

Cameron Estates Community Services District
Minutes-Regular Meeting
Thursday, July 17, 2014, 7:00 p.m.
Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park
Education Building Conference Room

Public Comment: The public shall have the right to comment on any items appearing on the agenda during consideration of the item. Public comment will be limited to 3 minutes per speaker.

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 meeting to order at 7 p.m. President Robertson, Vice President Miller, Director Sholl, Director Moonitz, and Director Proft were in attendance. There were several members of the public in attendance.

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 May 15, 2014

Attachment: Minutes-May 15, 2014

b. Financial Reports: accepted as presented from County April 30, 2014, May 31, 2014

Attachments: Revenue and Expenditure Report; General Ledger, April 30, 2014, May 31, 2014

c. Approval of Bills: May 30, 2014, June 16, 2014, July 10, 2014, July 16, 2014, July 17, 2014

Attachments: Bill Vouchers: May 30, 2014, June 16, 2014, July 10, 2014, July 16, 2014, July 17, 2014

d. Payment of Share of Net Operating Expenses for LAFCO: \$114.91

Attachment: Journal Entry Invoice

President Robertson asked for clarification on Item d for the amount on the LAFCO bill.

Director Sholl motioned to approve the Consent Calendar with the revision of the Minutes to replace "vineyard and wine production facility" with "a special use permit" to make it clearer. Director Miller seconded. All voted aye.

4. CECSD 2014 Roadwork Project bid opening

The Board will open sealed bids submitted from contractors, review bid amounts and receipt of required paperwork, and accept the lowest responsible bid for the CECSD 2014 Roadwork Project.

Attachments: List of Contractors present at the drive-thru and received bid packages

Board Discussion/Public Comment/Board Action

The District received two bids for the road work project. One was from Doug Veerkamp General Engineering Inc. in the amount of \$67,054 and the breakdown is as follows: Removal & Reconstruction \$43,764; Drainage \$17,802; Potholes \$5,488. One bid was from Joe Vicini Inc in the amount \$73,090 and the breakdown is as follows: Removal & Reconstruction \$43,180; Drainage \$25,090; Potholes \$3,950. Director Miller motioned to accept the proposal from Doug Veerkamp in the amount of \$67,054. Director Robertson seconded. All voted aye.

Director Moonitz recommended hiring Youngdahl Consulting Group as the District has in the past in order to test compaction and the asphalt. General Manager was directed to contact Youngdahl Consulting to determine the best dates to perform these tests.

5. CSDA Board of Directors Election 2014 Mail Ballot

The Board will consider and vote for a representative to the CSDA Board of Directors Region Two, Seat C.

Attachment: Memo, ballot, candidate statements

Board Discussion/Public Comment/ Board Action

Director Proft motioned to vote for David Pierson. Director Miller seconded. All voted aye.

6. **Discussion of Sonitrol Bid for security license plate camera installation at the three exit gates**

The Board will consider and discuss the bid proposal from Sonitrol for \$4,715 for installation of license plate cameras at the exit gates,

Attachment: bid from Sonitrol

Board Discussion/Public Comment/Board Action

The Board discussed the Sonitrol bid and other options.

The General Manager reported that Bill Ladley of Automatic Gates installed an Xtreme camera in Greenstone Country for about \$1,000. It uses a DVR with a thumb drive to record feed and has to be removed to make a copy. Director Robertson asked the GM to obtain a bid for installing just one exit gate camera at Strolling Hills. Director Proft requested that the GM determine how much money has been spent on damages to the exit gates in order to determine if this expense is cost effective. Directors Sholl and Moonitz requested that the GM get more specifics on where the cameras would be installed and what size conduit would be needed in order to determine the additional cost for trenching.

7. **Discussion of damage and replacement of exit gate at Strolling Hills Road**

Director Sholl will report on conversation with Bill Ladley, Automatic Gate Systems regarding the repair of the Strolling Hills exit gate. Board to consider new gate for \$2500 and additional \$500 if center piece is not level.

Attachment: Note from Bill Ladley regarding cost of new gate on the invoice for repair of gate

Board Discussion/Public Comment/Board Action

The Board discussed the cost of a new gate and all felt that it was too high an expense and at present time the gate is working properly and is acceptable.

No Action Taken.

8. **Conflict of Interest Code Review for Year 2014**

Per the Political Reform Act, local special districts must review its conflict-of-interest code every even-numbered year and determine if revisions are necessary.

Attachments: Memo From Recorder Clerk- Registrar of Voters, Biennial Notice

Board Discussion/Public Comment/ Board Action

Director Miller motioned to accept the current Conflict of Interest Code without changes or amendments. Director Sholl seconded. All voted aye.

9 **Open Public Forum**

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

A resident asked if additional road work could be done this year such as chip sealing, shoulder backing, and additional potholes that have surfaced. The directors discussed various projects that could and need to be done and it was decided to put this on the agenda for September. The Board discussed the possibility of violating bidding rules by obtaining an estimate for additional work. The Board asked the GM to ask legal counsel the best way to have any additional work done. A resident asked if the GM could post the Budget to the website and she agreed to do that.

10. **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: Director Miller reported that paddles need to be replaced near former Siegler home. Director Miller volunteered to install the new Sonitrol security signs at the gates**
- b. **General Manager's Report: GM will be gone July 25--August 9 and needs an emergency contact for gate and road emergencies. Director Miller and Director Robertson volunteered. GM reported on the CSDA webinar she attended on the Top 10 Tips For a Successful Construction Project and reminded Directors to take CSDA classes if they can because they are excellent and free and the District receives credits toward lowering the District SDRMA insurance premiums.**

Adjournment: 8:30 p.m.

