

**Cameron Estates Community Services District  
MINUTES**

**Regular Meeting: Thursday, September 19, 2013, 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 James Sholl, Vice President Ken Moonitz, Director Dave Proft, Director Doris Miller, Director Eva Robertson  
**President Sholl called the meeting to order at 7:05 p.m. President Sholl, Vice President Moonitz, Director Proft and Director Miller were present. Director Robertson was absent. There were 5 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. Sholl, Moonitz, Proft, and Miller voted aye. Robertson absent.**
  
3. **Open Public Forum**  
**Gary Miller gave a report on ACCORD Committee work with the Rural Communities United which is opposing uncontrolled growth that results in severe traffic gridlock. ACCORD will keep residents informed of new developments. Dave Leppe suggested that this coalition research Judge Bond's judgment as that might be helpful.**
  
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 July 18, Special meeting July 24, 2013  
*Attachment: Minutes- July18 and July 24, 2013*
  - b. **Financial Reports:** accepted as presented from County June and July 2013.  
*Attachments: Revenue and Expenditure Report; General Ledger, June and July 2013.*
  - c. **Approval of Bills:** September 19, 2013  
*Attachments: Bill Vouchers: August 15, 2013 and September 19, 2013*
  - d. **CSDA 2014 Committee and Expert Feedback Team Interest Form**  
*Attachment: Letter from CSDA asking for volunteers for various teams*
  - e. **Special District Risk Management Authority (SDRMA) Award and Credits for Excellent Claims Record**  
*Attachment: SDRMA Letter, Certificate*Board Discussion / Board Action  
**Director Proft motioned to approve the consent calendar. Director Miller seconded. Sholl, Moonitz, Proft, and Miller voted aye. Robertson absent.**
  
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 Miller reported on her ongoing work notifying residents who are violating the easement policy that they must trim their trees and brush back to conform to the policy.**  
**Director Sholl reported that there was a malfunction at the Mini Storage entrance gate, he called Automatic Gate Systems immediately, the bearings were replaced and it is now working.**  
**Director Proft reported that there is a granny flat being built on Strolling Hills and that any damage to the District roads should be taken care of by the resident.**
  - b. **General Manager's Report--none**

6. **CECSD 2013 Roadwork Project Report of Work**

**Director Sholl and Director Moonitz reported on the road work project for 2013.**

**Work has been reviewed and is satisfactory with the exception of some potholes on Lariat that were not done. Veerkamp has already been contacted and they will be repaired Friday. In addition more potholes on Cameron and Flying C Road were identified that need to be fixed. This will require a change order which will be initiated by Director Sholl. The culvert work was satisfactory.**

Board Discussion/Public Comment/Board Action

**Resident Leppe brought up a problem near Cambridge Square and Director Sholl and Moonitz will look at that and if necessary initiate the work and change on that area.**

**Resident Hardy brought up a problem on Highcrest where a section is dipping badly and may be of danger to drivers. Director Sholl and Moonitz will look at that and if necessary initiate the work and change order on that area.**

7. **Prop 1A Loan to the State**

CECSD received the repayment of the 2009-10 prop 1A loan to the State for \$6883 plus interest of \$457.59 for a total of \$7340.59 deposited to the Auditor Controller on 6/16/13

*Attachment: Notice*

Board Discussion/Public Comment/ Board Action

**No discussion**

**No action taken no motion**

8. **Public Hearing: Resolution 2013-08 Adoption of Final budget for Fiscal Year 2013--2014**

The CECSD Board is holding a public hearing for the presentation of Resolution 2013-08 and final budget for fiscal year 2013-2014.

*Attachments: Resolution 2013-08, 2013-2014 Final Budget, Budget Comparisons & Actuals*

Board Discussion/Public Comment/ Board Action

**No public comment or questions**

**Director Miller motioned that the final budget and Resolution 2013-8 be adopted. Director Proft seconded. Sholl, Moonitz, Miller, and Proft voted aye. Robertson absent.**

9. **Relocation of Equipment, Supplies, Tools, Electronics, Files, etc, and Storage Unit from Current General Manager's Residence and Property**

The CECSD storage unit is unable to be moved from the Leja property. The contents are to be moved by the the end of the weekend after this meeting. Discussion of rental of storage unit or storing the CECSD property on a director's property.

*Attachment: None*

Board Discussion/Public Comment/ Board Action

**There was discussion on renting a storage shed for \$65 a month or purchasing a permanent shed and putting it on the Miller property. Several prices were obtained for a new shed and Director Miller reported that Murray Sheds in Shingle Springs can install an 8 ft by 10 ft for \$1500 plus tax. In addition the District will have to put in a foundation and that cost is estimated to be \$500--\$1000. Director Moonitz motioned that the District spend up to \$2500 in construction and material for the installation of a Murray shed and foundation on the Miller property and that all the contents that are in the shed on the Leja property will be removed Saturday morning unless it rains. Director Proft seconded. Sholl, Moonitz, Proft, and Miller voted aye. Robertson absent**

10. **Discussion of location of gate camera computer & monitoring system.**

It is not feasible to have this system installed in the home of a director because of the additional high cost of DSL service. Should the District go to a web based monitoring through Sonitrol with a special server that can be accessed by all the directors? Director Moonitz will report and give a bid proposal from Sonitrol.

*Attachment: Bid from Sonitrol*

Board Discussion/Public Comment/ Board Action

**Director Moonitz reported on details of the Sonitrol bid and that he researched prices on the components and that he thought the bid was a good price. General Manager reported the Sonitrol technician said that the web-base system is much clearer. The General Manager stated that the primary function of this job should be with her but the Directors would be back up when she is out of town or unable to review footage. Sonitrol training would be given.**

**Director Proft motioned that the District accept the Sonitrol bid and the additional cost of \$75 per month fee for the system. Director Miller seconded. Sholl, Moonitz, Proft, and Miller voted aye. Robertson absent.**

**11. LAFCO meeting December 4 regarding annexation proceedings**

CSD has received notice from attorney Bill Wright that LAFCO is placing on the 12/4/13 Commission agenda the Deubel matter. The District attorney Bill Wright has requested a Special meeting that is also a closed meeting prior to this LAFCO Commission date

*Attachment: email*

Board Discussion/Public Comment/ Board Action

**A special closed meeting is scheduled for October 3, 2013**

**12. Discussion regarding contracting with Hope Leja for completion of Policy and Procedures Handbook.**

Should the CSD contract with Ms. Leja to complete all the Policy and Procedures for our District

*Attachment: none*

Board Discussion/Public Comment/Board Action

**Director Sholl reported that many of the Policy and Procedures have already been completed as he has been working on this project for many years.**

**After a short discussion the General Manager agreed to attempt to finish the Policy & Procedures Handbook with help from Director Sholl and Director Proft in the next 3-4 months. General Manager requested the finished product be reviewed with the District legal counsel.**

**No action no motion**

**Adjournment Time: 8:36 p.m.**