

Cameron Estates Community Services District MINUTES
Regular Meeting: Thursday, July 21, 2016, 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 and 20 minutes per item.

1. **Call to Order/Roll Call:** President Doris Miller, Vice President Eva Robertson, Director James Sholl, Director Dave Proft, Director Ken Moonitz. **President Miller called the meeting to order at 7:05 p.m. President Miller, Director Sholl, Director Moonitz, and Director Proft were in attendance. General Manager recorded minutes. There were several members of the public in attendance. Director Eva Robertson reported in at 7:08 p.m.**

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

3. **Consent Calendar** (all items on the Consent Calendar are to be approved by one motion unless a Board Member requests separate action on a specific item).
 - a. **Approval of Minutes:** Regular meeting May 19, 2016, Special Meeting May 30, 2016
Attachment: Minutes-May 19, 2016 and May 30, 2016
 - b. **Financial Reports:** Accepted as presented from County for May 31, 2016
Attachments: Revenue and Expenditure Report; General Ledger, May 31, 2016
 - c. **Approval of Bills:** May 19, May 24, May 30, June 17, July 13, July 21, 2016
Attachments: Vouchers: May 19, May 24, May 30, June 17, July 13, July 21, 2016
 - d. **Payment of Share of Net Operating Expenses for LAFCO: \$139.09**
*Attachment: Journal Entry Invoice 2016-2017*Board Discussion / Board Action
Director Proft motioned to approve the agenda. Director Moonitz seconded. All voted aye.

4. **Open Public Forum**
The Public has the opportunity to comment on subject matter relevant to CECSO business.
No Public Comment

5. **CECSO 2016 Roadwork Project**
The Board will discuss the award of the 2016 road work contract
Attachment: Correspondence from Grade-Tec, letter of release, invoice for expenses
Board Discussion/Public Comment/ Board Action
General Manager reviewed the process of the District releasing Grade-Tec from their bid due to miscalculation in their bidding and the award of the project to the next lowest bidder, Veerkamp. Grade-Tec has been billed for the expenses incurred and they will be sent a follow-up by certified mail. Upon receipt of the payment, their Bid Bond will be returned.
No Action. No Motion.

6. **Public Hearing Introduction and Reading of Ordinance or Summary of Ordinance for Removal of Gate Code from Display Boards**
Board to read the Ordinance 2016-01 for removal of the entry code from the gate display boards.
Attachment: Ordinance 2016-01
Board Discussion/Public Comment/Board Action
Director Proft motioned to waive the reading of the Ordinance and directed the General Manager to post the entire Ordinance on the District website for residents to read, place the Ordinance in the monthly resident newsletter, and to publish a summary of the Ordinance in the Mt. Democrat.
Director Moonitz seconded. All voted aye.

7. **Public Hearing: Resolution 2016-05 Collection of Special Assessment Taxes (Direct Charges) for Fiscal Year 2016-2017**

A public hearing is being held for the purpose of adopting a resolution for the collection of special assessment taxes (direct charges) within the District for road improvements, maintenance and other operating expenses of the district, and for El Dorado County to collect these assessments for the fiscal year 2016-2017 tax roll.

Attachment: Resolution 2016-05

Board Discussion/Public Comment/ Board Action

Director Robertson motioned to adopt Resolution 2016-05 Collection of Special Assessment of Taxes for Fiscal Year 2016-17. Director Sholl seconded. All voted aye.

8. **Publication Policy Regarding Items and Ads in the District Newsletter**

The Board will discuss and review the Publication Policy and the guidelines for submittal of newsletter items

Attachment: Publication Policy #3080 and Guidelines for Submittal of Newsletter Items

Board Discussion/Public Comment/Board Action

The Board discussed the resident ads published in the monthly newsletter, whether it should be allowed, and if there should be a fee assessed. The General Manager stated that the placement of an ad is for residents only. She thinks it is important to continue as it supports neighbors in their businesses and makes us more of a cohesive community and it should be a free service to residents. No Motion. No Action.

9. **Conflict of Interest Code Review for Year 2016**

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 or if they will accept the current Conflict of Interest Code without changes or amendments.

Attachments: Memo from Recorder Clerk- Registrar of Voters, Biennial Notice, Conflict of Interest Code and Resolution 2011-01 Adopting Code

Board Discussion/Public Comment/ Board Action

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

10. **Public Hearing: Resolution 2016-06 Final Budget for Fiscal Year 2016-2017**

The CECSO Board is holding a public hearing for the presentation of Resolution and final budget for fiscal year 2016-2017.

Attachments: Resolution 2016-06, 2016-17 Final Budget, 2015-16 Budget Comparisons & Actuals

Board Discussion/Public Comment/ Board Action

Director Proft motioned to adopt Resolution 2016-06 adopting final budget for 2016-17. Director Robertson seconded. All voted aye.

11. **CSDA Board of Directors Election 2016 Mail Ballot**

The Board will consider and vote for a representative to the CSDA Board of Directors Seat B.

Attachment: Memo, ballot, candidate statements

Board Discussion/Public Comment/ Board Action

General Manager recommended Ginger Root. Director Miller motioned to vote for Ginger Root for CSDA Board of Directors Seat B. Director Proft seconded. All voted aye.

12. **Amendment of the 2015-2016 Final Budget**

The Board will consider the General Manager's recommendation to adjust and amend the 2015-2016 final budget to increase legal fees from \$10,000 to \$15,000.

Attachments: Proposed amended 2015-16 final budget.

Board Discussion/Public Comment/ Board Action

Director Proft motioned to adjust and amend the 2015-16 final budget. Director Sholl seconded All voted aye.

13. 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 Moonitz reported that he again went out to inspect the culvert on Cameron Road and the shoulder backing and it appears to be holding up but will need to be addressed more in the future.

b. General Manager's Report

Veerkamp General Engineering will begin the road work August 1st and she will send out an email to the residents to notify them of this.

Adjournment

Next Regular Board Meeting: September 15, 2016

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