

## MINUTES

Special Meeting of the Board of Directors  
Cameron Park Community Services District  
3200 Country Club Drive, Cameron Park, California

Tuesday, February 10, 2009 at 6:00 PM



### Board of Directors

VALERIE SALTZEN COZE, President

RICHARD GREEN, Vice President

Directors, DAVID JOHNSON, ALAN CLARKE, and DALE GERGER

**CALL TO ORDER:** The meeting was called to order by President Saltzen Coze at 6:10 p.m.

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL Present:** Directors: Saltzen Coze, Green, and Johnson.  
Directors Clarke and Gerger arrived after the board adjourned to Closed Session.  
Director Coze left at 6:42 p.m.
3. **APPROVAL OF AGENDA** *Approved* Ayes- **RG, DJ, VC** Absent—**AC, DG**

**CLOSED SESSION:** The Board adjourned to Closed Session at 6:11 pm to discuss the following items:

1. **PURSUANT TO GOVERNMENT CODE §54956.9:** Closed session under California Government Code §54956.9, conference with legal counsel regarding potential litigation in two cases.

### **BOARD RECONVENED TO OPEN SESSION AT 8:06 PM AND REPORTED OUT OF CLOSED SESSION:**

Motion was made to publicly advertise and hire an interim General Manager with specialized experience to work at the direction of the board based on a budget evaluation to be presented within seven days by acting general managers. Ayes—RG, VC Noes—DJ, AC, DG. Motion failed.

No further motions made during closed session.

**OPEN FORUM:** None.

**MOMENT OF RECOGNITION:** President Saltzen Coze thanked the Revenue Enhancement Advisory Group and the Bond Oversight Committee for their willingness to put their time into the District.

### **DEPARTMENT MATTERS:**

**For Purposes of the Brown Act § 54954.2 (a), the numbered items on this Agenda give a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.**

1. **INTERIM GENERAL MANAGER POSITION:** This item was discussed in Closed Session and a motion was made to publicly advertise and hire an interim General Manager with specialized experience to work at the direction of the board based on a budget evaluation to be presented within seven days by acting general managers. Ayes—RG, VC

Noes—DJ, AC, DG. Motion failed. The board did not have figures to evaluate this item sufficiently. It arose from staff noting that financial advisory assistance is needed. Current staff is overextended and this was a solution.

Cameron Park resident Barbara Rogers, asked why the District would hire an interim General Manager when the current General Manger is on paid administrative leave. There is a need for it, but the decision should be made to handle the situation with the current General Manager. It is not fiscally sound to have two people on payroll. President Saltzen Coze answered that there is a lack of action and nothing is getting done. An interim would assist.

Cameron Park resident Mark Harris asked if there is any sort of time frame for the current situation. President Saltzen Coze answered that the matter is under potential litigation and its privileged information when lawyers are involved. However, the board will make the information available as soon as they are able.

Cameron Park resident Bill Hughes reiterated what was shared at the last meeting. The job staff is doing is beyond belief and he is appreciative. All staff members are contributing and he didn't want that to go unrecognized.

**Action: None.**

2. **REVENUE ENHANCEMENT ADVISORY GROUP:** Board reviewed the document attached. Staff explained that the title of Bylaws has been critiqued to make it more fitting. The board may want time to review it prior to approval tonight. The Group met and provided a list of programs and ideas that they will pursue for the revenue of the Community Center. The Group will also want to provide input. The board agreed.

Group member Bill Hughes added that immediacy is needed now. The Group needs three things: a presentation from Alternative Marketing for the reservation information, marching orders from the board, and approval for the Group to move forward regarding. Staff answered that Alternative Marketing will be presenting on 2/18/09 at the board meeting. The Group requested some direction from the board so they can move forward with their contacts.

Vice President Green offered that the advisory group will go out seek revenue sources and advise staff of progress. He read some sections from the proposed document for the Group.

**Action: Approve items 3.2 and 4.1 as the instructions to the Advisory Group until the board revises, with an understanding that a final vote will take place, so they can continue to move along.** Ayes—RG, VC, DJ, AC, DG

Cameron Park resident Barbara Rogers stated that as she understood it, the Advisory Group is to generate ideas and programs for the Community Center. She was asked to be on the Group and requested a few days to think about it, but the board appointed the Group two days later and she didn't have a chance to respond. She felt that being on the Group would lead to arguments because there are people on it that have been around since the beginning and she is strong-willed, as some of they are too. However, she wants to contribute ideas and assist the Group as best she can. She provided fee schedules from multiple agencies to the Group. President Saltzen Coze thanked Ms. Rogers for the information and apologized for the miscommunication regarding the response deadline. Ms. Rogers was invited to join the Group should she be interested.

Director Johnson clarified that the board took an action to appoint the current members and requested that the current Group get their feet wet before more members are added. Group Member Yvette Ashlock corrected President Saltzen Coze in that no new members were added. The board appointed alternate, Kathryn Gilfillan, was appointed as Chair and Ms. Ashlock became the alternate instead. David Glas was not sent a letter even though his name was mentioned at the Workshop, because he was not a part of the board's appointment motion. No new members have been added. However, it is a public meeting and anyone can attend. The bottom line is that everyone is in accord that the Community Center should be profitable. Any input is appreciated.

3. **DISTRICT STRATEGIC PLANNING:** Each department head presented details regarding their current state. This included a brief overview of the current program, the budget history, and budget pressures. Recreation Supervisor Tina Helm displayed the option of registering online. The classes that are currently offered are either held at the Cameron Park Taekwondo Studio's facility, or are co-sponsored with El Dorado Hills or Folsom programs. Once the Center is opened, the Recreation Department will be able to offer classes, extend registration hours, and create joint-use agreements with Buckeye Union School District. The objectives, Vice President Green referred to it as a 'wish list', of the Recreation Department would be more staffing. Ideally, the department would have a Rec Supervisor, and Coordinators beneath to cover Aquatics, Sports, Seniors & Teens, and one for Special Programs. Additionally, RecTrac is able to accomplish much more than the District is currently utilizing it for. As the

transition to the Center is made, more modules will be added such as: Newsletters, Touch-Screen available for sign ups after hours, E-mail reminders of classes, and rosters. The possibilities are vast.

Parks Superintendent Paul Ryan presented the Parks Department information. Mr. Ryan provided the update regarding the Community Center construction. The Grand Opening will be on March 21, 2009. Currently, the LLADs (Lighting and Landscaping Assessment Districts) are being reviewed and SCI Consultants are preparing a survey to send out to the residents regarding their assessments. The LLADs may need to be reevaluated. The District is prepared for State cutbacks, although none have been enforced yet. There are several aspects of the Community Center that need attention in the near future: the operating budget, warranty-guarantee program, custodian-maintenance program, and joint-use agreements with Buckeye Union School District. Some additional pressures are the Capital Improvement Project list and new grants for more Capital Improvements. The District is in a great position for alternative funding for capital improvement projects that aren't covered by impact/development fees. Joint-use agreements, grants, grants through other agencies (EID, etc.) are all available to us. The Parks Department 'wish list' is more for future needs. The staffing for the Center will be a slow process as it continues to get more usage. Currently, there will be custodial positions and later there will be a need for full-time staff to monitor maintenance, possibly, if the gym and classrooms are built.

**Action:** None.


**MATTERS TO AND FROM DIRECTORS:** Vice President Green mentioned that there will be additional Workshops/ Special Meetings for the Administration and Fire Departments presentations. Staff provided a calendar for the rest of the year as to the availability of the Conference Room. Staff requested that the board review their schedules and find a regular date and time for each committee to have a meeting scheduled ahead of time each month. Vice President Green asked that each director provide their availability at the February Board meeting on the 18<sup>th</sup>. Director Gerger stated that he will provide his availability after the 23<sup>rd</sup> of February due to his new employer.

Staff announced that the CSD Office will be closed on Thursday (02/12/09) for Lincoln's Birthday. That only allows time for the Board Meeting agenda to be completed by Wednesday (02/11/09) and printed on Friday when the office reopens. Director Clarke asked if the board President will be available to review the agenda by 12 noon on Wednesday. Staff answered that the agenda is sent to both the President and Vice President and the first to respond gives the final approval. Any agenda requests from the Board must be made b


**ADJOURNMENT:** Meeting adjourned at 9:32 pm – **Approved.** Ayes – **AC, DG, RG, DJ**

**Attest:**

**February 18, 2009**



**President, Board of Directors**



**Secretary to the Board**

i. An AGENDA in FINAL FORM is located in the Reception area in the District Office as well as each of the Cameron Park Fire Stations. Additionally, a copy of the FINAL AGENDA is available on the District's website at [www.cameronpark.org](http://www.cameronpark.org). Support material is available for public inspection at the receptionist counter in the District Office. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

ii **Closed Sessions** may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the board prior to closing the meeting.