

**Cameron Estates Community Services District**  
**Minutes-Regular Meeting**  
**Thursday, May 15, 2014, 7:00 p.m.**  
**Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park**  
**Education Building Conference Room Upstairs**

1. **Call to Order/Roll Call**

President Eva Robertson, Vice President Doris Miller, Director Ken Moonitz, Director James Sholl, Director David Proft.

**President Robertson called the meeting to order at 7:00 p.m. President Robertson, Vice President Miller, Director Moonitz, Director Proft, Director Sholl were present. President Robertson was presiding officer and General Manager/Secretary, Angela Johnson took minutes.**

2. **Approval of Agenda**

Board Discussion/Public Comment/Board Action

**Director Proft motioned to approve the agenda as written. Director Miller seconded. All voted aye.**

3. **Consent Calendar** (all items on the Consent Calendar are to be approved by one motion unless a Board Member, staff, or member of the public requests separate action on a specific item).

a. **Approval of Minutes:** Regular Meeting March 20, 2014, Special Meeting April 14, 2014

*Attachments: Minutes-March 20, 2014, April 14, 2014*

b. **Financial Reports:** accepted as presented from County March 31, 2014

*Attachments: Revenue and Expenditure Report; General Ledger, March 31, 2014*

c. **Approval of Bills:** March 26, April 7, April 14, April 30, May 15, 2014

*Attachments: Bill Vouchers: March 26, April 7, April 14, April 30, May 15, 2014*

d. **LAFCO Final Budget for Fiscal Year 2014-2015**

*Attachments: Memo, LAFCO 2014-2015 Final Budget*

e. **Yearly Fixed Roll/Lien DVD from Parcel Quest**

*Attachments: Order Form*

f. **State Fund dividend payment received for \$27.40**

*Attachments: cover letter and copy of check from State Fund April 2, 2014*

Board Discussion/Board Action

**Director Proft motioned to approve the Consent Calendar. Director Miller seconded. All voted aye.**

4. **Rancho Olivo Vineyards Request for a Revision to 2008 Special Use Permit**

The District received a letter dated April 21, 2014 from Community Development Agency that Rancho Olivo Vineyards has requested a revision to existing Special Use Permit to add 18 events a year maximum 250 people at any one time Friday to Sunday 11am to 9pm and wine tasting events by invitation only Wednesday to Sunday 11am to 5pm.

*Attachments: April 21, 2014 letter from CDA Development Service, District letter to CDA Planning*

Board Discussion/Public Comment/Board Action

**General Manager gave a report on the letter from CDA regarding the Rancho Olivo Vineyards SUP Revision request. She read a letter drafted by legal counsel showing the District's concerns for traffic and safety impacts on the roads, informing them that this needs to be submitted to the County before May 21. Several members of the public gave opinions against the project. One member of the public spoke in favor of having the winery in the District. The General Manager told the Board that she had a potential conflict of interest because her husband works for Rancho Olivo Vineyards.**

**Director Proft motioned the District send the letter to County Community Development Agency as written with an insertion of "Department of Transportation in signage or construction" after County in the last sentence of paragraph 1. Director Miller seconded. All voted aye.**

5. **Chamber of Commerce/Foster Awareness Network (FAN) 5K Run**  
Linda Hopkins of Shingle Springs Cameron Park Chamber of Commerce and Jeanne Hall of FAN will discuss with Board the possibility of a 5K Sanctioned Run in Cameron Estates.  
*Attachments: Bring Your Face to the Race Power Point*  
Board Discussion/ Public Comment/ Board Action  
**General Manager read a letter from Jeanne Hall of FAN stating that she would not be attending this meeting because their agency found a more suitable venue for the race.**  
**No action taken.**
  
6. **Resolution 2014-03: Declaring an Election, Consolidation with other Districts, Requesting Election Services, Nomination of Candidates:** The Board will adopt Resolution 2014-03 for election in November  
*Attachment: Resolution 2014-03 declaring an election to be held in its jurisdiction consolidation with other districts requesting election services*  
Board Discussion/Public Comment/Board Action  
**Director Miller motioned to adopt Resolution 2014-03. Director Moonitz seconded. All voted aye.**
  
7. **Public Hearing: CECSO 2014-2015 Proposed Draft Budget Resolution 2014-04**  
The Board is holding a public hearing to present the CECSO Proposed Draft Budget for 2014-2015.  
*Attachments: Resolution 2014-04, 2014-2015 Budget, 2013-2014 Budget Comparisons & Actuals*  
Board Discussion/Public Comment/Board Action  
**Director Miller reported on the Budget Committee's new budget for 2014-15.**  
**Director Miller motioned to adopt the Budget and Resolution 2014-04. Director Sholl seconded.**  
**All voted aye.**
  
8. **Public Hearing: Appropriations Limitations Resolution 2014-05**  
The Board is holding a public hearing to present the Appropriations Limitations for fiscal year 2014-2015.  
*Attachment: Resolution 2014-05 Appropriations Limitations*  
Board Discussion/Public Comment/ Board Action  
**Director Proft motioned to adopt Resolution 2014-05 and the Appropriations Limitations for 2014-15.**  
**Director Sholl seconded. All voted aye.**
  
9. **Resolution 2014-06 Resolution Revoking Resolution 2014-02 and Adopting A Special Tax Uniform to All District, Resolution 2014-07 Uniformly Applying The Existing Special Tax Within the District and Proposing A Ballot Measure to Increase the Special Tax to Provide for Improvements, Upgrades, and Increased Maintenance of the District's Roads, and Resolution 2014-08 Continuing Imposition of Special Tax**  
*Attachment: Letter from El Dorado County Auditor Controller regarding statewide legal decision regarding special taxes and requirement to impose taxes uniformly to all parcels.*  
*Resolutions 2014-06, 2014-07, 2014-08*  
Board Discussion/Public Comment/Board Action  
**Director Proft motioned to adopt Resolution 2014-06, 2014-07, and 2014-8.**  
**Director Moonitz seconded. All voted aye.**
  
10. **Annexation Application Form and Annexation Policy 6030 Revision**  
The Board will consider adopting and approving a formal Application for Annexation into the District and revising current Policy 6030 that was adopted March 21, 2013.  
*Attachments: Application for Annexation form and revised Annexation Policy 6030*  
Board Discussion/Public Comment/Board Action  
**Director Robertson motioned to adopt the Annexation Application. Director Proft seconded. All voted aye. Director Proft motioned to revise Policy 6030 to reflect the Annexation Application process.**  
**Director Robertson seconded. All voted aye.**

11. **Ballot for Proposed CSDA Bylaws Update**

The District received a ballot for Proposed CSDA bylaws updates and a letter showing the CSDA Board approved recommended updates to CSDA Bylaws.

*Attachment: Ballot for Proposed Bylaws Amendment*

Board Discussion/Public Comment/Board Action

**Director Robertson motioned to approve recommended updates to the CSDA Bylaws. Director Miller seconded. All voted aye.**

12. **CECSD Road Matters CECSD 2014 Road Work Project** Director Moonitz will report on the scope of the project and Board will determine what work can be included in the bid package

*Attachment: Timeline*

Board Discussion/Public Comment/Board Action

**Director Moonitz, Road Chair, gave a report on the major issues he and Director Sholl found on their survey and he recommended that the District do a small project this year in order to carry over a large balance for a larger project for 2015. He recommended several small areas that need work and approximately six major potholes that need attention for the 2014 road bid package. The estimate for this work is approximately \$60,000--\$65,000 and the project will be put out to bid. Director Robertson motioned that the District go forward with the project and accept Director Moonitz's recommendations and put the project out to bid. Director Miller seconded. All voted aye.**

13. **Open Public Forum**

The Public has the opportunity to comment on subject matter relevant to CECSD business.

**A resident recommended adding security to the website to protect from viruses.**

14. **Director and Staff Reports**

Directors and staff may make brief announcements or reports for the purpose of providing information to the public or staff, or to schedule a matter for a future meeting. The Board cannot take action on any item not on the agenda.

**a. Directors Reports**

**b. General Manager's Report**

**General Manager Johnson reported that she will be gone from June 18 to July 6 and again from July 24 to August 10 and the District answering machine message needed to show a back up in the event of a gate or road emergency. Directors Miller and Moonitz offered to backup.**

15. **CECSD Policy and Procedures**

The Board will discuss the CECSD policy and procedure manual and will work on creating policies and procedures for district operations.

*Attachments: Policy and Procedures 2032, 4048, 4090, 4097*

Board Discussion/Public Comment/Board Action

**The Board reviewed four policies.**

**Director Robertson motioned to adopt policy 2032 as is, policy 4048 with an insertion of "or the board president" after Manager in the last sentence of 4048.1.2, policy 4090 as is, and policy 4097 with the removal of the parenthesis around "or appointed" in the first sentence of 4097.1. Director Profit seconded. All voted aye.**

**Adjournment: The meeting was adjourned at 8:40 p.m.**

**Next Regular Board Meeting: July 17, 2014**

**NOTE: For copies of support documentation to the agenda contact CECSD office at 677-5889/cecsd@att.net. Costs are \$.10 per copy. You can also access the agenda item documents at the CECSD website: cameronstates.net. Americans with Disabilities Act: if you need a disability related modification or accommodation to participate in this meeting, please contact Angela Johnson at the above contact numbers. Requests must be made as early as possible, and at least one full business day before the start of the meeting. In accordance with The Brown Act Section 54954.2(a) this agenda was posted 72 hours prior to the meeting.**