

**COSUMNES COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING – 6:30 P.M.  
WEDNESDAY, JANUARY 18, 2012  
MINUTES**

**ATTENDANCE**

Directors present included Rod Brewer, Rich Lozano, Michelle Orrock, and Guy Rutter. Director Albiani was absent.

General Manager Jeff Ramos, Fire Chief Tracey Hansen, Deputy Fire Chief John Michelini, Parks and Recreation Administrator Bob Roessler, and CSD Legal Counsel Sigrid Asmundson were also present.

**A. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

1. President Rutter called the meeting to order at 6:31p.m.
2. Kim Matranga, Parks and Recreation, Recreation Specialist led the Pledge of Allegiance.
3. A moment of silence was observed.

**B. ANNOUNCEMENTS/PRESENTATIONS**

4. Strauss Festival Presentation to the Board

Jackie Lewis on behalf of Strauss Festival presented the Board with a plaque thanking the District for the support given to the 2011 Strauss Festival.

**C. GENERAL MANAGER/DEPARTMENT HEAD REPORTS**

5. Administrator of Parks and Recreation Bob Roessler, on behalf of General Manager Jeff Ramos, reported that in the Administrative Services Department the District's Audit and the Comprehensive Annual Financial Report was completed. The Facilities and Building and Maintenance section fixed the broken women's bathroom toilet at Zehnder park, completed back flow test at the Community Center, Fire Station 72 and Fire Station 74; at the Senior Center they sent the final reimbursement invoice to the City of Elk Grove for materials purchased for the CDBG projects and rebuilt the water valve and re-routed electricity to the garbage disposal and added sealer to the refrigerator system. Graphics created the interactive Winter Spring Activity Guide and the proclamation to honor the Citizen of the Year. In Technology there were 843,000 hits to the website, created a non themed pumpkin festival site, and added a safe baby information to the website.
6. Administrator of Parks and Recreation Bob Roessler reported that the How Are We Doing Customer Service Program received nine comments in December. In the Park construction area, the Elk Grove Rain Garden Plaza

project is about 60% complete. Derr Okamoto dedication is scheduled for May 19<sup>th</sup> and Van Doren dedication is scheduled for April 26<sup>th</sup>. In Park Maintenance the seasonal tree planting program is under way and we received free trees from the Sacramento Tree Foundation, we planted 100 trees in the first go around and will plant another 100 trees in the second go around. Leisure offered a couple of holiday themed classes. Therapeutic Recreation saw one hundred people participate in their dances. Teen Action Committee facilitated a free event called the Finals Count Down, where 65 teens came and had a quiet spot to study for their finals. Emerald Lakes Golf Course in conjunction with the Men's Club collected close to 200 toys for the community toy drive and the CSD Fire Department was on site to accept the toys. In Kid Central a young 11 year old participant, Alicia Enriquez Marquez, advanced to the NFL's Punt, Pass and Kick. She participated at half time competition at a 49er's game. Events coming up in Special Events include the series of Father Daughter Dances in February; Comedy Night, the Giant Pumpkin Growers Forum and the Girls Night Out event all in March.

7. Fire Chief Tracey Hansen reported that in the Administrative Division the Chief participated in the Cal Chiefs Administrative Section meeting. Deputy Chief Michelini and Chief Hansen attended a number of community holiday events. In Operations, the calls for service in the 2011 calendar year were 14,163, which are 687 calls over the previous year. Public Education experienced a very busy month with toy drive event. Fifteen car seat check-ups were performed. Santa and Sirens parade series greeted various neighborhoods around stations 71, 76 and 74. Engineer Paul Garrett gave Santa a ride to the Elks Lodge Christmas Party and the Rotary Club Christmas Breakfast. In Training, the focus was on Company Evolutions and Self Contained Breathing Apparatus. Special Operations participated in assisting the local water treatment plant on an Emergency Action Plan and proctored two drills to make sure the plan works. Also coordinated three regional rescue drills involving the River Rescue Units from Cosumnes, Sacramento City and Sacramento Metro Fire. Received two Battalion Rescue Caches as part of a Homeland Security Grant. The Fire Prevention Bureau is seeing things pick up and revenues are expected to exceed projections. The inspectors were busy with over 110 inspections during the month, one fire investigation and seven parking citations.

#### **D. COMMUNICATIONS FROM THE PUBLIC**

None.

#### **E. CONSENT CALENDAR**

8. Approve the December 7, 2011 Regular Board Meeting minutes.
9. Ratify the November 2011 bills and payroll for the CSD, and receive and file the Budget Status Reports for the month of November 2011.
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11. Approve Resolution No. 2012-03 Delegating Authority to File Disability Retirement applications and Retaining Authority to Make Final Determinations.
12. Authorize the Destruction of Parks and Recreation Records.
13. Approve Resolution No. 2012-05 Rejecting in Whole the Claim Filed by Bill and Lori Olin.

Director Orrock moved to approve consent items 8-13, seconded by Director Lozano; vote was unanimous.

## **F. PUBLIC HEARINGS**

14. Resolution No. 2012-01 Revising the Recreation Fee Schedule.

Administrative Analyst Carolyn Baptista reviewed the staff report.

President Rutter opened the public hearing at 6:54 p.m.

There were no comments.

President Rutter closed the public hearing at 6:55 p.m.

Director Brewer moved to approve Resolution No. 2012-01 – Revising the Recreation Fee Schedule, seconded by Director Orrock; vote was unanimous.

## **G. STAFF REPORTS**

15. Nomination of Board Member to Membership on the Special District Advisory Committee.

General Manager Jeff Ramos reviewed the staff report.

Director Lozano expressed interest in being nominated for the committee.

Director Orrock moved to approve recommendation to nominate Director Lozano to membership on the Special District Advisory Committee, seconded by Director Brewer; vote was unanimous.

16. Approve Resolution No. 2012-04 Approving a Fee Deferral Agreement for the Deferral of Certain Fire Development Impact Fees.

Management Analyst John Ebner reviewed the staff report.

After brief discussion and clarification on the terms of payment, Director Brewer moved to approve Resolution No. 2012-04, Approve a Fee Deferral Agreement for the Deferral of Certain Fire Development Impact Fees, seconded by Director Lozano; vote was unanimous.

17. Approve Resolution No. 2012-02 Authorizing the Award of a Sole Source Contract for the Purchase and Installation of Irrigation System Equipment.

Parks Superintendent Dave Womack reviewed the staff report.

Director Lozano moved to Approve Resolution No. 2012-02, Authorizing the Award of a Sole Source Contract for the Purchase and Installation of Irrigation System Equipment, seconded by Director Brewer; vote was unanimous.

#### H. INFORMATIONAL ITEMS

18. Thank you to Fire Department for continuing to CERT program.
19. Thank you to Parks and Recreation for the Letters to Santa program.
20. Parks and Recreation Department Programs and Events – January/February 2012

#### I. BOARD OF DIRECTORS BUSINESS

21. Meeting/Event Approval.
22. Meeting/Event Report.
23. Officially Establish the Elk Grove Unified School District Two by Two Committee where Directors Orrock and Lozano will serve as the liaisons for 2012.

#### J. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

None.

#### K. ADJOURNMENT –

With no further business, the meeting was adjourned at 7:10 p.m.

Approved: \_\_\_\_\_

Board President

Attest: \_\_\_\_\_

Secretary to the Board