

MINUTES

Regular Meeting of the Board of Directors
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California

Wednesday, January 19, 2011 6:00 PM

Board of Directors

SCOTT MCNEIL, President

SHIVA FRENTZEN, Vice President

Directors, ALAN CLARKE, RICHARD GREEN, and GREG STANTON



CALL TO ORDER: The meeting was called to order by President McNeil at 6:02 p.m.

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL Present:** Directors: McNeil, Frentzen, Clarke, Green, Stanton
3. **APPROVAL OF AGENDA** *Action: Approved.* Ayes—SM, AC, SF, RG, GS

CLOSED SESSION: The Board adjourned to Closed Session at 6:02 pm to discuss the following items:

1. **PURSUANT TO GOVERNMENT CODE §54956.9:** Update and discussion regarding – County Writ 007CS00059.
2. **PURSUANT TO GOVERNMENT CODE §54957.6:** Review of the General Manager contract provisions and meet and discuss labor contract section 7a and sections 8 a-f.
3. **PURSUANT TO GOVERNMENT CODE §54957:** Discussion regarding a liability claim against the District from the California Labor Commissioner. State Case Number: 08-64918 Claimant: Tammy K. Mefford

BOARD RECONVENED TO OPEN SESSION AT 7:06 PM AND REPORTED OUT OF CLOSED SESSION:

Item 2: Left to the conclusion of the current board meeting.

Item 1: Directions were given to the General Manager to work with the District's attorney to negotiate a settlement with the County.

MOMENT OF RECOGNITION: Director Green recognized the Ponderosa High School varsity basketball team for hosting a clinic for the Youth Basketball League. President McNeil announced that the District received two awards at the Cameron Park/Shingle Springs Chamber of Commerce 20th Annual Installation Dinner: Outstanding Business Award for 2010 from the Chamber and the Senate Award from California Senator Ted Gaines.

OPEN FORUM: Cameron Park residents expressed concern over the illegal activities at the skate park. Bill Roby, El Dorado Community Foundation, offered to assist the board with addressing the issues as the Foundation assisted Placerville.

CONSENT CALENDAR:

Approve staff recommendation on items 1, 2, 3, 8 and 10 . Ayes— AC, SM, SF, RG, GS

1. **BOARD MINUTES:**
 - A. December 21, 2010, Regular Board Meeting
Action: Approved

2. **STAFF REPORTS:**

- A. Fire Department Report
- B. Recreation Department Report
- C. Parks Department Report
- D. El Dorado County Regional Pre hospital Emergency Services Operations Authority – A Joint Powers Authority

Action: Received

3. **FINANCIAL REPORTS:**

- A. Financial Statements for the month of December 2010

Action: Received

END OF CONSENT CALENDAR

GUEST SPEAKERS:

4. **EL DORADO DOG OWNERS GUILD (EDDOG):** Representatives of EDDOG presented fundraising progress toward developing a dog park at Hacienda Park. Bill Roby, Director of the El Dorado Community Foundation, presented that the Foundation has committed to assist with fundraising efforts and set up an endowment fund for future maintenance costs. General Manager Fred Smith stated that the presentation fulfilled previous board directives. Outstanding issues include the final approval of Hacienda for the future dog park, a proposed \$5000 donation from the District, the oak tree mitigation required by El Dorado County, and rules for the park.

Action: Request moved to Budget and Administration Committee for consideration based on today's impact fee balance and available revenues; furthermore, the Park and Recreation Committee to develop an analysis update on the maintenance and build out costs, CEQUA and other factors related to the building of this park, in addition, a cost analysis providing the estimated costs for operating the existing park versus an analysis of maintenance on operating a potential dog park. Ayes—RG, GS, SM, SF, AC

Action: Hacienda Park to be the site for a Cameron Park dog park. Ayes—AC, RG, SM, SF, GS

DEPARTMENT MATTERS:

5. **ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION:** None

6. **RASMUSSEN FAMILY TRUST DONATION:** On January 12, 2010, the District received a \$50,000 donation from the Rasmussen Family to help defray the pool expenses at the Community Center's pool complex. General Manager Fred Smith provided that matching funds have been pledged as well.

Action: None

7. **AUDIT 2008/2009:** The District received a comprehensive independent audit of its financial operations. Finance/ Office Manager Livia Amidon presented that the board's review of the audit is crucial in order to submit it to the rating agencies. General Manager Fred Smith added that the Management Letter answers the audit findings.

Action: Accept and file the audit report for the year ending June 30, 2009. Ayes—AC, SM, SF, RG, GS

8. **BOARD MEETING DATES 2011:** This item was moved to the Consent Calendar.

Action: Approved on Consent Calendar

9. **COMMITTEE ASSIGNMENTS FOR 2011:** Board President McNeil announced the 2011 committee assignments and requested the Committees select a chairperson and outline goals for the year (Statement of Purpose).

Action: None

10. **COMMITTEE MEETING DATES 2011:** This item was moved to the Consent Calendar.

Action: Approved on Consent Calendar

11. **RESOLUTION 2011-01:** Director Green presented the draft resolution delegating the General Manager responsibilities and authorities of the District. General Manager Fred Smith asked about a previously approved change in the fire department's reporting structure. Director Clarke provided that the Fire Committee could revisit the issue providing recommendations to the board to make the reporting structure clear.

Action: Amend Resolution 2011-01 striking the phrase "fire protection services, emergency medical services" and move otherwise. Motion made by McNeil and seconded by Frentzen

Action: Adopt Resolution 2011-01 as amended. Board Polled Ayes—SM, SF, AC, DG, GS

12. **CALIFORNIA SPECIAL DISTRICT ASSOCIATION REPRESENTATIVE:** Directors Green and Frentzen volunteered.

Action: Director Green to be the representative and Director Frentzen to be the alternate of the District for CSDA. Ayes—SF, GS, SM, AC, RG

13. **CAMPOBELLO ANNEXATION APPLICATION UPDATE:** Fire Marshal Mike Webb presented that LAFCO had requested the District submit a "Plan of Service". The Plan is currently being vetted by the department heads. General Manager Fred Smith added that the Director of LAFCO stated that the previously adopted resolution of the board has been accepted as the District's intent to proceed with the process of annexing the project.

Action: None

14. **CHANGING START TIME OF REGULAR BOARD MEETINGS TO 6:00 PM:** Public comment was in favor of the proposed change. Director Frentzen noted that the change in time would conflict with another committee she sits on. Public comment reflected opposition with changing the day of the meeting.

Action: None

GOALS AND OBJECTIVES OF THE GENERAL MANAGER: Director Green stated that in order for the general manager to establish the parameters of the direction of the District the board is responsible for providing feedback regarding those parameters. Director Stanton requested an up-to-date priorities list as well as a reprioritized list. Mr. Smith agreed to provide a status report on the previously submitted goals and objectives for review.

Action: Board will review the top priorities, goals and objectives submitted on 6/9/2010 and provide input to the general manager at the February meeting. Ayes—RG, GS, SF, AC, RG

MATTERS TO AND FROM DIRECTORS: Battalion Chief Joe Tyler announced that on January 24 at 7:00 pm at the Diamond Springs Fireman Hall there will be a meeting to discuss funding options for the fire districts in the area. Fire Marshall Mike Webb announced the workshop to be held at the Community Center on January 22 at 7:00 pm to discuss a proposed control burn within the Pine Hill Preserve. Director Frentzen asked how the board responds to public comments submitted via e-mail. It was answered that they can be sent to the general manager.

CLOSED SESSION: The Board adjourned to Closed Session at 9:35 pm to discuss the following items:

2. **PURSUANT TO GOVERNMENT CODE §54957.6:** Review of the General Manager contract provisions and meet and discuss labor contract section 7a and sections 8 a-f.

BOARD RECONVENED TO OPEN SESSION AT 10:34 PM AND REPORTED OUT OF CLOSED SESSION:

Item 2: Contract sections and evaluation form forwarded to the Budget & Administration Committee for review and adoption.

ADJOURNMENT: Meeting adjourned at 10:35 pm. **Approved.** Ayes – RG, AC, SM, SF, GS

Attest:

February 16, 2011

President, Board of Directors

Secretary to the Board