

**COSUMNES RIVER COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
April 16, 2022**

1. **Call to Order** Mr. Boucle called the meeting to order at 2:00 PM.

Roll Call	Present	Absent
Dave Boucle President	X	
Fred Hjerpe Secretary		X
Jeff Wagnon Park Officer	X	
John Kahling Roads and Safety Officer	X	
Jim Lusk General Manager		X

Note: One Director position is currently vacant

2. **Adoption of Agenda**

A motion to adopt the agenda was made by Mr. Kahling, seconded by Mr. Wagnon. The agenda as amended was approved unanimously.

3. **Statements from the Community other than Agenda Items**

A district resident brought the issue of park access for short-term renters. Mr. Boucle suggested that the matter be discussed with agenda item 7.3.

4. **Approval of Previous Meeting's Minutes**

Mr. Kahling moved to approve the Board meeting minutes of the February 12, 2022 regular Board meeting. The motion was seconded by Mr. Wagnon and the motion was passed unanimously. There was no Public Comment,

5. **Receipt/Discussion of District Mail**

5.1 SDRMA: Requested a copy of the Management Letter from the 2021 State required audit of the District. Mr. Boucle responded with the summary of the audit conducted by Vaughn Johnson, CPA. A renewal questionnaire was also requested. Mr. Boucle responded that the district has no new structures or improvements. Lastly, SDRMA indicated that our premium for liability and property will likely increase by approximately \$150/year.

6. Approval/Discussion of Expenditures

None

7. Unfinished Business

7.1 2021-22 District Roads, Culvert, and Maintenance Update: Mr. Kahling reported he had driven all District Roads. In general, District roads do not require significant attention with the exception of the culvert at 3163 Cutaway and Center Reach between Rancho Montes and Starburst. Mr. Kahling recommended that the District address the culvert issue immediately and delay the Center Reach issue until the next fiscal year as that portion of Center Reach experiences limited utilization. Mr. Kahling pointed out that with more funding next fiscal year the Center Reach project can be bundled with other, more extensive, road maintenance and repair possibly to include re-chipping some existing roads and revisiting completing chip-seal for all of Cutaway as it is an alternate exit route in case of emergency. The District previously (January 4, 2022) a bid of \$4280 from Vicini, Inc. to repair the culvert and now expects the cost to be in the \$4500-\$5000 range. A district resident pointed out that a small section on Cutaway requires chip-seal, but generally agreed with Mr. Kahling's recommendation. Mr. Boucle suggested that speed bumps need to be repainted. Mr. Boucle and Mr. Regan agreed to volunteer their time to repaint the speed bumps. A motion was made by Mr. Boucle to authorize the Park and Safety Officer to proceed with the culvert repair at 3163 Cutaway at a cost not to exceed \$5000. The motion was seconded by Mr. Wagon. PUBLIC COMMENT: A question was asked if the new culvert would be the same size as the existing culvert. Mr. Kahling believes the existing culvert to be 12" and expects the new to be 18". The motion passed unanimously.

7.2 2021-22 Community Park Update: Clean-up, Park Opening, Security, Toilets, Garbage, etc. Security: Park Officer, etc. 1) Clean-up: Mr. Wagon, reported that the same security provider used at the end of last season has agreed to provide services for the upcoming Park season. A new contract will be executed along with current liability/indemnification documentation; 2) Park Opening: The Park is scheduled to open Sat May

28. In the event of an early opening similar to last year, Mr. Wagnon and Mr. Ragen agreed to open, close, and monitor Park activity; 3) Toilet: Current portable toilet provider, Wilkinson, is raising its charges. The Park Committee is not pleased with the follow-up service. The Board authorized Mr. Wagnon to seek other portable toilet provider(s); 4) Clean-up: Mr. Wagnon suggested the District pay for the annual Park clean-up rather than asking for volunteer help. He knows of a provider that can likely complete the project in 2-3 hours @\$17/hour. A motion was made by Mr. Boucle to authorize the Park Officer to contract for Park clean-up services with a provider that will provide invoice and proof of insurance up to \$500. The motion was seconded by Mr. Kahling and passed unanimously; 5) Garbage: Park Committee member, Barry Hausan, once again has agreed to transport the Park garbage to the trash removal site.

7.3 By-Law Amendment; Second Reading: The matter was moved to the Board's June 11, 2022 meeting as the matter require a 4/5 vote of Board.

7.4 Park Fire Mitigation Program: District residents, Kirk Keller and Michael Ragan, along with Mr. Boucle worked to mitigate fire danger at the Park including oak tree management and buckeye removal.

7.5 Changing of District PO Box to a Local Mail Address: The topic was moved to the June 11, 2022 meeting.

7.6 Saefong Billing Status: Mr. Saefong has paid the District \$150 directly in lieu of seeking CRCSD inclusion with EDC/LAFCO.

8. **New Business**

8.1 Board Vacancy; Next District Election November 8, 2022: Mr. Boucle was informed by the EDC Elections Department that the next District election will be concurrent with the General Election on November 6, 2022. This is when all special districts schedule elections. Mr. Boucle also informed the elections department that there will be no District measures on the ballot and granted permission for elections department to consolidate payments for the election. He expects the District share of election cost to be \$300-400. There will be two Board directors for election:

1) The current Board Director vacancy; 2) The Board Director seat currently held by Mr. Kahling. Both terms expire December 2, 2022.

8.2 2022 Community Park Budget – History: Mr. Boucle provided a brief history of how Park expense and related District By-Laws have evolved. He also pointed out the Measure C requires the District to; 1) Expend all funds to benefit roads except administrative expenses; 2) Ensure gravel roads have priority over chip-seal roads. Mr. Kahling also pointed out that some years ago the District budget line item for Park expense grew substantially due to the need for security services. Currently the \$10,000 Park expense line item represents approximately 33% of District revenues. Non-security Park expense (toilet, garbage, etc.) are approximately \$1500/year with the balance of \$8500 for security services. The Board recognizes the necessity of \$10,000 allocated to Park expense, but also is concerned that there must be a limit to Park expense. In general, the Board feels that Park expense at the current level of 33% of total District revenues is appropriate.

Mr. Kahling made a motion to authorize the Park Officer or President to contract for security services at cost not to exceed \$8750 for 3 days/week. The motion was seconded by Mr. Wagnon. The Board is concerned that the actual cost may exceed the authorized amount and would like to see the contract prior to any budget amendment. Mr. Kahling amended his motion from ‘services at a cost not to exceed \$8750’ to ‘.....not to exceed \$9000’. PUBLIC COMMENT: A district resident suggested that the contract be written for a specified amount for a specified level of service rather an hourly payment for service. He also pointed out that offering annual Park passes @ \$150/pass can raise approximately \$1500. Another District resident expressed frustration with the lack of District resident involvement with Park maintenance. The amended motion was seconded by Mr. Wagnon and passed unanimously.

9. Reports/Final Comments:

None

10. Agenda Items for Next Meeting

By-law amendment, Election, PO Box, Roads

11. Adjourn Meeting

Mr. Wagnon moved to adjourn the meeting and Mr. Kahling seconded.

The meeting was adjourned at 3:00 PM. Next meeting is June 11, 2022.