

## MINUTES

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

**Tuesday, March 3, 2009 at 7:00 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 7:03 p.m.

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL Present:** Directors: Saltzen Coze, Green, and Johnson.

Director Clarke was absent on vacation; he notified the board of his plans February 9, 2009.  
Director Gerger arrived at 7:05 p.m.

3. **APPROVAL OF AGENDA**

President Saltzen Coze added Open Forum and Matters to and From Directors to the agenda prior to approval.  
*Approved* Ayes- RG, DJ, VC Absent—AC, DG

**OPEN FORUM:** This item was added prior to the approval of the agenda. No discussion offered at Open Forum.

### **DEPARTMENT MATTERS:**

1. **BUSINESS PLAN:** President Saltzen Coze requested this item be discussed by the board and provide an opportunity to take public input. Staff provided that the District currently has a Master Plan that would better serve the District than a business plan because the Master Plan already exists and includes each department. SCI Consulting firm has offered their assistance to create a scope of services that will be used to put out an RFP to update the Master Plan. Vice President Green stated that a business plan is a must. He admitted that he hadn't seen the District's Master Plan, but the other studies he had seen didn't reflect what a business plan should. Parks Superintendent Paul Ryan added that the Master Plan is about nine years old and it should be reviewed every year with the Nexus Study.

Vice President Green asked if the business plan can be incorporated into the Master Plan once it's updated. President Saltzen Coze stated that that question can be answered by SCI. Director Gerger stated that he believes the most effective way would be to update the Master Plan and then create the business plan. President Saltzen Coze stated that each needed to be done concurrently. Director Johnson asked about the cost. An RFP could be anywhere from \$10,000 to \$300,000 depending on the scope of the work. Director Johnson agreed with the recommendation of Director Gerger. He also asked if this item was the reason for the Special Board meeting as it seems that it could have waited until the regular board meeting. President Saltzen Coze answered that this item is one of the reasons.

Vice President Green again stated that the business plan must be completed—the Community Center is about to open and a plan is needed to pay the bills; the committees can provide assistance with the plan. Director Johnson asked if SCI is going to charge to review the Master Plan. Staff answered no. Director Johnson asked if no board action is needed, why a special meeting was scheduled. President Saltzen Coze opened up discussion to the public.

Yvette Ashlock, Cameron Park resident, asked who SCI is. Staff answered that they are a consulting firm that has created some of the District's studies as well as analyzing the LLADs. RJM is a similar firm. Once the firm looks at the current plan and analyzes what needs to be changed to update it, they will provide an estimate if they choose. Bill Randall, Cameron Park resident, stated that his position on the situation is that the District is taking on a "cruise ship" (Community Center) from a "tugboat" (current programs) and a Captain is needed because the situation is new. Along with that, the Recreation Department needs a business plan to operate the Center.

Director Gerger maintained that the Master Plan needs to be updated prior to developing a business plan. It may take a while, but it needs to be done correctly. A business plan is not an emergency, it is everyday business that needs to be responded to, not reacted to. There is a current recreation department that will have classes in the center the day it opens; it is not going to go bankrupt without a business plan. Staff is completely capable of knowing which programs should be offered to maximize profitability—the budget each year shows the profitability of each program. President Saltzen Coze responded that a discussion about a business plan is in no way an insult to staff and that Director Gerger owed the Cameron Park resident an apology because his comments were inflammatory. Director Gerger stated that it is his opinion that the conversation is headed toward an insulting outcome to staff. He stated that he tried to find the reason for the discussion because it does not make sense for a business plan to precede a Master Plan and any District in the same situation would update the Master Plan first.

Vice President Green noted that he recently reviewed the Recreation budget, as part of the Budget and Finance Committee, and the projected deficit is at \$250,000; granted the budget is preliminary, but the situation is probable without a business plan.

President Saltzen Coze asked the board if there were any motions. Director Johnson clarified that staff would ask SCI Consulting Firm to review the current Master Plan, make recommendations, and report to staff. President Saltzen Coze confirmed and asked if any director wished to expedite the process. Vice President Green felt that if SCI could review and provide feedback by the regular board meeting March 18, then the board should make a call at that time. President Saltzen Coze added that SCI will make a presentation to the Park and Recreation Committee on March 12 and the committee would prepare and forward a recommended action. No motions made.

**Action: None.**

2. **PARK IMPACT FEE OVERSIGHT COMMITTEE:** President Saltzen Coze requested this item be placed on the agenda for discussion. Staff clarified that there is a current Bond Oversight Committee and they would continue to review expenditures of bond money, but when the bond money runs out, Park Impact fees will begin to be used and a committee should be formed to look over the expenditures of the impact fees toward the gymnasium. Director Gerger asked if there would be overlap between the two committees. Staff answered that their roles will be the same, but they won't be reviewing expenditures at the same time. Once the bond money's expended, the new committee will be generated.

**Action: Staff to advertise for the Park Impact Fee Oversight Committee limited to the Community Center project.** Ayes—DJ, DG, VC, RG Absent—AC

3. **ISSUE STATEMENT FOR RECORDING/WRITTEN MINUTES FOR CLOSED SESSION:** President Saltzen Coze added this item to the agenda because she believed there have been discrepancies between closed session discussions, action, and direction. The goal is to minimize any confusion from everybody (staff, board, and counsel). Closed session is available for a purpose, but she's frustrated with the lack of reviewable information months later. To resolve this issue/ improve a problem she requested the board consider issue statements being transcribed in closed session and/or a policy proposal to record all closed sessions.

Director Johnson stated that closed session is an opportunity to allow free-flow discussions and if they are recorded, that may temper the free-flow. He stated that he made a request to postpone this meeting so that Director Clarke could be present to partake in these discussions, but it was denied due to urgency...urgency he has yet to see so far in the meeting. In Director Clarke's absence, he proceeded anyway. He stated that he felt the timing of this item to be interesting. He made available a document that was placed under his office door regarding the Grand Jury. It was a public complaint form against he and Director Clarke signed by a Cameron Park resident listing three witnesses, one of which was Rich Green. Director Johnson added that if this form is valid, he has to wonder why a director is listed as a witness against two other directors and why closed sessions are now so important to record. He recognized that the names may have been listed as witnesses without their knowledge. With or without the form, it

makes the point that closed session is privileged, and the recording of it would not be privileged once ordered by the court; thus, possibly hindering the free flow.

President Saltzen Coze clarified that the item arose from her frustration that the board could not recall certain dates during the last closed session. She was simply requesting that notes be taken during closed session and the recording of it may or may not be necessary.

Vice President Green stated that this is the first time he has seen the document and it is incomplete because it lacks a signature and a date. President Saltzen Coze agreed that it was incomplete and didn't understand its relevance to the discussion item. The only reason for the item is to eliminate frustration on recalling specifics out of closed session.

Director Gerger added that he wouldn't mind recording the closed sessions, but taking notes would create a paper document and it is easy for a paper document to be made available to additional eyes not involved. President Saltzen Coze stated that if the board doesn't approve the recording of the closed session, and notes are not allowed to be taken, the discrepancies will continue. Legal counsel advised that any record that is kept from closed session, be a complete one and that the board stay away from summaries. The main purpose of recordkeeping is for potential litigation and the court will require a complete record.

Discussion took place regarding a phrase within Policy #5060.1: "All regular and special meetings of the Board shall be audio taped; Closed Sessions by request of the Secretary, General Manager or any Director, when such a request is approved by a majority of the whole Board."

President Saltzen Coze stated that she will continue to seek resolution to this issue and it may involve amending the policy to allow for a more flexible vote regarding the policy mentioned.

**Action: None.**

**MATTERS TO AND FROM DIRECTORS:** None.

**CLOSED SESSION:** The Board adjourned to Closed Session at 8:21 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 9:15 PM AND REPORTED OUT OF CLOSED SESSION:**

No action was taken. Direction given to counsel.

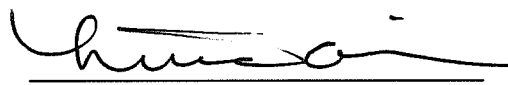
**ADJOURNMENT:** Meeting adjourned at 9:16 pm – **Approved.** Ayes—DG, RG, VC, DJ **Absent—AC**

Attest:

March 18, 2009



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President, Board of Directors



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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.