

Cazadero Community Services District Regular Meeting Minutes

July 9, 2018

I. Call to Order and Roll Call

President Nicholls called to order the regular meeting of the Cazadero Community Services District at 6:04PM on July 9, 2018 at Station #1, and conducted the roll call. The following were present: Directors' Maureen Berry, Paul Barry, Cory Olson and Michael Nicholls, Administrator Flowers and Chief Krausmann. Director Canelis was absent.

II. Public Comment

Linda Baswell was present and discussed the conditions of Cazadero Highway (excessive brush and status of re-paving project). Director Nicholls provided information on the County of Sonoma's project timeline; Cazadero Highway is on the 2019 schedule. Ditching of the Highway requires a special permit which typically takes several years to obtain.

Director Canelis arrived at 6:10 PM

III. Board Member Comment

Director Barry proposed the idea of an "adopt the highway" program and education for property owners. The concern was raised about property right away(s), traffic control and safety.

IV. Staff Report

AA Flowers provided information on LAIF (Local Agency Investment Fund), including a request to update the contact information for the account. More information was requested as to how the LAIF funds are invested.

V. Chief's Report

1.1. Call Report - May

Nature of Call	May
Medical Aid	11
Vehicle Accident	2
Public Assist	2
Fire Alarm Sounding	0

1.2. Call Report - June

Nature of Call	June
Medical Aid	8 (1 Fort Ross)
Structure Fire	1

Public Assist	1
Vegetation Fire	1 (Fort Ross)

1.2 Chief Krausmann reported the Cazadero participated in the recent Red Flag Upstaffing; AA Flowers will work with Chief Krausmann on submitting the billing and required documentation for reimbursement.

1.3 Cazadero has been hired as a "wet hire" to cover a CalFire station; engine is currently out and may be for a few more days.

1.4 Station 1 roof project will start in two weeks; Chief Krausmann will contact the exhaust system company to inquire about raising the exhaust vent.

1.5 Chief Krausmann is working on permits for the bathroom remodel.

1.6 Chief Krausmann and AA Flowers will work on the development of the final budget for approval in September.

1.7 New sign: location will need to be determined; needs to be placed where it can be visible to as many people as possible. Electric signs range from \$5,000-10,000.00; suggestion was made for it to possibly be a joint effort between the CCSD, Community Club and Firefighters Association.

1.8 Pole Mountain Lookout was dissolved; Cazadero Firefighters Association received approximately \$28,000.00 from the Pole Mountain Lookout. Chief Krausmann plans on using the funds for a community CPR class, purchase AED's for placement at the elementary school and local store, purchase of hose packs and other projects.

1.9 Maintenance: Chief Krausmann received a letter from the County of Sonoma regarding the operational permit for the septic system. The letter stated the required inspections have not been submitted to the County as required. Chief Krausmann has attempted to contact Accredited Septic (who the District contracts with for the inspections/reports), the District may need to find a new company to do this service. Other items noted: alarm not working properly and vegetation needs to be cleared. Chief Krausmann has completed the clearing of the vegetation and will work on having the alarm inspected/repaired if necessary.

2.0 Chief Krausmann noted the deteriorating blocks at Station 1; he will look into it further and determine if a repair can be made. Signage should be installed re: un-reinforced masonry building.

VI. Correspondence

a.Email:

1. Email: Red Flad Warning staffing
2. Email. FSAC Silver Plan
3. Application for Special Even Permit
4. Email: Red Flag Warning
5. Email: Town Hall Meeting
6. 2017 Consumer Confidence Report

AA Flowers reviewed all correspondence with the Board.

VII. Approval of Minutes

On a motion by Director M. Berry, seconded by Director Olson, the Board moved to accept the minutes as presented. VOTE: 5/0/0.

VIII. Approval of Financials

- 1.1. Financials for July were presented by Administrator Flowers. AA Flowers provided account reconciliations, account balances and profit/loss report for June 2018.
- 1.2. OPEX- AA Flowers presented invoices for payment. On a motion by Director Canelis, seconded by M. Berry the Board moved to approve July operating expenses in the amount of \$23,261.77. VOTE: 5/0/0. Extraordinary OPEX: Bank of America Business Card: \$3,480.82 (Tuff Shed purchase and Zumwalt Ford), George Petersen Insurance-\$13,331.00 (FY 18/19 insurance premium), FASIS-\$2,348.00 (1st QTR FY 18/19 workers compensation insurance).
- 1.3. LAIF authorization for transfer of funds will be updated to list all Board members and two authorized signers.

IX. New Business

- a. Budget for 3% Reserve: Discussion held regarding the LAIF account: allocation of funds (engine or park). Upon development of final budget, determine if 3% is appropriate to budget for reserves.
- b. Region 5 Meeting invitation: Director Nicholls stated the Region 5 meeting will be held on Monday, July 16, 2018 at Anderson Hall in Occidental at 6:30 PM.
- c. Salad luncheon Use of Hall Request: Engines will need to be moved on Friday, ABC permit is in process, certificate of insurance is being obtained.
- d. Authorization to submit letter to Supervisor Hopkins for Fire Camera Installation to include West County locations: Approved to send, no edits or corrections needed.
- e. Fire Station Names: Discussion held regarding how to memorialize past Chiefs and citizens. Director Barry suggested a picture wall of all past Chiefs; Director Barry, George and Jane will work on this project.

X. Old Business

- a. CCSD Use Agreement Form: Director Berry will work on reviewing the current agreement; table until August meeting.
- b. Resolution 2018-07 FY 17/18 Revised Budget: On a motion by Director Canelis, seconded by Director Berry, the Board moved to adopt Resolution 2018-07 FY Revised Budget. ROLL CALL VOTE: Director P. Barry, aye; Director M. Berry, aye; Director Olson, aye; Director Canelis, aye; Director Nicholls, aye. VOTE: 5/0/0
- c. EverGreen Proposal-Sonoma Clean Power: Discussion held; District's power bills would increase approximately \$700.00 per year. The Board would not like to move forward with EverGreen at this time.
- d. Emergency Telephone Installation Update: Chief Krausmann will contact Verizon to inquire about the telephone line status.
- e. Discuss response from County of Sonoma re: CSD's request for guardrail on Cazadero Highway: The County of Sonoma will be installing chevron signs; since January 1st there have been 6 accidents (2 being fatalities).

Director Olson left at 7:54 PM

XI. Public Comment

XII. Board Comment

Fire Service Advisory Council Meeting is on Thursday at 9:00 AM; Bodega Bay will be requesting funds due to their reserve falling below \$500,000.00

XIII. Adjournment

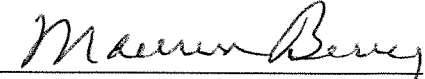
1.1 The meeting adjourned at 8:22PM on motion by Director Canelis and seconded by Director Barry by a 5/0/0. The August meeting is scheduled at Station #1 on August 13, 2018.



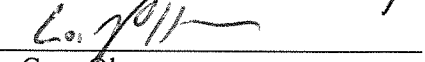
Michael Nicholls - President



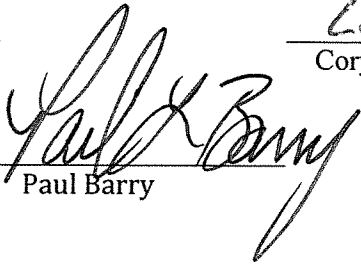
Homer Canelis - Vice
President



Maureen Berry - Secretary



Cory Olson



Paul Barry