

# FALLEN LEAF LAKE COMMUNITY SERVICES DISTRICT

## DRAFT MINUTES NOT BOARD APPROVED

Saturday, July 1, 2023

In-Person and Teleconference

10:00 AM

President Cathcart called the meeting to order at 10:01 am

### ROLL CALL

President Cathcart, Vice President Hart, Director Malley and Director Kramer in-person. Director G. Calof via tele/video conference.

### PLEDGE OF ALLEGIANCE

Chief Gerren led us in the pledge of allegiance.

President Cathcart announced that there will be a Memorial Service for Karl Stauffer on July 9<sup>th</sup> at the Chapel at 12 noon and a reception following at the Community Building.

**Public Comments:** An Opportunity for Public Comments Regarding Items **Not on** the Agenda. *(Note: Comments Will Be Limited to Two Minutes. Board Members Will Not Respond or Engage in Discussion with Those Making Comments.)*

None

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None

### ADMINISTRATIVE MATTERS

#### A. Approval of Agenda

President Cathcart requested motion for the approval of the agenda. A motion was made by Director Hart to approve the agenda. Motion seconded by Director Malley. The motion was passed unanimously.

#### B. Approve Minutes of Regular Meeting May 27, 2023

President Cathcart requested approval of regular meeting minutes for the May 27, 2023. After a discussion, Director Malley motioned to approve minutes May 27, 2023, and seconded by Director Kramer with the following change:

Page 3 of 6 Under F Concessionaire Report 13<sup>th</sup> sentence: General Liability Insurance is currently bound, **beings** there are people on the property, should read, General Liability Insurance is currently bound **as** there are people on the property. The motion was passed unanimously.

**C. Approve Financial Reports F/Y 2022-23 through June 26, 2023**

President Cathcart requested approval of the financials report for fiscal year 2022-23 through June 26, 2023. After a full discussion was held regarding the Balance Sheet and negative balances and the Budget vs Actual current balances as they relate to the budgetary line items of the Administration, Parks and Recreation and the Fire Department, a motion was made by Director Malley to approve the Administration, Parks and Recreation and the Fire Department for F/Y 2022-23 through June 26, 2023. The motion was seconded by Director Calof and passed unanimously.

**D. General Manager's / Fire Chief's Report**

Chief Gerren reviewed with the Board his report that was included in the board packet. Fuel cost for FB 9 that was used on the USFS pile burns will be re-imbursed from the USFS to go back into the marina gas pump. Chief Gerren also reported that the annual BBQ will be held today, and the cardboard races start around 1:30 pm and food will be served around 3:00 pm. Everyone is invited to bring their favorite dish to the table and Steve Malley will be our Boat Judge. Our Annual 4<sup>th</sup> of July Boat Parade will be held from 4:00 pm and boats should start lining up around 3:30 pm. The Annual Wine Tasting will be on July 29<sup>th</sup> starting around 5:30 at the Fire Station. The 100 -120 new poles being installed through Liberty may be another year prior to starting. Liberty is still planning and setting up for installation of these poles.

Director Malley asked about the Paramedic status. Chief reported there is one shift that is not ALS (Advance Life Support) but is staffed with BLS (Basic Life Support). It is very difficult to find a Firefight/Paramedic or a Paramedic to fill this shift. Director Kramer asked about how we are getting the word out for the open paramedic position. Chief Gerren reported that flyers are out to all the paramedic academies and through our Chief's network in case someone is looking for a part time seasonal position and/or getting ready to retire and would like a seasonal job.

Director Hart asked if we could put the Defensible Space Program on the website regarding their slash. Chief Gerren reported that residents can put their slash out by the end of their driveway and let us know and the defensible space crew will come by and pick the slash up.

Director Hart asked about our two fire boats that are on the water. Chief Gerren reported that FB 9 is the primary summer fire boat and FB 91 is the smaller summer patrol boat. Both boats are moored at the marina for the summer. FB 91 is moored over at Stanford Camp in the winter and used for winter emergencies.

Director Kramer reported that the link on our website for "Subscribe to Our Newsletter" is not working. Chief Gerren reported that we will check into it with our web designer. Director Kramer asked about showcasing our new fire equipment through an open house event. Chief Gerren reported that it will be done at the scheduled Wine Tasting Event.

**E. President's Report**

President Cathcart reported that the new docks are in and look good. Also, he wanted to thank the committee and Chief Gerren for a smooth transition from CLM to BBH.

## **F. Concessionaire Report**

Luke Johnston reported that the community support has been great. The community has been understanding and given them some leeway while they continue moving forward in supplying what the community wants. Without the community they would not need us. If there is anything missing in the store and items they would like to see or would like in the store, along with suggestions and comments, I am always available. There is also a comment box in the store by the freezer if you would prefer to drop a comment or again just let me know, because if the item is not there, it will be there by next week, if we can get it. Luke went on to report that we now have 2 pontoon boats ready, and they go out quite frequently. One is a 20' and the other a 22' and rated for 10 people. We have 2 fishing boats, one 14' and the other is a 17' and they are both rated for four people. These two boats have been reserved to go out today. Looking at purchasing 2 more pontoon boats by the end of the season and an additional chase boat so we can have all 6 boats out at one time and still have safety to go out if needed. All kayaks have been rented out quite frequently and we are getting to a point where we are needing more kayaks and planning to purchase more (single and double) kayaks. Finding out the triples are not as popular and not investing in these currently. We have branded Fallen Leaf Lake and Fallen Leaf merchandise coming in every single day and getting it on the shelves as quickly as we can. The kitchen is being run 7 days a week starting today. The store hours are 8:00 am to 6:00 pm 7 days a week, with the kitchen operating 8:00 am to 4:00 pm. If I can get additional staff, I would like to operate the kitchen and store from 8:00 am to 6:00 pm 7 days a week. We received our, on and off-site sale license for beer and wine last Wednesday and are looking at setting up some community events later in the season for beer tasting from the local brewery's. There are ABC rules on how the sale of alcohol is to be handled on and off-site, along with classes for the employees to sale from inside the store and correct identification prior to the sale of alcohol to any person. The new docks are amazing and nice. The marina is about 95% renewed and still have a few stragglers for a season slip. If the slips are not renewed, they will become available within the next few weeks. Fuel is being delivered, at this point once a week and possibly upping it to twice a week later in the season as the marina progresses into its high season. My goal is to keep fuel at a reasonable rate and currently is at \$7.60 a gallon right now, which is almost my cost for fuel.

I have some amazing local kids in the store that are fantastic and have some returning staff from last year. I still have positions available to get the word out and let them know to come see me. This element of the job is the hardest, so please help me get the word out. The newspapers are delivered daily, except for Saturday and if you would like to set up a hold for a paper, please come talk to me. House accounts are very popular and if you would like a house and paper account it can be done and is a nice little bundle.

Director Kramer asked what age is required to work at the store. Luke reported 16, if they are not working the docks, the slicer or selling alcohol, we can find a spot for them.

Director Malley asked if the extra slips that were added to the new docks are rented, and Luke responded yes. We had 8 additional slips and there was a waiting list in the beginning of the season and have now been rented. A brief discussion was held regarding the breakwater and Luke stated that at this time we need to accept it the way it is because there are weight blocks in the water and other issues that would need to be addressed for any remodel or replacement of the breakwater at this time.

The board stated they are happy he is here, and Luke stated the same. Director Hart asked about harassment from customers and if the employees are set up for training and how to handle them. Luke reported yes. Director Hart asked about the blue bags for recycling material for homeowners. Luke reported that he has blue bags available to homeowners and Chief Gerren is getting more. Chief Gerren reported that the South Tahoe Refuse blue bag program is being discontinued and the two boxes we are getting will be the last of the blue bags. South Tahoe Refuse sorts through all garbage so the blue bags are not as necessary as they were in previous years.

#### **G. Voting Rights Committee Report**

President Cathcart reported the Voting Rights Committee is temporarily dormant at this time. Andy Anderson is monitoring this and will let us know if anything changes.

#### **H. Boating Safety Report**

President Cathcart reported no Board Member is assigned to this item. After discussion the Board decided to wait to assign this position until later. Director Hart asked about the forms needed for each boater. Chief Gerren reported there is the skiing map, and maybe 2 different forms that are signed (1 may be for a rental) and Donnie who is here almost every day is making sure all boating safety requirements are being followed and that forms are signed, and pamphlet handed out.

#### **I. JPA Report**

President Cathcart reported that the JPA is a Joint Powers Association and there are 3 members, and we have 1 of the 5 seats on it. There is no financial obligation on our part, but it does give us access to a joint powers' operation. It essentially organizes the calls for medical services: ambulance, paramedics, and medical supplies.

#### **J. FLL Basin Coalition Report**

Director Hart reported that the Coalition is about to be renamed to the Fallen Leaf Basin Conservation, as proposed to a Protection Coalition. This group is about conserving what we have and is a more pro-active in a positive way than protection. Director Hart went on to report that this area is special and as he talked about this at the May 27, 2023, meeting, he felt it necessary to be repeated. At the joint meeting they had with the US Forest Service, El Dorado County and TRPA, they were talking about how to approach development, whether it be trails, bike trails or any development in the basin. It was suggested that we first develop a set of principles based on what makes the Fallen Leaf Basin a special place and why do people want to come here and utilize the falls, unique nature, vegetation, wildlife and people who live here as guiding principles. So, when any development was opposed, it could be measured against these guiding principles. Director Hart went on to report the outlook of the US Forest Service's opinion is development, to meet the demand of the public. It is up to the public to get involved to conserve this area and to help keep it a special place. The FLL Basin Coalition had Chief Gerren post on the website, a draft Tahoe Regional Agency trail strategy report that pertains to what is going on in the Fallen Leaf Basin. As everyone knows, we were pro-active but a little late regarding the Lily Lake/Angora Trail. It has been constructed, approved, and is being utilized by the public. It is important that we all stay vigilant regarding trail development and what makes Fallen Leaf Lake a special place. Director Hart wanted to thank Ruth Rich for her participation

and leading role in the FLL Basin Coalition. A brief discussion was held regarding the TRPA trail strategy report, Lily Lake Trails, and TAMBA. Director Hart reported that in the meeting that was held with the different agencies, the US Forest Service did state that the loop trail from Lily Lake to the road is off the table for development and are no current plans to do so.

## **OLD BUSINESS**

### **A. Review List of Residents that Expressed Interest in the CAAC and to Appoint a Committee for the Community Area Advisory Committee (CAAC)**

President Cathcart reported that per counsel it is not required to maintain this committee. It was designed to help during the acquisition period of the transfer of property. President Cathcart directed the public to address what can they currently do as a committee that is not being addressed within the CSD limits.

Woodson Martin took to the podium as speaker for the public. He thanked the other 9 individuals for their participation and help in putting together the Proposal for the Establishment and Charter of a Community Advisory Committee (CAC) of the Fallen Leaf Lake Community Services District (CSD). Woodson went on to report how this is not a CAAC (Community Area Advisory Committee), but a new establishment of a Charter for a CAC (Community Advisory Committee). This committee would have a membership, leadership, and would hold meetings subject to Brown Act requirements. Woodson read from the proposal 3 areas of focus as it related to community concerns. 1) Community and Communications; 2) Concession; and 3) Congestion. The public made comments and expressed their support for the proposal. A full and thorough discussion was held regarding how the original CAAC was developed and its purpose, the CSD responsibilities as a governmental agency, a reason for or for not having a standing committee such as the CAC, the passion of the 9 individuals who were interested in helping and advising the CSD regarding the 3 items of focus from the proposal, ways the community to express their concerns to Board of Directors, Fire Chief/General Manager and concessionaire. Director Kramer spoke in favor of the CAC and how there are complaints from the public regarding the Parks and Recreation portion of the CSD and how the community is no longer gathering together, along with more community events, such as: movie nights, meeting space, dances, community dinners and how can the public building be most utilized, such as the old post office and upstairs to benefit the community. The community has a thirst to get involved and the CSD is not meeting that need. The Fire/Chief, concessionaire and the board do not set enough time to meet the needs of the community by addressing their questions with a full engagement of time set aside to do so. The list of volunteers could and would have the time to engage with the community to get their questions answered and/or meet the needs of the community that are currently not being met by the CSD. This committee could meet and add to the Parks and Recreation items and engage with the community in how to better provide help with the issues in the budgetary lines of the Parks and Recreations. If the board does not look at this committee as a need for the community to reach out and express their needs, then the board needs to find another way to meet the needs of the community. Director Malley addressed that all meetings are open to the public and look at the number that show up to CSD meetings. There is a community here and people are not necessarily

here but for 2 months out of the year. They come and go. Some are here for a week, some for 2 weeks and some longer. Let's say what the community wants, like in the old days the dances, picnics and so forth, currently some of these events do go on (Annual BBQ, Wine Tasting, etc.), but are not as highly attended because now people have their own thing to do. It is not that we (CSD) have fallen down in our community, it is just difficult to communicate to the whole community because of the schedules that people have now in the community. If there are issues that the community feels needs to be addressed, we do hear about it and we make the efforts to meet those needs when confronted with them. Anybody can come talk to us about any of their concerns. We work with the community very closely thanks to our Fire Chief/General Manager and the other people that work around here. We are very lucky to have a concessionaire and was a difficult task as everyone knows. Not a lot of the community come to the meetings, and it might be because we have had no explosive issues, but when we do everyone shows up. The Board does what it has to do when issues are brought to the forefront. A discussion was held regarding Brown Act requirements and how difficult it would be for them as a committee to follow; it was a different time when the Cravens owned the land and brought the community together through various functions that were community and family orientated; and traffic congestions along the county road (Fallen Leaf Road) and how the CSD has no jurisdiction to control the congestion, but we as a CSD do our best to specify no parking on the side of the road with signs and roping off. Director Hart did report that on the front page of the CSD website "Subscription for Membership" to get notices, etc. does work. It is the side link Subscription for Membership that does not work. Anyone can self-select to get CSD notices and information by subscribing to the website. Director Hart went on to report the movie nights that the Cravens put on are gone and that the CSD is not a social organization, the CSD is a governing organization. You have a good start to what you would like to achieve, and you can do it without being a formalized CSD committee. As volunteers in the community, you can organize fundraisers, and other activities that you feel would meet the community's needs. As far as congestion, you can maybe work with the Coalition. Director Hart urged the 9 individuals to keep their group going. Woodson thanked the Board for their expertise information regarding the CSD and will continue to work with the 9 individuals. Director Hart reported that our website is fairly new and stated that Director Kramer does have experience in websites and if Director Kramer is interested in setting up a new website that he feels would meet the needs of the District to take on the task creating and utilizing his available resources, along with reaching out to the community administratively to develop a framework or outline to what the website's outline budget would cost, a time line, where funds would come from and where the sources would come from. Director Kramer could then go over the website's outline with the Fire Chief/General Manager and then come back to the Board with a scope, budget, schedule, and framework of what it would be. Then demonstrate why it would be better than what we have now. Director Kramer reported that he would be interested in doing it with a group of volunteers who would engage with the community and that is what the CAC proposal literally is. Director Kramer reported he does not have the bandwidth to engage in another duty organization and that is why we need this committee because the CSD needs more resources to train new CSD board members to engage and invest their time not from a small group, but to involve the whole community. The CSD needs to engage with the community to see exactly what the community wants from this website.

This could be an open and transparent process to figure out what we need. Then we would be a community agency and meet the needs of the community first, rather than build something by one person and hope everybody will like it. President Cathcart asked Director Kramer that if he had specific things that he would like the CSD itself to do, work with Woodson or anybody else and take Woodson's Proposal or his own comments and excellent communication ideas, that would help improve communications that he could present at the next meeting. A motion was made by Director Kramer to approve the Proposal that is submitted by the volunteers, subject to the edits suggested by Director Hart. Director G. Calof had some comments, but stated he is not seconding the motion. President Cathcart reported there being no second motion, the motion failed. Director G. Calof wanted to commend Woodson and the others for the proposal and that we all want the community needs met and we need to know what the needs are from the community. Plus, the individuals who want to get involved need to know how they can get involved to learn more about the CSD. A further discussion was held regarding website communications, how there will be 3 seats being up for re-election in 2 years where this could be a good way to get involved in the community. No further action was taken.

**B. TRPA Letter – Echo Lakes and Fallen Leaf Lake Inspection Protocols**

President Cathcart reported that there have been no comments from the public/community regarding this letter. Subject matter tabled till the next board meeting being held September 2, 2023.

**C. 2023-24 Budgets for Administration, Parks and Recreation and Fire Department**

President Cathcart reported last item to be discussed is the 2023-24 Budgets for Administration, Parks and Recreation and Fire Department. Chief Gerren presented the final 2023-24 Budgets for Administration, Parks and Recreation and Fire Department. He went over items that had changed since the preliminary budgets were approved at the last board meeting in May 27, 2023. A motion was made by Director Malley to approve 2023-24 Budgets for Administration, Parks and Recreation and Fire Department. Motion was seconded by Director Hart. A full and thorough discussion was held on each department's budget (Administration, Parks and Recreation and Fire Department) and President Cathcart reported that if necessary, during the fiscal year if the budgets needed to be amended, they could be. After a thorough discussion the motion was passed by 4 in favor 1 not in favor.

**NEW BUSINESS**

None

With no other business, President Cathcart adjourned the meeting at 12:28 PM.