



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

April 8, 2019

**I. Call to Order and Roll Call**

Director M. Nicholls called to order the regular meeting of the Cazadero Community Services District at 6:00PM on April 8, 2019 at Station #1, Director P. Barry led the pledge of allegiance. The following were present: Directors' Mike Nicholls, Paul Barry, Cory Olson, Maureen Berry and Homer Canelis. Chief Krausmann, AA Flowers, Coop Gabelman and Chief Lunardi were also present.

**II. Public Comment**

AA Flowers read a letter from Nancy Caplan regarding a planter box request for the front of the station and bathroom remodel project timeline. Item tabled until Chief Krasumann arrives.

**III. Board Member Comment**

None.

**IV. Staff Report**

AA Flowers reported the State Controllers labor report that is due April 30, 2019 has been submitted to the State Controllers Office.

**V. New Business**

**a. Draft Audit (Conference call with John Blomberg)-**

Auditor John Blomberg conducted a conference call with the Board and the following was noted:

- Management discussion analysis (summary of detail)-something to be added to audit next fiscal year
- Add reference- 2017 audit performed by other auditor
- Pg. 3-change heading from "Business" to "Government", \$687.00 interest added, combine A/P categories (accrued liabilities & West America Bank loan), change unreserved to unrestricted
- Pg. 5-Break fund balances down instead of "unassigned" to committed, assigned and unassigned
- Pg. 8-(1) will be removed
- Pg. 15- Note 4-"changes" to "changed"
- Pg. 17-"Outflows" services/supplies (under salaries/EE benefits), principle retire to retirement or paid

Mr. Blomberg will make suggested changes and send final draft to the District.

**b. Park Insurance-**

Agent Coop Gabelman was present to discuss the insurance policy for the park property. Mr. Gabelman stated the issue stems from the California court system; if a claim is brought against the fire department, the park policy could be tapped due to the property being owned by the fire department. Discussion held regarding options of how to renew the policy. Mr. Gabelman will research the idea of the park property being leased by another entity that has their own insurance and indemnifies Cazadero CSD. Mr. Gabelman stated if the policy is quoted with a new carrier the premium will most likely increase.

**c. Cazadero, Timber Cove & Fort Ross Fire Districts forming a new governing District-**

Legal counsel Bill Adams, Mark Bramfitt from LAFCO and representatives from each District met to discuss forming a new District. Items discussed included: cost of mapping, 10-15 year outlook, Timber Cove \$75.00 parcel tax and pros/cons- consolidation came out as the best option.

A meeting will be held on April 30, 2019, 6:30 PM at Timber Cove; legal counsel will be in attendance to answer questions.

Questions/comments-Can Cazadero's fire station be transferred to the Cazadero Community Club and then leased back to the fire department? Consolidation may be a benefit when it comes to requesting funding (Amador contract). Chief Lunardi of Occidental is supportive; would also like to see Region 5 come together.

On a motion by Director Canelis, seconded by Director P. Barry, the Board approved the concept of consolidation subject to concurrence of Fort Ross and Timber Cove Boards approval and resolution of details involved in consolidation. VOTE: 4/0/1 (Director C. Olson abstained due to being a volunteer).

**d. Address Signs-**

The fire department will have a booth at the BBQ with sign information.

**e. Traffic Calming-1000 Blk, Cazadero Hwy.-**

Discussion held; item deemed to not be in the purview of the CSD.

**f. Light Tower Purchase-**

Chief Krausmann obtained a quote for two towers and power cords for an approximate total of \$9822.50.

**g. Streamline website demo-**

AA Flowers reviewed the demo website produced by Streamline. On a motion by Director C. Olson, seconded by Director P. Barry, the Board moved to use Streamline as the web designer/host for the CSD's website. VOTE: 5/0/0.

**h. Park Updates-**

Item tabled.

**i. FY 19/20 VFA Grant Application-**

Chief Krausmann and Director P. Barry will won on the application; amount will be incorporated into the FY 19/20 budget.

## VI. Chief's Report

### 1.1. Call Report – March

Nature of Call	March
Medical Aid	8
Fire Alarm Sounding	1
Hazardous Conditions	2
Vehicle Accidents	2

1.2 Chief Krausmann will order the air quality monitor.

1.3 Vegetation management contract-Chief Krausmann reported that CalFire is already working on property inspections and due to limited staffing it would be very difficult for Cazadero CSD to perform property inspections. On a motion by Director M. Berry, seconded by Director Canelis, the Board moved to decline signing the contract (Ordinance 13A) due to duplication of work and limited staffing. VOTE: 5/0/0.

1.4 E5266: Auxiliary pump repair-Ferrara will pay 1/3, Mike Duran will pay 1/3 and the CSD will pay 1/3; District's portion will be approximately \$3,000-3,500.00.

1.5 Chief Krausmann and Chief Ginessi will work on the installation of the new sign in front of the station.

## VII. Correspondence

- a. Letter: SB670 Support letter to Senator McGuire- Information only.
- b. Email: Cabling on Ground in Cazadero- Information only.
- c. Email: Rotary Grant Application- Information only.
- d. Email: Austin Creek Road-Information only.
- e. SCFDA Meeting Announcement- Directors C. Olson and M. Nicolls will attend.
- f. FASIS Election Ballot- On a motion by Director Canelis, seconded by Director M. Berry, the Board moved to vote for the three incumbents. VOTE: 5/0/0.

## VIII. Approval of Minutes

On a motion by Director Canelis, seconded by Director Olson, the Board moved to approve the minutes of the March 11, 2019 regular meeting and March 19, 2019 special meeting as presented. VOTE: 5/0/0.

## IX. Approval of Financials

- 1.1. Financials for April were presented by Administrator Flowers. AA Flowers provided account reconciliations, account balances, Bank of America credit card statement and profit/loss report for March 2019.
- 1.2. OPEX- AA Flowers presented invoices for payment. On a motion by Director M. Berry, seconded by Director Canelis the Board moved to approve Arpil operating expenses in the amount of \$10,841.16. VOTE: 5/0/0. Extraordinary OPEX: FASIS-4<sup>th</sup> QTR workers compensation insurance \$2348.00 and LN Curtis & Sons-3 jackets \$4160.05

**X. Old Business**

- a. **MSR Update**- Release of draft MSR will be released in May; sent to Chief's for review.
- b. **Sonoma Clean Power**- Discussion held; Sonoma Clean Power is currently 1% under PG&E.
- c. **Lexipol Policy Review**- Tabled to May.

**XI. Public Comment**


None.

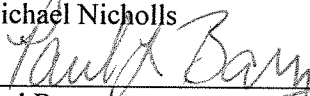
**XII. Board Comment**

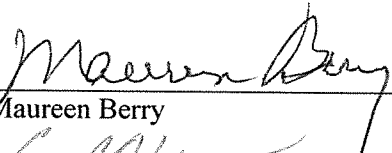
None.

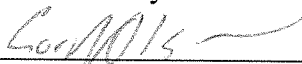
**XIII. Adjournment**

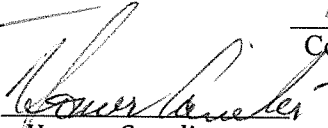
- 1.1 The meeting adjourned at 9:13PM on motion by Director M. Berry and seconded by Director C. Olson by a 5/0/0 vote. The May meeting is scheduled at Station #1 on May 13, 2019.

  
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Michael Nicholls

  
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Paul Barry

  
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Maureen Berry

  
\_\_\_\_\_  
Cory Olson

  
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Homer Canelis

5/9/19  
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Date