

**Cameron Estates Community Services District Minutes**  
**Regular Meeting: Thursday, November 21, 2019, 7:00 p.m.**  
**Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park**  
**Education Building Multi-Purpose 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 Doris Miller, Vice President Lynn Kissel, Director James Sholl, Director Joshua Clark, Director Angela Johnson.  
**President Doris Miller called the meeting to order at 7:00 p.m. General Manager, Karen Moonitz took roll call. President Doris Miller, Vice President Lynn Kissel, Director James Sholl, Director Joshua Clark, Director Angela Johnson, were in attendance. General Manager recorded the minutes.**
  
2. **Approval of Agenda**  
Board Discussion/Public Comment/Board Action  
**Director James Sholl motioned to approve the Agenda as submitted. President Doris Miller 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 September 19, 2019; Special Meeting November 5, 2019.  
*Attachment: Minutes - September 19, 2019; Special Meeting, November 5, 2019.*
  - b. **Financial Reports:** accepted as presented from County; Year-end 2018-19, September, October, 2019.  
*Attachments: Revenue and Expenditure Report; General Ledger, Year-end 2018-19, September, October, 2019.*
  - c. **Approval of Bills:** Vouchers; September 18, 19, 24, October 9, 19, 28, November 4, 13, 2019.  
*Attachments: Vouchers; September 18, 19, 24, October 9, 19, 28, November 4, 13, 2019.*Board Discussion/Board Action  
**Director Lynn Kissel motioned to accept the consent calendar. President Doris Miller seconded. All voted aye.**
  
4. **CECSO Legal Counsel to Discuss Possible CSDA Financing Options**  
CECSO Legal Counsel David McMurchie will discuss financing options the District may have through the CSDA Financing Corp., to be used for road work.  
*Attachment: None*  
Board Discussion/Public Comment/Board Action  
**District legal counsel David McMurchie discussed financing options for the District. One option initially explored was a lease finance loan, lease financing rates for most Districts is 3% at this time, however, the District doesn't own any property thus it can't access a lease financing loan. The District could take out a SLON (securitized limited obligation note) which is limited to a 10-year term, is allowed for CSD's and the rate at this time is 4%. It's the only way Special Districts can finance projects other than using a GO Bond, and we have the existing special tax monies available for temporary financing. The problem is the SLON statute is due to expire December 31, 2019. CSDA is working on a legislative effort to get it reinstated, but that may not be available until next year. The Board discussed this option and different amounts that could be borrowed and realistically repaid with the new special tax monies, however with the end of year deadline to secure a SLON so close and the fact that we don't have a clear list of projects ready to go, they decided we are not ready to pursue a SLON right now. They will revisit this option next year when more time is available to define a viable road project. No motion. No action.**
  
5. **Open Public Forum**

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

**No public comment.**

**6. CECSO 2019-2020 Road Matters and Work**

The Board will discuss possible road work projects for 2019-2020 and:

a) The Road Chairman will review Road Assignments with the Directors for 2020, and will explain the procedures to follow for filling out the survey forms. Road surveys need to be conducted and submitted to the Road Chairman by Monday January 6, 2020 so that the completed forms can be reviewed and discussed at the January 16, 2020 Board Meeting where road projects for 2020 will be prioritized.

*Attachment: 2020 Director Road Assignments, Director Road Survey Forms, Road Conditions Legend, Summary Sheet, 2020 Timeline, Top Tips*

Board Discussion/Public Comment/Board Action

**Director and Road Chairman, James Sholl reviewed the road assignments with the other Directors and reminded them that he needs to have the survey forms, which include tagging the trees and brush to comply with our easement policy, completed and sent to him by January 6, so that he can compile them on the Summary Sheet for discussion of priorities at the January 16, 2020 Board Meeting. He also stressed everyone follow the legend details and prioritize the worst areas with a number on the road and a corresponding number on the size and address where the area is at or near on their survey sheets, and include in the pothole size alligatored areas. No Motion. No action.**

b) The Road Chairman will go over the Culvert Survey performed by the Road Committee.

*Attachment: CECSO Culvert Survey 10/21/2019*

Board Discussion/Public Comment/Board Action

**Director James Sholl reviewed the culvert survey results he and Director Clark completed, and found that 13 culverts need to be addressed immediately. The largest one is on Lariat Road near McNeil, and he got a proposal from Veerkamp to repair it for \$49,372.00. He also highlighted other roads that have drainage issues that need to be addressed and stressed that these, culverts and shoulder backing need to be checked and recorded on the survey sheets. The General Manager asked that the Directors form a list projects a handy man could do, while they are surveying their roads. No motion. No action.**

**7. Gate Camera Proposal from Sonitrol and Flock Safety**

The Board will discuss the proposals from Sonitrol and Flock Safety and decide which camera system to use to update the gate cameras.

*Attachment: Sonitrol Proposals a), b), and c); Flock Safety information and proposal.*

Board Discussion/Public Comment/Board Action

**Director Joshua Clark reviewed the Flock Safety proposal and the benefits and costs for these cameras. The cost for the camera, solar pad and battery backup, service, data base, the storage, maintenance, is \$2000.00 per camera per year and that also includes new cameras as technology improves. Installation is \$225.00 per camera. Right now, we are paying around \$6,000 (DSL, the platinum service agreement, and the cell modem at Mini Storage) for the 3 sets of Sonitrol cameras at the gates. If one camera per gate is used with the Flock Safety system, the cost would be about the same as the cost for the current Sonitrol system. The benefits of the Flock system are: It is all self-contained; it has an internal battery and uses cell phone signal for data transfer; it has built in health monitoring; it is solar powered with battery back up that will store footage internally for 15 days. The footage is captured in stills and the information is tracked. Anyone who is authorized can go into the footage to look for needed information themselves. It also tracks license plates, color, and make of cars, and it gives you a monthly summary of the information that is stored. However, they don't give a trial camera, we would need to sign a contract for one, have it installed and if we don't like it we can return it for a \$500.00 fee plus the costs of the months it was used. Director Clark suggested we could get one installed for \$2,000 to see how well it works and whether or not we might need more than one camera at each gate. He and Director Kissel reviewed the costs for the proposed Sonitrol system and remarked that any new Sonitrol system would be dated, and as technology improves camera systems will improve. This trial would give us a cost-effective camera coverage option where we would not be locked into paying for a whole new system with Sonitrol that will**

cost around \$30,000 to get 9 new cameras that may not keep up with changes in technology. Director Kissel remarked the camera resolution quality touted by Flock is somewhat similar to the new system offered by Sonitrol and that we will be able to see how well the Flock system resolution will be once it is in place as it will need to be installed somewhat further away from the gates. He also suggested that we try the Flock system for one year to see how well it will work. Director Joshua Clark motioned to accept the contract with Flock Safety for one year at the Mini Storage gate in an amount to not exceed 2,500.00. Director Angela Johnson seconded. All voted aye.

**8. 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:**

1) **President Doris Miller reported an incident at the Upper Flying C gate where she caught 2 youths riding the gates. She talked to them, asked them to stop and for their parent’s information. She emailed the parents to let them know.**

2) **One of the lights at the Upper Flying C gate needs to be replaced.**

**b. General Manager’s Report:**

1) **On October 30 GM took Auditor Controller training class for new FENIX system they have installed and are upgrading Payroll and Voucher systems among other areas. You will notice the look of the new voucher forms.**

2) **Cameras caught 2 incidents: 1) A woman called to report the Strolling Hills gate closed on her, damaging her truck. When GM reviewed the video, she saw the woman went through the exit gate as the gate was closing, so she actually hit the gate – no damage to the gate. 2) A neighbor called to report the Mini Storage gate was hit and she gave GM the time the gate was hit, the LP number, make and model of the truck that hit it and description of the driver. GM was able to confirm this through the camera footage at Mini Storage gate, though it was very hard to see the LP and even the type of truck it was, due to the position of the camera, and quality of the camera recording which was pretty fuzzy.**

3) **GM got 3 proposals for the 2020 Roadside Easement Weed Control project, on October 18 (the due date). GM sent out 4 RFP’s:**

- o **Jones Bros. Pest Control Inc., \$9,000 (needless to say they got the contract)**
- o **All Green Landscape Solutions 0**
- o **El Dorado Weed Control \$12,069.38- \$13,069.38 (depends on how much touch up is needed in June)**
- o **Excel Tech Inc., Tree, Weed & Turf \$17,918 - if touch up needed add \$4031 for total \$21,949!!**

4) **The Directors needing to take Ethics Training next year: Director Miller, Director Sholl, Director Kissel, Director Johnson. All Directors to take Statement of Economic Interest Form 700 next year.**

5) **Resident Tom Garrett volunteered to perform some of the handy man tasks we need done; so far he will fix the poles at the Mini Storage gate, he reinstalled a sign down on Strolling Hills, he will take care of trimming the cypress at the Strolling Hills monuments (in front of the gates).**

6) **You all asked GM for the amount spent to get financing information from CSDA and David McMurchie: \$2880.00**

**9. Recess to Closed Session**

Pursuant to Government Code Section 54957 regarding the General Manager's Performance Evaluation.

*Attachment: CECSO Annual Personnel Evaluation for General Manager.*

**10. Reconvene to Open Session: Closed Session Report on General Manager's Performance Evaluation**

The Board will report closed session actions regarding the General Manager’s performance evaluation.

Board Discussion/Public Comment/Board Action

**The Board gave the General Manager a copy of their evaluation. No motion. No action.**

**Adjournment: The meeting was adjourned at 9:47 p.m.**

**Next Regular Board Meeting: January 16, 2020**

**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](http://cameronstates.net). Americans with Disabilities Act: if you need a disability related modification or accommodation to participate in this meeting, please contact Karen Moonitz 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.**