

**Cameron Estates Community Services District
Minutes-Regular Meeting Thursday, March 20, 2014, 7:00 p.m.
Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park
Education Building Multipurpose 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 Dave Proft. President Robertson was presiding officer and General Manager/Secretary, Angela Johnson took minutes.

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.

2. Approval of Agenda

Board Discussion/Public Comment/Board Action

Director Miller motioned to approve the agenda as written. Director Proft 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 January 16, 2014, Special meeting February 3, 2014

Attachment: Minutes-January 16, 2014 and February 3, 2014

b. Financial Reports: accepted as presented from County December, 2013, January and February 2014

Attachments: Revenue and Expenditure Report; General Ledger, December 2013, Jan., Feb, 2014.

c. Approval of Bills: February 5, 2014, February 18, 2014, March 10, 2014

Attachments: Bill Vouchers: February 5, 2014, February 18, 2014, March 10, 2014

d. SDRMA Approves Longevity Distribution

Since CECSO has participated in the Property/Liability program for 26 years, District will receive longevity credit on 2014-15 renewal invoice in the amount of \$168.

Attachment: Letter dated February 7, 2014 from SDRMA

e. Letter to El Dorado County regarding Marble Valley/Lime Rock Valley use of CECSO Roads

Attachment: CECSO Letter dated February 13, 2014 to El Dorado County Planning Division

f. Annual Statement of Economic Interests-Form 700

Attachments: Memo dated February 10, 2014 re: Form 700

g. US Bank Cal Card Incentive Payment of \$112.24 Earned

Attachment: US Bank Cal Card letter of February 10, 2014 and copy of incentive check \$112.24

h. CSDA Board of Directors Call for Nominations

Attachment: Memo dated February 21, 2014 Calling for Nominations for the CSDA Board

i. LAFCO Draft Budget for Fiscal Year 2014-2015

Attachments: Memo, LAFCO 2014-2015 Draft Budget

Board Discussion/Board Action

Director Proft motioned to approve the consent calendar. Director Miller seconded. All voted aye.

4. Report on and Resolution Adopting Road and Design Standards for the district.

President Robertson will report on the special meeting of February 3, 2014 where the Board voted unanimously to contract Matt Boyer to prepare road and design standards for the district. Matt Boyer will discuss it with the Board. Board to consider adoption of Resolution 2014-02 Adopting Road Standards.

Attachment: Road Standards and Design Report and Resolution 2014-01

Board Discussion/Public Comment/Board Action

Board discussed details of Road Standards document with Matt Boyer. Director Proft motioned to accept and approve the Road Standards and the Resolution 2014-01 adopting the Road Standards. Director Miller seconded. All voted aye.

5. **Burke's Junction 5K/10K Run**

Linda Hopkins of Shingle Springs Cameron Park Chamber of Commerce will present and discuss with the Board the possibility of a 5K/10K Run in Cameron Estates.

Attachments: None

Board Discussion/Public Comment/Board Action

The guest speaker did not appear at the meeting. No discussion. No action taken.

6. **LAFCO Public Notice Received regarding appointment of a Public Member to LAFCO**

The District received public notice stating that LAFCO will be considering the appointment of a Public Member to LAFCO who will serve a new 4 year term. The Public Member represents the interests of the taxpayers-citizens of the county.

Attachment: LAFCO Public Notice

Board Discussion/ Public Comment/Board Action

No discussion. No action taken

7. **CECSD Road Matters**

CECSD 2014 Road Work Project. Vice President Moonitz, Road Chair, will discuss director surveys, plan of action for 2014, and road issues.

Attachment: 2014 Road work timeline

Board Discussion/Public Comment/Board Action

Director Moonitz reported that he completed his survey of all the roads and reviewed the director individual reports. He outlined the major problem areas for consideration in the road bid package.

The final decision on what work will be done will be done at the May meeting.

No action taken.

8. **Consideration of ballot measure to increase the special tax within the District for road improvements upgrades, and increased maintenance.**

The Board will consider a measure to be placed on the November 4, 2014 general election ballot that would increase the current special tax for road improvements, upgrades, and maintenance by a maximum of \$100 per year per parcel for a maximum annual special tax not to exceed \$350 per year per parcel, and commercial property an increase of \$100 per year per parcel for a maximum annual special tax not to exceed \$1,100 per year per parcel.

Attachment: Resolution 2014-02

Board Discussion/Public Comment/ Board Action

General Manager reported that the District needs more money for the repair of District roads.

She reviewed the previous ballot measures asking for increase in the special tax and determined that asking for too large an increase results in the measure failing at election. She recommended a ballot measure asking for a small amount of \$100 per year so there would be a higher chance that the increase would be acceptable to the voters and would pass at election.

Director Proft motioned to put a measure on the ballot to increase the special tax by \$100 and to adopt Resolution 2014-02 Proposing a Ballot Measure to Increase the Special Tax within the District to Provide for Improvements, Upgrades, and Increased Maintenance of District's Roads. Director Miller seconded. All voted aye.

9. **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

10 Nomination of Budget Committee

Director Doris Miller was appointed Budget Committee Chair at the January 2014 meeting. The Board will appoint a budget committee member to develop the 2014-2015 Fiscal Year Budget with Director Miller and the General Manager.

Attachment: None

Board Discussion/Public Comment/Board Action

Director Robertson motioned to appoint Director Proft to the Budget committee with Director Miller and the General Manager. Director Miller seconded. All voted aye.

11. Open Public Forum

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

One person was concerned about the \$100 amount of the assessment increase for the ballot measure and how that was determined.

12. 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: Policy and Procedures 3080, 3205, 4025, 4095, 5030, 5040, 5060, 5070

Board Discussion/Public Comment/Board Action.

Director Proft motioned to adopt all presented policies as written with change in 3205 inserting "and will approved by the Board of Directors." and then inserting a period at the end of 4025.4.3. Director Sholl seconded. All voted aye.

Adjournment Time: 9:05 p.m.