

Cameron Estates Community Services District
MINUTES- Regular Meeting
Thursday, January 17, 2013, 7:00 p.m.
Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park
Fellowship Meeting Room

1. **Call to Order/Roll Call:** Vice President Doris Miller, Director James Sholl, Director Smokey Riggert, Director Ken Moonitz, Director George Coverick.
Vice President Miller called the meeting to order at 7 p.m. Directors Sholl, Moonitz, and Coverick were in attendance. Director Rigger arrived 2 minutes after the meeting was called to order. There were 42 members of the public present.

2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Director Sholl motioned to approve the agenda as written. Director Moonitz seconded. All voted aye.

3. **Open Public Forum**
The Public has the opportunity to comment on subject matter relevant to CECSO business
There was no comment from the public.

4. **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 15, 2012.
Attachment: Minutes- November 15, 2012
 - b. **Financial Reports:** accepted as presented from County November, December, 2012.
Attachments: Revenue and Expenditure Report; General Ledger, November, December 2012.
 - c. **Approval of Bills:** December 20, 2012, January 17, 2013
Attachments: Bill Vouchers: December 20, 2012, January 17, 2013
 - d. **Annexation Correspondence:** Correspondence letters to and from Mr. Deubel re: annexation.
*Attachment: Correspondence sent and received regarding Deubel Annexation (four documents)*Board Discussion / Board Action
Director Moonitz motioned to approve the consent calendar as written. Director Sholl seconded. All voted aye.

5. **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 Sholl reported that he has received emails regarding culvert and drainage issues in the district. This should be discussed on the March agenda. The topic of the Deubel Annexation should be placed on March's agenda as well.
 - b. **General Manager's Report**
There was no report from the General Manager.

6. **Presentation by Representatives of Parker Development Company and G3 Enterprises, Inc.**
Representatives of Parker and G3 will be discussing and answering questions regarding their developments, The Village of Marble Valley and Lime Rock Valley.
Attachment: None
Board Discussion/Public Comment/Board Action
Representatives of Parker Development, Kirk Bone, Tom Howard, and Andrea Howard, discussed and presented information regarding the Village of Marble Valley. A power point presentation was shown which covered the plans, layout, traffic patterns, parks, communities, open areas and features of the development. They discussed the probable timeline for the EIR, public hearings and construction. They stated that there were no plans of vehicle traffic from their

development through the CECSO. They stated EID would have access to the Deer Creek plant through Marble Valley Roadways, therefore eliminating EID's use of CECSO roadways for access. Marble Valley consists of 2,341 acres with an approximate 2,300-3,235 units proposed. There will be high, medium and low density areas. Commercial areas and two school sites are proposed. A 500 acre permanent open space is proposed which is to be managed by a foundation. They will be connecting to the Lime Rock Valley Development. Detailed plans are available on their website.

A representative of G3 Enterprises, Amy Wolfe, discussed the development of Lime Rock Valley. She presented a power point as well. The area consists of 740 acres. They are proposing 2-6 dwelling units per acre. No commercial or multifamily units are proposed. 14 acres of public parks and 321 acres of open space are in the plan. They will join 128 acres with the 500 acre open space of Marble Valley. They are located adjacent to the El Dorado Trail and plan on connecting their trails to this trail system. Detailed information is available on their website.

After the presentations, the representatives of both developments fielded questions from the public regarding wildlife corridors, road access into Marble Valley, CECSO having access to the developments trail system, Shingle Lime Mine Road's use as a fire road, mitigation of asbestos, and noise and light mitigation.

After the presentation residents of the CECSO proposed to get together and form focus groups regarding these developments and gather information and concerns to present to the representatives of these developments, and work together on some of these issues. CECSO resident Stephanie McCorkle will organize the Lime Mine Valley group committee, with Director Doris Miller. Director George Coverick will work with residents on the Marble Valley committee. A note will be published in the CECSO newsletter regarding the creation of these committees asking residents for their input, comments and concerns. The board will discuss this matter at the March Board meeting.

7. Election of Officers

The Board of Directors of Cameron Estates CSD is required to elect a President and Vice President for the upcoming 2013 year.

Attachment: None

Board Discussion/Public Comment/Board Action

Director Riggert nominated Vice President Miller for President and Vice President Miller declined. Director Moonitz volunteered to be Vice President with the intention of working towards the president's position in 2014. Director Miller nominated James Sholl for President. Director Riggert seconded. All voted aye. Director Riggert nominated Director Moonitz for Vice President. Director Coverick seconded. All voted aye.

8. Schedule of Board Meetings for 2013

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 2013 year.

Attachment: 2013 Board Meeting Schedule

Board Discussion/Public Comment/Board Action

The Board meetings to be held in 2013 are as follows: January 17, March 21, May 16, July 18, September 19, and November 21. Director Miller motioned to approve the 2013 CECSO Board meeting schedule as proposed. President Sholl seconded. All voted aye.

9. Schedule for Gate Battery Monthly Checks

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: 2013 Schedule

Board Discussion/Public Comment/Board Action

The schedule for the entrance gates battery checks was presented to the board as follows: January, June, November- Director Miller; February, July, December- Director Riggert; March, August, Vice President Moonitz; April, September- President Sholl; May, October-Director Coverick. Director Miller motioned to accept the schedule as written. Director Coverick seconded. All voted aye.

10. **Fire Safe Council Committee**

Fire Safe Chairman Gary Miller will report on Fire Safe Council business.

Attachment: None

Board Discussion/Public Comment/ Board Action

Chair Gary Miller reported that the funding sources are drying up. Vigorous active fundraising will begin. Some grants are available. CalFire can pay for a bulletin board for the District. There is a possibility that weed spraying could be paid for with a grant. Chipping (\$25) and green waste dumpsters are available for district use. The CECSO Fire Safe Chapter is required to have a chair, treasurer and secretary on the committee. No motion.

11. **Appointment of Standing Committees**

The Board shall appoint Chairpersons and committee members for CECSO standing committees for the 2013 year.

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 2013 CECSO Road Work Project.

Attachment: None

Board Discussion/Public Comment/Board Action

The road committee duties were discussed. Each member of the board will have a road assignment for assessment. Road chair responsibilities include being present at the walk through with the road contractors. Angela Johnson and John Juhrend volunteered to assist the committee and will be present at the walk though as well. Director Miller nominated Vice President Moonitz as the road chairman for the 2013 CECSO Road work project. Director Coverick 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 2013-2014 fiscal year.

Attachment: None

Board Discussion/Public Comment/Board Action

Directors Miller and Riggert volunteered to be on the budget committee. Vice President Moonitz motioned to appoint Directors Miller and Riggert to the budget committee. Director Coverick seconded. All voted aye.

c. Fire Safe Council Chair: A chair shall be appointed for the Fire Safe Council. Fire Safe council chair will attend El Dorado County Fire Safe Council meetings and report at the CECSO Board meetings.

Attachment: None

Board Discussion/Public Comment/Board Action

Director Miller motioned to nominate Gary Miller as the Fire Safe Council Chair for 2013. Director Coverick seconded. All voted aye.

12. **Updating of District Bylaws**

The last update of district bylaws occurred in 1990. The board shall review and update existing bylaws.

Attachment: CECSO Rules and Regulations

Board Discussion/Public Comment/Board Action

The General Manager stated that the District bylaws should be reviewed by the board and updated, including items such as which parliamentary procedures are utilized. The board will discuss this item at the March board meeting. No motion.

13. **Creation of Mission Statement**

The CECSO does not have a mission statement at this time, and it is recommended that one be created.

Attachment: Draft Mission Statement, Governance Norms

Board Discussion/Public Comment/Board Action

The Board discussed the draft mission statement and vision statement that former Board member Angela Johnson drafted before leaving office. The mission statement is to restate the purpose of the reason that you exist. It should be one sentence. The vision statement is what you strive to be- what your goals are. The Board will contemplate wording for a mission statement and vision statement and will discuss it at the next board meeting. No motion.

14. **Roadside Easement Weed Control Spraying**

Roadside easement weed control spraying will commence in January.

Attachment: weed spraying bid proposal from lowest bidder

Board Discussion/Public Comment/Board Action

The General Manager obtained two bid proposals for Roadside Easement weed control spraying, awarding the contract to the low bidder, Jones Pest Control, Inc. Jones' bid proposal was \$4,675. All Green Landscape Solution submitted the other bid proposal for \$4,745. Spraying will begin the end of January. No motion.

15. **Report on Dividend Road Access**

The General Manager or Vice President Miller will report on the latest information from Supervisor Nutting's office regarding Dividend Road in Barnett Business Park.

Attachment: None

Board Discussion/Public Comment/Board Action

Supervisor Nutting met with his staff regarding Dividend Road access in Barnett Business Park. County legal counsel will report to CECSO legal counsel regarding the outcome of the meeting. No motion.

16. **Report of CSDA Gold Country Chapter Workshop**

Director Coverick and the General Manager attended the workshop on Roberts Rule of Order and the Brown Act on January 10. The General Manager will report.

Attachment: None

Board Discussion/Public Comment/Board Action

The General Manager and Director Coverick attended this workshop. The General Manager reported on key issues presented at the workshop. Each board member was issued a copy of the workshop syllabus. No motion.

17. **Maintenance of Bridge Railings**

Director Miller will report on quotes obtained for painting the wrought iron bridge railings over Deer Creek.

Attachment: None

Board Discussion/Public Comment/ Board Action

Director Miller reported on the three bid proposals received regarding painting the railings.

1. Bill Ladley, Automatic Gate: \$6,400: remove fencing and powder coat.

2. Discount Exteriors: \$2,600: Leave rails in place, protect creek, sand, prime, spray paint.

3. Madison Painting: \$1,800: Rails in place, pressure wash, remove rust, paint rust areas.

Vice President Moonitz will continue to explore this matter and will discuss at the March meeting. No motion.

18. **CECSO Policy and Procedures**

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

Attachment: None

Board Discussion/Public Comment/Board Action

President Sholl reviewed the CSDA policy manual and chose applicable policies for the district to discuss at future Policy and Procedure workshops. He also requested that the General Manager defines and include her duties in the Policy Handbook. Board members should review the policies that were received and be ready to discuss/adopt at the next board meeting. No motion.

Other Matter: Resident Karen Guthrie ask the Board to speak regarding the Marble Valley/Lime Rock Development presentation which she arrived too late to witness. She discussed issues that were of concern to her. She agreed to be on a committee to take action.

Adjournment: Time: 9:50 p.m.