

# **Cazadero Community Services District**

## **Meeting Minutes**

March 9, 2015

### **I. Call to Order**

Board President Schanz called to order the regular monthly meeting of the Cazadero Community Services District at 6:08PM on March 9, 2015 at Fire Station #2.

### **II. Roll Call**

President Schanz conducted the roll call. The following persons were present: Directors Charlotte Berry, Michael Nicholls, Paul Juilly, Eric Schanz, Homer Canelis and District Manager, Phil Mohrhardt. Director Canelis arrived at 6:19PM. Absent – Chief Krausmann

### **III. Approval of Minutes**

Corrected minutes for January and February were approved on motion from Director Canelis and seconded by Director Juilly. Motion passed 5-0-0

### **IV. Presentation and Approval of Monthly Opex Invoices**

Manager Mohrhardt presented invoices for payment. Director Berry moved and Director Juilly seconded the motion to approve operating expenses for the month of February in the amount of \$7,787.90. Vote was 5-0-0.

### **V. Open to the Public**

No members of the public were in attendance.

### **VI. Correspondence**

- **Marin Sonoma Mosquito Abatement District** – Ballots were received for parcel tax increase. Motion by Director Canelis and seconded by Director Berry, to oppose the increase passed 5-0-0. District Manager Mohrhardt was directed to submit the ballots with a “No” vote.
- **Sonoma County Auditor/Controller** – The CSD received notification of a Property Tax allocation of \$223,480 for this fiscal year. The district budget was based on the prior year allotment of \$208,000 and revisions will be made to the current budget to reflect the increase in allocation.
- **Educational Revenue Augmentation Fund (ERAF)** – Special Districts in Sonoma County are assessed to provide funding for school districts outside of district boundaries. The Cazadero CSD assessment this year was fixed at \$26,642 with a cumulative assessed total of \$406,420 to date.
- **Community First Credit Union** – At the board’s request, District Manager was directed to meet with CFCU to explore a new banking relationship. An issue

ensued in the definition of a CSD not matching the existing definitions outlined in the Credit Union's application procedure. Based on this incompatibility and other issues, the board by voice vote 5-0-0 elected to continue a banking relationship with WestAmerica at this time.

**VII. Signage for the Park**

- Director Berry requested to postpone the report 30 days.

**VIII. Hall Rental Agreement**

- Manager Mohrhardt presented Directors with a proposed draft for the Fire Hall Rental Agreement. Directors reviewed the agreement in detail and requested language modification in several areas. A final draft will be developed and presented by District Manager Mohrhardt at the April meeting for board approval and publication.

**IX. Sexual Harassment Policy**

- After attending a board members workshop it was noted that our Personnel Manual required updating to include a Harassment Policy, inclusive of Sexual Harassment and Harassment in general, to comply with Federal, State and County requirements. District Manager Mohrhardt drafted a policy based on recommendations from the California Chamber of Commerce. By motion by Director Canelis and seconded by Director Juilly the attached draft was approved and accepted on a 5-0-0 vote.

**X. Chief's Report**

- Due to the absence of the Chief, there was no report.

**XI. FY 2015 -2016 Budget**

- District Manager Mohrhardt requested input from directors necessary for budget development and preparation.

**XII. Managers Report**

- No formal report was necessary as manager's activities were reported during the course of the meeting.

**XIII. Maintenance**

- No report due to Chief's absence.

**XIV. New Business**

- District Manager or Directors reported no new business.

**XV. Adjournment** –Director Juilly moved and Director Canelis seconded a motion to adjourn the meeting. The motion passed 5-0-0. April meeting will be held at Firehouse #2 on April 13, 2015 at 6PM.

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Eric Schanz – President

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Michael C Nicholls -  
Secretary

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Homer Canelis – VP

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Charlotte Berry

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Paul Juilly

**Attachment** – 150309 Cazadero CSD Anti-Harassment Policy

Draft