

Cameron Estates Community Services District Minutes
Regular Meeting: Thursday, September 15, 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 7:00 p.m. President Miller, Director Sholl, Director Moonitz, and Director Proft were in attendance. Director Eva Robertson was absent as she is on vacation. General Manager recorded minutes. There were several members of the public in attendance**

2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Director Proft motioned to approve the agenda. Director Sholl 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 July 21, 2016
Attachment: Minutes- July 21, 2016
 - b. **Financial Reports:** Accepted as presented from County for June, July, August, yearend June 2016
Attachments: Revenue and Expenditure Report; General Ledger Report June, July, August, yearend June 2016
 - c. **Approval of Bills: July 26, 27, 28, August 3, 24, September 8, 15, 2016**
Attachments: Vouchers: July 26, 27, 28, August 3, 24, September 8, 15, 2016
 - d. **El Dorado County Auditor Office 2016/17 Direct Charges**
Attachment: 2016/17 Direct Charges for code 680 received, accepted, and processed
 - e. **El Dorado County Auditor Office 2016/17 Final Estimate of Current Year Property Tax Revenue**
*Attachment: 2016/17 Final Estimate of Current Year Roll Property Tax Revenue for CECSD*Board Discussion/Board Action
Director Proft motioned to approve the Consent Calendar. Director Sholl seconded. All voted aye.

4. **Open Public Forum**
The Public has the opportunity to comment on subject matter relevant to CECSD business.
A resident requested that the District try to prohibit taping on the pillars at the gate entrances and on posts throughout the District and consider an Ordinance. General Manager said that she would put the issue in the newsletter telling residents they cannot tape anything on the pillars or posts. He recommended that in the next road bid the District include striping the roads.

5. **CECSD 2016 Roadwork Project**
The Board will discuss the 2016 road work
Attachment: Notice of Completion and Acceptance
Board Discussion/Public Comment/ Board Action
Director Moonitz reported that the work is complete with the exception of cutting back a curb on the corner of Strolling Hills and Flying C Road and the final sweeping of the loose chips. General Manager said that Veerkamp sent an invoice for the job but she recommends that we keep 5% retainage per our General Conditions until they complete these items. It was decided that the Road Committee should meet with the Consultant and Tony Adams and conduct a final walk-through of the project and that we request the curb fix and the final sweep of loose chips. Director Sholl motioned that we request a revised invoice with the 5% retainage so that we can authorize payment. Director Proft seconded. All voted aye.

6. **Public Hearing Reading of Summary of Ordinance for Removal of Gate**

Code from Display Boards

Board to read the Summary for removal of the entry code from the gate display boards.

Attachment: Summary of Ordinance 2016-01

Board Discussion/Public Comment/Board Action

General Manager read out loud the Summary of the Ordinance for the Board and the public.

A resident recommended that if this is enacted we change the gate code monthly. General Manager said details on any changes would be clearly given to all the residents via email and the newsletter.

There was no other public comment. Director Miller motioned to adopt Ordinance 2016-01. Director Moonitz seconded. All voted aye.

7. **Adjustment of the 2016-2017 Final Budget**

The Board will consider the General Manager's recommendation to adjust and amend the 2016-2017 final budget to reflect the figures shown on June 2016 yearend County financial reports

Attachments: Proposed adjusted 2016-17 final budget.

Board Discussion/Public Comment/ Board Action

Director Proft motioned to adjust and amend the final budget for 2016-17. Director Miller seconded. All voted aye.

8. **2015- 2016 Annual Report for Special Taxes and Budget Comparison**

The General Manager will submit to the Board the Annual Report Accounting for Special Taxes 2015-2016 and the 2015-2016 Budget and Actuals

Attachment: 2015-16 Annual Report and 2015-16 Budget and Actuals

Board Discussion/Public Comment/Board Action

Director Miller motioned to accept the Annual Report for Special Taxes. Director Sholl seconded. All voted aye.

9. **Annual Financial Audit for Fiscal Years ending June 30, 2015 and June 30, 2016**

The General Manager seeks authorization for accountant services in the amount of \$5500 for the annual financial audit for fiscal years ending June 30, 2015 and June 30, 2016.

Attachment: Engagement letter from Vaughn Johnson

Board Discussion/Public Comment/Board Action

Director Sholl motioned that the General Manager contract with Vaughn Johnson for the Audit for Fiscal Years ending June 30, 2015 and June 30, 2016. Director Proft seconded. All voted aye.

10. **Director Appointment due to insufficient nominees for election**

The District received insufficient nominees for the number of director seats to be elected at the November 8, 2016 election. In accordance with elections Code 10515, the Board has the opportunity to recommend to the Board of Supervisors a nominee for appointment and upon appointment the Director will assume office and serve exactly as if they were elected to the position. The Board will discuss and recommend a nominee to submit to Board of Supervisors for approval and appointment.

Attachment: Letter from El Dorado County Elections Department, Election Code 10515

Board Discussion / Public Comment/Board Action

General Manager reported that the only residents interested in being recommended were Jim Bergsten and Ken Moonitz. No public comment and no one else volunteered. Director Miller motioned to recommend Ken Moonitz and Jim Bergsten to the Board of Supervisors to appoint as Directors. Director Proft seconded. All voted aye.

11. **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 is very concerned about a culvert problem on Cameron Road and he would like this matter placed on the November agenda. In the meantime he will obtain several bids on fixing the culvert.

b. General Manager's Report

General Manager reported that since the new lighting system has been installed the District is saving an average of \$45 per month.

Adjournment

Next Regular Board Meeting: November 17, 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.