

**MINUTES  
REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
February 28, 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 February 28, 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.

General Manager Holmes asked that Item "M" be removed from the agenda.

**B. Sheriff**

Deputy Ridley gave the Sheriff's Report for January 2007 and updated the Board on February activities. The written report is on file with the District Office. He discussed recent burglaries on Sandia Creek Drive and Carancho Road, as well as mail thefts that have been committed with a master key.

**C. Waste Management**

General Manager Holmes reported that he has a meeting with Waste Management on March 13th, so this item was deferred.

**D. Public Expression**

Property Owner Gary Woodworth discussed concerns about the Via Vaquero project between Carancho Road and El Prado, and drainage issues on Serreno Road, He reported that Waste Management is no longer picking up extra trash bags. He asked that when the Board negotiate the next refuse contract, they specify billing within a timely manner, not three months in advance of service. Mr. Woodworth also suggested that the way assessments are levied be reviewed to determine a more equitable method than by acreage.

**E. Information Only**

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

Assistant Secretary Gipson drew the Board's attention to the letter included from LAFCO regarding their upcoming meeting and election. It was the consensus of the Board that Director Kelly and General Manager Holmes attend the meeting. A resolution authorizing Director Kelly to vote will be presented at the March Board Meeting.

**F. Consent Calendar**

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

The motion carried unanimously.

**G. Discussion of Legal Matters**

General Counsel Jackson discussed a recent California Supreme Court decision regarding Brown Act Enforcement.

Director Thomas inquired if Counsel had yet determined if our District name could be changed. It is a possibility, and the matter will be placed on the March agenda.

**H. Budget Workshops**

Assistant Secretary Gipson presented proposed dates for the Budget workshops and hearing, and by consensus the Board approved the following dates:

Friday May 11, 2007:	Workshop at 6pm
Wednesday May 23, 2007:	Review at Regular Board Meeting
Wednesday June 27, 2007:	Adoption of Budget and Written Report at Regular Board Meeting

**I. Resolution Setting Hearing on the Budget**

The Board was presented with a resolution setting the hearing on the 2007-2008 Budget for June 27, 2007 at 6:00 p.m. at the District Office.

Motion was made by Rubin, seconded by Thomas to adopt Resolution No. 07-05:

Setting a Hearing upon and Directing the Publication of a Notice of Hearing upon the Budget of the District for the Fiscal Year 2007-2008

The motion carried unanimously.

**J. Resolution Setting Hearing on the Written Report**

The Board was presented with a resolution setting the hearing on the 2007-2008 Written Report for June 27, 2007 at 6:00 p.m. at the District Office.

Motion was made by Rubin, seconded by Thomas to adopt Resolution No. 07-06:

Setting a Hearing and Directing the Publication of a Notice of Hearing upon the Written Report of the Board of Directors Concerning Services to be Performed and the Passage of an Ordinance Prescribing Charges for these Services during the Fiscal Year 2007-2008

The motion carried unanimously.

**K. Association CC&R's**

Director Thomas suggested that the District keep a copy of each Associations' CC&R's on file for handout to the public. Discussion followed and it was the consensus that the District should not become involved with the Associations' document retention or distribution.

**L. District Office Lease**

General Manager Holmes reported that he contacted the landlords in an attempt to negotiate a better lease. After discussion and examination of comparable rents, General Manager Holmes recommended that the Board approve the lease as it was presented.

Motion was made by Rubin, seconded by Boyer, to approve the new lease dated January 10, 2007, for a term of three years with two one-year extensions.

The motion carried unanimously.

**M. Approval of Stop Sign at Via Santa Rosa and Via Gorrion**

*This matter was previously removed from the Agenda.*

**N. Acceptance of Project: Zone V FEMA Small Projects**

General Manager Holmes reported that this was a Zone V FEMA project performed by S&S Grading and Paving, Inc. for a cost of \$319,375.00. He recommended that the Board approve the Final Inspection Notice and accept the project as complete in accordance with District Standards and Specifications.

Motion was made by Bianchi, seconded by Boyer, to accept the FEMA/OES Projects #RIVSR-18/19/20: Zone V Small Projects contract as complete.

The motion carried unanimously.

**O. 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. The Finance Committee recommended that an Ad-Hoc Personnel Committee be appointed at this time to perform the tasks associated with the upcoming employee MOU negotiation.

**P. Appointment of an Ad-Hoc Personnel Committee**

President Rubin discussed the charge of the Personnel Committee. Discussion followed regarding the various tasks of the committee and the Directors who desired to serve.

Motion was made by Thomas, seconded by Kelly, to appoint Directors Rubin and Thomas to the Ad-Hoc Personnel Committee charged with researching and negotiating a Memorandum of Understanding with District Employees to begin July 1, 2007.

The motion carried by the following roll-call vote: Bianchi, aye; Boyer, noe; Kelly, aye; Rubin, aye; Thomas, aye.

**Q. Engineering Committee Report**

Director Rubin reported that at their recent meeting, the Engineering Committee discussed the status of the current projects, and the placement of overhead poles by SCE on Sandia Creek.

**R. Ad-Hoc Office Relocation Committee Report**

Director Thomas discussed various sites that are being considered by the Committee.

**S. Approval of Commissioning of Architectural Drawing**

Director Thomas reported his findings on costs for architectural drawings of the proposed building and site. Comments were heard from property owners Al Rattan, Sarah Smith, John Rogers and Pat Foley. Discussion followed by the Directors and it was the consensus of the Board that the Committee ascertain cost estimates and a specific direction before pursuing this issue further.

**T. General Manager's Report**

General Manager Holmes reported on the status of District projects. He also discussed the remedial work that will be done on Sandia Creek as soon as the weather allows, and stated that the plans for Via Santa Rosa and Via Tornado should be presented for approval at the April Board Meeting.

**U. Adjournment**

There being no further business, President Rubin adjourned the meeting at 7:52 p.m.

---

Rob Holmes  
General Manager, Board of Directors

---

Steve Rubin  
President, Board of Directors