

Cameron Estates Community Services District
Minutes- Regular Meeting
Thursday, January 15, 2015, 7:00 p.m.
Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park
Education Building Multipurpose Room

1. **Call to Order/Roll Call**
President Eva Robertson, Vice President Doris Miller, Director Ken Moonitz, Director David Proft, Director James Sholl. **President Eva Robertson called the meeting to order at 7:00 p.m. President Robertson, Vice President Miller, Director Sholl, Director Moonitz, Director Proft were in attendance. General Manager recorded minutes**

2. **Oath of Office**
The General Manager will administer the Oaths of Office to the following Board members: Eva Robertson, Doris Miller, David Proft.
Attachment: None
Eva Robertson, Doris Miller, and David Proft were sworn in as Directors of the Board of Cameron Estates CSD by reciting the Oath of Office led by the General Manager

3. **Election of Officers**
The Board of Directors of Cameron Estates CSD is required to elect a President and Vice President for the upcoming 2015 year.
Attachment: None
Board Discussion/Public Comment/Board Action
Director Miller motioned to appoint Eva Robertson as President. Seconded by Director Moonitz. All voted aye. Director Proft motioned to appoint Doris Miller as Vice President. Seconded by Director Sholl. All voted aye

4. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Director Miller motioned to approve the agenda, Director Sholl seconded. All voted yes

5. **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 November 20, 2014.
Attachment: Minutes- November 20, 2014
 - b. **Financial Reports:** accepted as presented from County November, December, 2014.
Attachments: Revenue and Expenditure Report; General Ledger, November, December 2014
 - c. **Approval of Bills:** December 8, 2014, December 16, 2014, January 7, 2015, January 15, 2015.
*Attachments: Vouchers: December 8, 2014, December 16, 2014, January 7, 2015, January 15, 2015*Board Discussion / Board Action
Director Proft motioned to accept the Consent Calendar. Seconded by Director Miller. All voted aye.

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.

6. **Deubel Annexation Application**

The Board will discuss the status of the application process with Project Manager Matt Boyer. Mr. Boyer would like a temporary advisory committee of 2 Directors to assist him with policy and strategy.

Attachment: Revised Copy of Executed Agreement to Pay Fees and Costs-Indemnification

Board Discussion/Public Comment/Board Action

Matt Boyer reported that he brought Martha Lofgren out to the Deubel property to give her an idea of the condition of the roads. The applicant is hesitant to pay \$10,000-\$15,000 for traffic studies because there is a lack of certainty that this will end up in their favor. Matt Boyer brought up the idea of enforcing a conservation easement to form a buffer for the District. He presented 4 possible scenarios that could happen and the impacts to the District of each.

Option	Approximate # of new vehicle trips on CECSO roads	Physical Impact to District Roads	Costs to Develop
Construct 1 home on the existing parcel	6-12	Very Low	Very Low
Minor land division – 4 parcels	25-50	Medium	Medium
Subdivision – 8 parcels of 5 acres	50-100	Medium	High
Sell property – potentially to developer of an adjacent large project	Potentially Significant	Potentially Significant	None

Notes:

- The County General Plan would currently allow second dwelling units. Trip estimates show an approximate range based on 1-2 units per parcel.

Matt stated that it is reasonable to assume the owners will ultimately pursue the option that provides maximum return on their investment. One consideration is whether proceeding on the current course, starting with a traffic and engineering study, might create an incentive for the owner to either sell the property to another developer, or to pursue a larger number of homes in the proposed annexation area in order to ensure a net financial gain. The property may be landlocked at this time.

Mr. Boyer also requested a temporary advisory committee of 2 Directors to assist him with policy and strategy in the application process. Comment from the public was a recommendation to be careful to exclude any easements from Marble Valley and other developments. Directors Miller and Proft volunteered to assist on this committee. Director Sholl motioned to appoint Director Miller and Director Proft to this committee. Seconded by Director Robertson. All voted aye.

7. **Schedule of Board Meetings for 2015**

At the first Board meeting of the new year the Board of Directors of Cameron Estates CSD shall authorize the Board meeting schedule for the 2015 year.

Attachment: 2015 Board Meeting Schedule

Board Discussion/Public Comment/Board Action

Director Proft motioned to accept the schedule. Director Robertson seconded. All voted aye.

8. **Schedule for Gate Battery Monthly Checks and Flying C Barricade Gate**

Each month a board member is scheduled to check the back-up batteries at each of the entrance gates, check the padlock at the Flying C cul-de-sac barricade gate, and clean the three cameras at each of the entrance gates.

Attachment: 2015 Schedule

Board Discussion/Public Comment/Board Action

Director Robertson motioned to accept the schedule. Director Sholl seconded. All voted aye.

9. **Appointment of Standing Committees**

The Board shall appoint Chairpersons and committee members for CECSO standing committees for 2015.

- a. **Road Committee Chair:** A director shall be appointed as Chairperson of the Road Committee. The Road committee will determine the condition of district roadways for the 2015 CECSO Road Work Project.

Attachment: None

Board Discussion/Public Comment/Board Action

Director Robertson motioned to appoint Director Moonitz the Road Chairman for 2015. Director Proft seconded. All voted aye.

- b. **Budget Committee:** A chair and committee members shall be appointed for the Budget Committee. The budget committee is responsible for the creation of a CECSO budget for the 2015-2016 fiscal year.

Attachment: None

Board Discussion/Public Comment/Board Action

Director Robertson motioned to appoint Director Miller as Chair and Director Proft to the Budget Committee. Director Sholl seconded. All voted aye.

10. **Director Road Assignments for 2015 Road Work Project**

Each director is assigned roads to survey for the yearly road work project.

Attachment: 2015 Road Assignments

Board Discussion/Public Comment/Board Action

Director Moonitz offered to take Director Robertson's responsibility for Cameron and he would survey that road. Director Robertson motioned to accept the Director Road Assignments for 2015 Road Work Project with the change of Cameron Road. Director Miller seconded. All voted aye.

11. **Roadside Easement Weed Control Spraying for 2015**

Roadside easement weed control spraying will commence in January or February.

Attachment: Weed Spraying Bid Proposal From Lowest Bidder

Board Discussion/Public Comment/Board Action

General Manger reported that she received 2 bids, one from Jones Brothers for \$4,549 and one from All Green Landscape Solutions for \$4,575. Based on authorization from the Board at the November meeting she awarded the work to Jones Brothers Pest Control and received the signed short form contract.

No motion. No action.

12. **Approval of General Manager Services for 2015**

The Board of Directors of Cameron Estates CSO must authorize the continuation of the position and duties of the General Manager/Secretary for the 2015 year.

Attachment: None

Board Discussion/Public Comment/Board Action

Director Robertson motioned to approved General Manager services for 2015. Director Miller seconded. All voted aye.

13. **Roadwork for 2015**

Director Moonitz will report on the 2015 road work and on the bids received for crack sealing Flying C Rd from the gate to Flying C Ct, for finishing, capping and shoulder backing the Strolling Hills entrance.

Attachment: Veerkamp Bids for Flying C Rd Crack Sealing and Strolling Hills Road and Sample Bids

Board Discussion/Public Comment/Board Action

Road Chair Director Moonitz reported that he received 2 bids for the work on Flying C Rd crack seal

and the shoulder backing edge work on Strolling Hills and awarded the work to Veerkamp for \$9,986. He reported the work on Fallen Leaf looks good as does Lariat Loop with the exception of the possibility of digging out more on the edges to prevent water pooling. He said that for 2015 road work the board will have to prioritize well in order to stretch the budget dollars. He advised the Directors to do their road surveys by the March meeting for discussion then and setting priorities. He compared sample bids for Cameron Road work with and without applying petramax. He said that whoever does the work needs to be sure a pneumatic roller is used and that should be in the Scope for all the bids. A resident recommended contacting an agency Cal Recycle and researching the website www.pavinggreenroads.com for information about using recycled and discarded rubber tires that forms strong rubberized asphalt that is flexible and manages water problems.
No Action. No Motion.

14. Trails End Road Repair and Resident Donation for Work

Residents on Trails End Rd are willing to pay a portion of the work needed on their road if the District will authorize the work and pay a portion of the work. Per Government Code 61116 (a) a district may accept any revenue, money, grants, goods, or services from any federal, state, regional, or local agency or from any person for any lawful purpose of the district.

Attachment: Bid from Veerkamp General Engineering for Road Work on Trails End

Board Discussion/Public Comment/Board Action

Road Chair Director Moonitz went over the details of the bid for this work. A resident of Trails End reported that the residents on that road will fund the District \$3,000 for this work. Director Robertson motioned to award the contract for \$3,740 to Veerkamp when the \$3,000 is received from the residents. Director Miller seconded. All voted aye.

15. Discussion of Retaining New Legal Counsel for the District

Legal counsel Bill Wright is retiring and the District will need to retain a new attorney.

Attachment: Letters of Proposal From Attorneys

Board Discussion/Public Comment/Board Action

The proposals from the law firms were discussed and all firms look very good and well qualified. Director Proft motioned to work with Girard Edwards and also Park Minkler. Director Robertson seconded. All voted aye.

16. Discussion of Gates at Mini Storage

The Board will discuss the continuing problems at Mini-Storage entrance and exit gates and what can be done to fix the problems.

Attachment: Review of Gate Damages 2007--2014

Board Discussion/Public Comment/Board Action

**General Manager reported that adding another exit sensor loop with a saw cut would be \$1,100 and that without saw cut and installed in dirt it would be \$600. Director Proft suggested either better road striping that drivers can see or installing another loop. He measured the location of the sensors and at Mini Storage there is one 58 feet from the gate and then another one 25 feet from the gate. Director Moonitz suggested installing raised reflectors or purchasing a small portable striping machine the handyman could use. General Manager said she would research portable striping machines and raised reflectors and prices. There continues to be water flooding and drainage issues near the commercial properties outside the Mini Storage gates. The General Manager obtained the names and phone numbers of the managers of each facility and Directors Sholl and Moonitz volunteered to contact and meet with them to discuss how to fix the problems.
No Action. No Motion.**

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

The District received Notice of Public Hearing from Development Services Planning Commission that Rancho Olivo Vineyards has requested a revision to existing vineyard and wine production facility to add 9 events a year with a maximum 150 people at any one time Friday to Sunday from 11am to 9pm and 5 wine

tasting events by appointment only Thursday through Monday from 11am to 7pm.

In the event this revision request is approved by the Planning Commission, should the District enforce Resolution 2008-03 and Ordinance 2008-01 and charge a road use fee for the commercial events.

Attachment: Development Services Staff Report, Findings, and Conditions of Approval dated 1/22/15, Ordinance 2008-01, Resolution 2008-03, Board Letter 1/12/15 to Planning Commission

Board Discussion/Public Comment/Board Action

The Board discussed the possibility of charging a road use fee to Rancho Olivo in the event the County approves the request for Revision to their Special Use Permit. This could be as a Resolution or under the County Winery Ordinance provisions.

No Action. No Motion.

18. 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. Director's Reports

Director Sholl raised the issue of the lights at upper Flying C Road and the possibility of changing all the fixtures and using better light bulbs to save money and he will investigate that.

b. General Manager's Report

None

19. Open Public Forum

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

Adjournment The meeting was adjourned at 9:35 p.m.

Next Regular Board Meeting: March 19, 2015

NOTE: For copies of support documentation to the agenda contact CECSO office at 677-5889/cecsd@att.net. Costs are \$.10 per copy. You can also access the agenda item documents at the CECSO website: cameronstates.net. Americans with Disabilities Act: if you need a disability related modification or accommodation to participate in this meeting, please contact Hope Leja 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.