

## CONFORMED MINUTES

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

Wednesday, April 27, 2011 at 7:00 PM

### Board of Directors

SCOTT MCNEIL, President

SHIVA FRENTZEN, Vice President

Directors ALAN CLARKE, RICHARD GREEN, and GREG STANTON



**CALL TO ORDER:** Meeting was called to order by President McNeil at 7:00 PM

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Present: McNeil, Frentzen, Clarke, Green and Stanton

### **APPROVAL OF AGENDA**

At the time the Board acts upon the Approval of the Agenda, it may select individual Department Matters to be moved to the Consent Calendar for approval, absent objections and/or requests of the Board, staff, or the public to speak to those matters.

**General Manager Dupray provided the board with clarification regarding the conformed agenda and keeping audio as back up.**

**Action:** RG/AC Ayes – SM, SF, AC, RG, GS Noes—0

**MOMENT OF RECOGNITION:** This allotted time provides an opportunity for the Board of Directors to express appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

**Director Green recognized Keenan Mayfield and Steve Brown, both graduates from Ponderosa and their fellow teammates with the Sierra College Rugby Team for winning the West Coast Division and progressing onto the championships in Pittsburg Pennsylvania.**

**Director Green thanked and presented community members Bill Carey, David Gelber and Kelly Rogers for their hard work, dedication and contributions to the skate park committee.**

**Director Frentzen thanked the members of the Cameron Park Visioning Group, Eric Driever, Lindell Price, Bill Hughes for attending the Board of Supervisors workshop on April 4<sup>th</sup>. The Board of Supervisors approved the EDAC.**

**Director Clarke thanked staff for the successful Easter egg hunt**

**OPEN FORUM:** In accordance to Cameron Park CSD Policy #5030: At this time, members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors. Comment during the Open Forum is limited to five minutes per person. Public testimony will be received on each agenda item as it is called. Individual comments are limited to five minutes. There is a maximum of twenty minutes to each subject matter. The Board reserves the right to waive said rules by a majority vote. For the public's information, we are now taking email requests for future notification of CSD meetings.

**The board received comments by community members: Gerald Lillpop, Bill Carey, David Gelber, Barbara Rogers, Matt Silva, Nadine Petty, and Gary Barker.**

**CONSENT CALENDAR:** All items listed in the Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless members of the Board, staff, or persons in the audience request specific items to be discussed or commented on prior to the time the Board votes on the motion to approve or adopt items on the Consent Calendar. If any item is removed from the Consent Calendar, the item(s) will be considered at the beginning of the Department Matters Calendar.

**Approve staff recommendation on items 1B, 1E, 1F, 2A, 2B, 2D, 3, 4 and 5. AC/GS Ayes— SM, SF, AC, RG, GS Noes—0**

1. **BOARD MINUTES:**
  - A. March 16, 2011 Regular Meeting
  - B. March 24, 2011 Special Meeting
  - C. March 29, 2011 Special Meeting
  - D. April 05, 2011 Special Meeting
  - E. April 05, 2011 Workshop
  - F. April 08, 2011 Special Meeting
  - G. April 12, 2011 Workshop

*Action: Approve 1A, 1B, 1E, 1F AC/GS Ayes – SM, SF, AC, RG, GS Noes—0*
  
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: RG/GS Ayes – SM, SF, AC, RG, GS Noes—0*
  
3. **FINANCIAL REPORTS:**
  - A. Financial Statements for the month of March 2011.

*Recommended Action: Receive and File*
  
4. **FIRE COMMITTEE MEETING STATEMENT OF PURPOSE:** Fire Committee has drafted a statement of purpose for board approval and adoption.  
*Recommended Action: Approve*
  
5. **EMERGENCY PURCHASE OF (14) GPH COMMAND BENDIX KING RADIOS:** The Cameron Park Fire Department is requesting the Board of Directors to approve the emergency purchase of 14 Bendix King GPH Commander portable radios to allow for narrow banding to the new El Dorado Command Frequency. The expense would be paid for out of the fire department's equipment replacement fund which as of 03/31/2011 has a current fund balance of \$97K. It is recommended that the Board approve an amendment to the 2010/2011 Capital Equipment Expense line item by \$12,784.09 for the emergency purchase of communications equipment. Funds to be supplied from the Fire Equipment Replacement Fund. These items were presented to the Fire Committee on January 12, 2011, and Budget and Administration Committee on February 8, 2010.  
*Recommended Action: Approve*
  
6. **IMMEDIATE REPAIRS FOR THE RASMUSSEN PARKING LOT:** The Budget & Administration Committee and Park & Recreation Committee have forward the requested to the board for immediately action on the number one item on the prioritized list of projects. It was decided the Rasmussen Parking Lot is the most important item that needs to be addressed due to the safety issues involved with the Parking Lot. Funds to be supplied from Quimby Fees. The remaining deferred maintenance items will be re-examined/revisited with the 2011/2012 budget.  
*Recommended Action: Approved GS/AC Ayes— SM, SF, RG, AC, GS Noes – 0*

**END OF CONSENT CALENDAR**

**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.**

7. **ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION:** Motion was made to pull the following items: 1C, 2C, 17B SF: 1A, 1D, 1G, 6 Motion was made by AC/GS Ayes— SM, SF, RG, AC, GS Noes – 0  
All items pulled and discussed and the following motion was made: Approve 1C, 2C, 17B, 1D, 1G, and 1A with amendments to the dates regarding the dog park. RG/GS Ayes— SM, SF, RG, AC, GS Noes – 0
8. **SDRMA BOARD OF DIRECTORS 2011 ELECTION:** This item was carried over from the March 16, 2011 board meeting. Three (3) Directors seats are up for election for the term beginning January 1, 2012 through December 31, 2015. Nominations are being accepted through May 4, 2011.  
**Action: No vote. Discussion – no action.**
9. **C.S.D.A. BOARD OF DIRECTORS CALL FOR NOMINATIONS, SEAT C:** California Special Districts Association is seeking candidate nominations for election to the CSDA Board of Directors for the 2011-2014 term. The deadline for submitting nominations is May 27, 2011. Board minutes must accompany any nomination.  
**Action: AC/GS Submitted President McNeil. Ayes – SM, AC, GS Noes – RG, SF**
10. **RESOLUTION 2011-04 DIRECTING PREPARATION OF LLAD REPORTS FOR FY 2011/2012:** LLAD unit numbers 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, and 48 (Streets and Highways Code Section 22622).  
**Action: GS/SF Ayes – SM, SF, AC, RG, GS Noes—0**
11. **RESOLUTION 2011-05 DIRECTING EL DORADO COUNTY AUDITOR TO LEVY & COLLECT ASSESSMENTS FOR FY 2011/2012:** Authorizing Covenants, Conditions and Restrictions Assessment District for FY 2011/2012.  
**Action: SF/AC Ayes – SM, SF, AC, RG, GS Noes—0**
12. **RESOLUTION 2010-06 JPA BUDGET FY 2011-2011:** Resolution approving the El Dorado County Emergency Services (JPA) Fiscal Year ~~2010/2011~~ 2011/2012 budget.  
**Action: GS/SF Ayes – SM, SF, AC, RG, GS Noes—0**
13. **CAL FIRE COOPERATIVE AGREEMENT CONTRACT NUMBER 2CA00496:** CAL FIRE Acting Unit Chief Jody Gossner letter requesting board action concerning the 120-day notification of staff reduction.  
**Action: Adopt model 19/2 staff. Maintain as 16/2 as written while salary savings 4 positions. GS/AC Ayes – SM, SF, AC, RG, GS Noes - 0**
14. **FIRE DEPARTMENT 2010/2011 BUDGET AMENDMENT:** This item was presented at the Budget Workshop held on April 5, 2011 and forwarded to the both Budget and Administration committee and the Fire committee members for further discussion. It has been recommended that prior years fund balance revenue line item be increased to the fire budget in the amount of \$496,653 in order to balance out the remaining 2010/2011 FY budget.  
**Recommended Action:** Approve to increase the prior year fund balance revenue line item in the fire department budget if needed and not to exceed the amount of \$496,653 for the 2010/2011FY, with the understanding that a full budget amendment be presented to the full board at the May board meeting  
**Action: AC/RG Ayes – SM, SF, AC, RG, GS Noes—0**
15. **FIRE DEPARTMENT ORGANIZATION REGARDING THE BATTALION CHIEF:** The board took action on October 15<sup>th</sup>, 2008 to approve a District realignment in which the CalFire Battalion Chief would report directly to the Board through the Fire Committee subject to policy amendment approval. On November 19<sup>th</sup>, 2008 the board was provided possible policies for amendment review. The board's action was that the Fire Committee and the Battalion Chief review the policies and propose amendments to reflect the recommended realignment. The item has been tabled since 2009. With the recruitment of a new general manager the committee requested this item be brought forward for discussion.  
**Recommended Action:** Review and Discuss and Action  
**Action: Direction to GM – move to May meeting with the Chief and General Manager to meet and discuss item and present to the board. Action: AC/RG Ayes – SM, SF, AC, RG, GS Noes—0**

16. **GENERAL MANAGER RECRUITMENT:** Discussion to take place regarding the recruitment process for the position of General Manger.

*Action: Motion made for full time General Manager SF/SM Ayes – SM, SF, RG, GS Noes—AC*

*Action: Second motion to approve contract with HR consultant and amend dates and forward to General Manager AC/GS Ayes - SM, SF, AC, RG, GS Noes—0*

17. **COMMITTEE REPORTS:**

A. **CC&R** – Standing Committee:

Shiva Frentzen and Greg Stanton, representatives; Scott McNeil, alternate  
Agenda for meeting held April 13, 2011 - *No Report*

B. **PARKS AND RECREATION** – Standing Committee:

Scott McNeil and Shiva Frentzen, representatives; Greg Stanton, alternate  
Agenda for meeting held April 14, 2011 - *Standing Committee, not Adhoc #E to May. SF to correct minutes.*

C. **BUDGET AND ADMINISTRATION** – Standing Committee:

Scott McNeil and Alan Clarke, representatives;  
Agenda for meeting held April 7, 2011 – *AC gave quick update*

D. **FIRE AND EMERGENCY SERVICES** – Standing Committee:

Alan Clarke and Greg Stanton, representatives; Rich Green, alternate  
Agenda for meeting held April 13, 2011 – *No Report*

**MATTERS TO AND FROM DIRECTORS:** At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

*RG brought up the subject of the Skatepark. 5 year plan provided financial insurances/ %*

**CLOSED SESSION:** The Board will adjourn to Closed Session to discuss the following items:

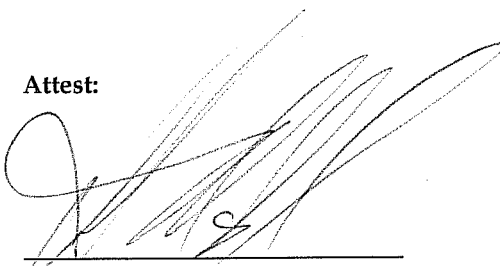
1. **PURSUANT TO GOVERNMENT CODE §54956.9:** Closed session under California Government Code §54956.9, Discussion regarding potential litigation.
2. **PURSUANT TO GOVERNMENT CODE §54957:** Discussion of confidential personnel matter.

*Reconvened from Closed Session – nothing to report.*

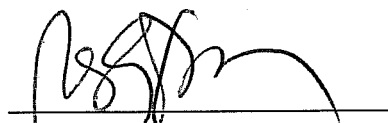
**ADJOURNMENT:** Time: No time recorded.... **Motion made to adjourn.** *Ayes – AC, RC, GS, SF, SM. Noes - 0*

Attest:

May 18, 2011



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President, Board of Directors



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Secretary to the Board