/18 TOT Advertising Grant Award
- 1.3. Letter to Ms. Moeckel re: Vacant seat interest
- 1.4. Letter to Ms. Berry re: Vacant seat interest
- 1.5. LAFCO Municipal Svc. Review & Potential Annexation for Geyserville Fire
- 1.6. Sonoma County Fire Districts' Association Agenda & Menu
- 1.7. Letter to Ms. Klassen, Dept. of Public Works

XI. Chief's Report

- 1.1. Call Report – June

Nature of Call	June
Medical Aid	4
Structure Fire	2
Hazardous Condition	0
Fire Alarm Sounding	1

- 1.2. Chief Krausmann provided the Sonoma County Fire & Emergency Service agreement to be signed and returned to the County for approval at the Board of Supervisors meeting in August. Cost to Cazadero CSD is approximately \$2,500.00 per year. Under this agreement the County will conduct commercial business inspections for Cazadero CSD.
- 1.3. Exhaust system/TOT Grant: Chief Krausmann reported adding two additional bays to the exhaust system would cost approximately \$15,000.00; TOT grant award for FY 17/18 is \$10,500.00. Discussion held regarding use of FY 17/18 TOT grant funds. On a motion by Director Mercieca, seconded by Director Nicholls, the Board moved to use FY 17/18 TOT Grant funds for a station roof. VOTE: 4/0/1 (Director C. Berry absent). Chief Krausmann obtained a quote from Matlock Roofing and will obtain a quote from Alternative Roofing as well.

XII. Manager's Report

- 1.1. AA Flowers, Chief Krausmann and Director Nicholls presented two scenarios for FY 2017/18 Final Budget. Russian River/Forestville Fire Chief Ming also provided assistance on revenue budgeting. Scenario #1: 2% increase to the secured property tax (Total revenue: \$273, 902.00). Scenario #2: County of Sonoma prediction for property tax revenue (Total revenue: \$271,362.00). Expenditures: \$276,880.00.

XIII. Final Budget FY 17/18

On a motion by Director Mercieca, seconded by Director Nicholls, the Board moved to adopt scenario #1 for FY 17/18 Final Budget. VOTE: 4/0/1 (Director C. Berry absent).

XIV. Adoption of 17/18 Appropriation Limit

On a motion by Director Canelis, seconded by Director Mercieca, the Board moved to approve the appropriations limit of \$349,005.00. VOTE: 4/0/1 (Director C. Berry absent).

XV. Street Light Shield Request

1.1. Discussion was held. Request was not granted due to insufficient information.

XVI. Maintenance

- 1.1 Chief Krausmann reported preparation for the upcoming dance will be performed.
- 1.2 Director Canelis reported on the park bathroom leech line; roots were cleared from the line and they are working at this time. Additional work is needed to prevent the roots from returning. Lids to the tanks were reported as worn and should consider replacement in the near future. Director Canelis will notify Russian River Maintenance; \$500.00 limit, any additional costs will need to be authorized by the Board.

XVII. New Business

- 1.1 Director Nicholls will check with the County regarding the status of the eviction of property on Cazadero Hwy.
- 1.2 Director Nicholls reported on the letter sent to Susan Klassen, Department of Transportation/Public Works regarding lane closures for repairs on Cazadero Hwy.
- 1.3 Director Nicholls suggested a website for Cazadero CSD and will work on design/implementation.

XVIII. Adjournment

1.1 The meeting adjourned at 8:18 PM on motion by Director Mercieca and seconded by Director Nicholls by a 4-0-1 vote. The August meeting is scheduled at Station #1 on August 14, 2017.

Homer Canelis – President

Michael Nicholls - Secretary

JoeMercieca-Vice President

Charlotte Berry

Maureen Berry