

MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS
January 24, 2007
6:00 p.m.

A. Call to Order & Roll Call

A meeting of the Santa Rosa Community Services District was held at the Santa Rosa CSD Office commencing at 6:00 p.m. on January 24, 2007. Present at the meeting were the following Directors:

Director Bianchi
Director Boyer
Director Kelly
Director Rubin
Director Thomas

General Manager Holmes, Assistant Secretary Gipson, and General Counsel Jackson were also present.

President Rubin led the flag salute.

B. Sheriff

Deputy Ridley gave the Sheriff's Report for December 2006 and updated the Board on January activities. The written report is on file with the District Office. He introduced Lt. Leonard Hollingsworth, and Deputy Folia discussed recent traffic control efforts.

C. Public Expression

Property Owner Bill Fassel reported that some of his possessions taken in the burglary of his home last Feb, were recovered in the Glenoaks area. He suggested that we advise District residents to contact the Sheriff's Department if they have unrecovered stolen goods.

D. Information Only

The Financial Reports and the Statements of Reimbursement and Investment Policy were received by the Board.

E. Consent Calendar

Motion was made by Rubin, seconded by Thomas, to approve the Consent Calendar.

The motion carried unanimously.

F. Discussion of Legal Matters

None.

Director Thomas asked that Counsel review the possibility of changing the District's name.

G. District Office Lease

General Counsel Jackson presented the proposed lease for the District Office. The current lease expires the end of this month, and the new lease is for a three-year term, with two one-year extensions. The first year of the lease is an increase of approximately 9% over the current rate, with a provision for an additional like increase in each of the next two years. The lease agreement does include the sublet clause that the Board requested.

General Manager Holmes asked that the Board allow him to pay the January rent at the increased amount, but to continue to negotiate the terms of the lease and to present it for approval at the February Board Meeting.

Motion was made by Rubin, seconded by Thomas, to approve the payment of February 2007 rent in the amount of \$3700.00, and to defer execution of the District Office Lease with Bouris, Bouris and Carey until the February Board Meeting.

The motion carried unanimously.

H. Approval of Plans and Specs: FEMA Primary Zone Small Projects

General Manager Holmes presented the Plans and Specifications for the proposed Primary Zone Small Projects contract. The Engineer's Estimate is \$130,000,

and the project will be funded with Primary Zone funds with reimbursement anticipated from FEMA and OES.

Motion was made by Thomas, seconded by Boyer, to adopt Resolution No. 07-01:

Approving the Plans and Specifications for the FEMA/OES Project #RIVSR-8/9/10: Primary Zone Small Projects

The motion carried unanimously.

I. Award of Project: FEMA Primary Zone Small Projects

General Manager Holmes reported that there were eight authorized bidders for this project, and four bids were received. The low bidder was Peters Paving and Grading, Inc. in the amount of \$121,924.

Motion was made by Rubin, seconded by Thomas to adopt Resolution No. 07-02:

Awarding a Contract for the FEMA/OES Project #RIVSR-8/9/10: Primary Zone Small Projects

The motion carried unanimously.

J. Approval of Plans and Specs: FEMA Zones I-IV Small Projects

General Manager Holmes presented the Plans and Specifications for the FEMA proposed small projects in Zones I-IV. The Engineer's Estimate is \$165,100, and the project will be funded with monies from Zones I-IV, with reimbursement anticipated from FEMA and OES.

Motion was made by Rubin, seconded by Boyer, to adopt Resolution No. 07-03:

Approving the Plans and Specifications for the FEMA/OES Project #RIVSR-11 thru 16: Zones I-IV Small Projects

The motion carried unanimously.

K. Award of Project: FEMA Zones I-IV Small Projects

General Manager Holmes reported that there were eight authorized bidders for this project, and three bids were received. The low bidder was Peters Paving and Grading, Inc. in the amount of \$170,463.

Motion was made by Kelly, seconded by Thomas to adopt Resolution No. 07-04:

Awarding a Contract for the FEMA/OES Project #RIVSR-11 thru 16:
Zones I-IV Small Projects

The motion carried unanimously.

L. Approval of Salary Study Expense

General Manager Holmes reported that he had contacted CSDA and ordered a copy of their 2006 study, but that it was less suitable than he had hoped. He has also called several human resource companies but does not yet have information from them regarding the costs of a study. The one company who has responded stated that they were too busy to do the study, but that it would run in the \$10,000 range.

Discussion followed and General Manager Holmes was directed to contact local resources, including public agencies, private businesses, and employment agencies, to elicit salary and benefit information. He was also directed to write a letter to CSDA expressing the District's disappointment in their study.

This matter will be readdressed at the February Board Meeting.

M. Finance Committee Report

Director Bianchi reported that at their recent meeting the Finance Committee continued to discuss current benefit costs, and the commissioning of a salary and benefit study.

N. Engineering Committee Report

Director Rubin reported that at their recent meeting, the Engineering Committee discussed the status of the current projects, and the remedial work being performed on Sandia Creek.

O. Ad-Hoc Office Relocation Committee Report

Director Thomas reported that another possible office site has been located near the golf course. The Board asked that the Committee contact various consultants and obtain the price for a general rendering of several elevations of a building that will suit our needs. The Committee will report their findings at the February Board Meeting.

P. General Manager's Report

General Manager Holmes reported on the status of District projects. He also stated that he plans to scale back on the budgeted pothole repair, and transfer those funds into his crack and slurry seal projects. He discussed the Majestic Group drainage design, work being done on trash contract options, and the new community bulletin board placed in Zone I.

Q. Adjournment

There being no further business, President Rubin adjourned the meeting at 7:50 p.m.

Rob Holmes
General Manager, Board of Directors

Steve Rubin
President, Board of Directors