

**Cameron Estates Community Services District Minutes
Regular Meeting: Thursday, March 19, 2020, 7:00 p.m.,
5030 Sleepy Hollow Road, Cameron Park**

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 Angela Johnson, Director James Sholl, Director Joshua Clark, Director Lynn Kissel.
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 Joshua Clark, Director Angela Johnson, were in attendance. Director James Sholl was absent. General Manager recorded the minutes.

2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
General Manager stated: Before Approval of the Agenda, there is a change in the Agenda; Item 7) Cautionary Sign Requested Neigh Group at Gates is being removed from this meeting's Agenda due to the Corona Virus concerns. Director Johnson moved to approve the Agenda as is with the removal of Item 7. Director Clark 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 January 16, 2020.
Attachment: Minutes - January 16, 2020.
 - b. **Financial Reports:** accepted as presented from County for January, February 2020.
Attachments: Revenue and Expenditure Report; General Ledger, January, February 2020.
 - c. **Approval of Bills:** January 27, February 3, 27, March 3, 13, 19, 2020.
Attachments: Vouchers January 27, February 3, 27, March 3, 13, 19, 2020.
 - d. **CSDA Board of Directors Call for Nominations for Seat C.**
Attachments: Letter dated 1/27/2020 and Nomination information attachments for Seat C.
 - e. **LAFCO Notice of Alternate Public Member Vacancy 2020.**
*Attachments: Press Release: LAFCO Notice of Alternate Public Member Vacancy 2020.*Board Discussion/Board Action
Director Johnson moved to approve the Consent Calendar as is. President Miller seconded. All vote aye.

4. **Open Public Forum**
The Public has the opportunity to comment on subject matter relevant to CECSO business.
No one from the public attended.

5. **Adjustment of the Fiscal Year 2019-2020 Final Budget**
The Board will consider the General Manager's recommendation to amend the Adjusted 2019/2020 Final Budget to reflect increases in costs in various budget categories.
Attachment: Adjusted 2019-2020 Final Budget; Amended March 19, 2020 Final Budget 2019-2020
Board Discussion/Public Comment/Board Action
The General Manager explained to the Board that she went over the 2019/20 Adjusted Final Budget and increased the dollar amounts in a few of the categories where expenses were running higher than budgeted. Director Kissel moved to approve the amended budget as proposed by the General Manager. Director Johnson seconded. All voted aye.

6. **CECSD 2020 Road Work Project**

The Board will discuss the work to be done in 2020.

- a) Road Committee will present the scope/description of work for the road bid package for 2020.

Attachment: 2020 Excel Road Surveys, Road Committee Scope Review, Culvert Work Scope.

Board Discussion/Public Comment/Board Action

Road Chair Angela Johnson presented the potential road bid scope for the 2020 road work project completed by the Road Committee. Road Chair Johnson explained that she and Committee Member, Director Joshua Clark went over all the road surveys the rest of the Directors had completed, and marked road and culvert issue areas on the map created by Director Kissel and on the corresponding roads that they felt were the most important to address for the upcoming 2020 road project. Director Johnson emphasized that while there are a lot of problems areas in the roads all over the District, they had to focus on the most critical or dangerous potholes and culverts to fix this year without going over the amount of road money available. Thus, they had to cut out a lot of the areas the rest of the Directors had marked as important based on these criteria, and almost every road will be addressed. Director Miller asked how much road money was available. General Manger said approximately \$214,000 is available this year. Road Chair Johnson said, based on approximate figures for pot hole repair and culvert work, the project could run \$125,000 (+10% for change order would be \$137,500). Additionally, Director Johnson thinks that crack sealing could be done on Upper Flying C later this year, in September or October. The Road Committee's plan this year is to fix all the critical pot hole and culvert work, so another large necessary road project could be done next year. President Miller motioned to approve the scope of road work presented by the Road Committee for 2020. Director Kissel seconded. All vote aye.

- b) Road Chair Director Angela Johnson will give a report on the work completed at the Cambridge/Upper Flying C gates.

Attachment: Report from Director Johnson

Board Discussion/Public Comment/Board Action

Director and Road Chair Angela Johnson gave the Board a review of the work that was completed on the Upper Flying C gates. Director Johnson explained that she got 2 bids (2 of the 3 she contacted gave bids). Veerkamp got the project. They tore out a 30' x 88' section of asphalt around the gates. Capitol Iron came in and replaced all the loops with under asphalt build loops. Veerkamp then came in and installed new asphalt in the areas they tore the old out. They also replaced a section of the shoulder just past the exit gate with the asphalt they had left at no charge. And they restriped the new section of asphalt as it was before the tear out. At the same time the Road Committee, with the approval of the Board President, also had Veerkamp clear out a culvert and reshape and rock line a 217' foot section of ditch on Strolling Hills Road that was eroded causing flooding and water running over the road. Director Johnson reported that our handyman repaired the small section of fence in front of the gates by removing the old section of concrete that was falling apart and put in new footings for the fence and reset the fence. The Board agreed it looks much better and cleaner. No motion. No action.

7. **Cautionary Signs Requested by NEIGH at Gates**

The Neighbors Engaged in Good Horsemanship (NEIGH) group will present signs to the Board they would like to donate and place at all three gate entrances.

Attachment: Cautionary sign example.

Board Discussion/Public Comment/Board Action

*****Removed from this Board Meeting Agenda*****

8. **Flock Security Cameras and Sonitrol Proposals**

The Board will discuss the Flock Safety camera situation and revisit the proposals from Sonitrol.

Attachment: Flock Group camera service agreement, Sonitrol Proposals a), b) and c).

Board Discussion/Public Comment/Board Action

Director Clark reported that Flock Security has been very unresponsive to his requests to come out and place a camera at the Mini Storage gate, as their representatives could not agree upon the location to place the camera. Director Clark recommends that we cancel the contract with Flock Security and request they give us our money back for the camera and site location visit. The Board discussed going

back to Sonitrol's proposals and consider their proposal again, however the new camera system would cost over \$10k per gate and still rely on the old DSL and cell modem connections. The Board decided to wait to go forward with a new camera system as technology is advancing so fast that we can revisit this issue when a viable affordable option becomes available. General Manager reported that the cameras at the Mini Storage gate and Strolling Hills gates are not working. Director Kissel said he will go out and check the connection of the cell modem at the Mini Storage (Gate 2) cameras and Strolling Hills (Gate 1) cameras. Director Johnson motioned to terminate the contract with Flock Security. President Miller seconded. All voted aye.

9. **Consolidated General Election to be held November 3, 2020 Resolution 2020-01: Declaring an Election Be Held in its Jurisdiction, Consolidation with other Districts, Requesting Election Services; Nomination of Candidates:**

The Board will adopt Resolution 2020-01 for the election in November.

Attachment: Notice of Consolidated District Election, Resolution 2020-01

Board Discussion/Public Comment/Board Action

Two Board of Director seats are coming up for reelection held by Director Joshua Clark and Director Angela Johnson in the November 3, 2020 election. President Miller motioned to adopt Resolution 2020-01: Declaring an Election Be Held in our Jurisdiction in November 3, 2020. Director Johnson seconded. All voted aye.

10. **Handyman Requests Increase in Hourly Rate**

The Board will discuss the request made by the handyman to increase his hourly rate.

Attachment: Letter from Isaias Garcia

Board Discussion/Public Comment/Board Action

Director Johnson explained that the Handyman, Isaias Garcia, requests the increase because he wants to use his own equipment to complete any of the jobs the District asks. If we are to keep him at \$35 an hour, he will need to rent the equipment to complete the tasks. Director Johnson said that she compared the numbers and if he rents the equipment it will cost as much as or more money to complete the jobs as it would to increase his hourly rate. President Miller motioned to approve the Handyman's hourly rate to \$45 an hour. Director Clark seconded. All vote 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 Johnson presented the updated Road Work Project Bid Package. President Miller reported that she is hearing about more people who have lost their fire insurance in the District.

b. General Manager's Report

General Manager reported that our gate contractor, Andrey Zhdanov – Capitol Iron, took the Mini Storage gate on the 19th (of March) and thinks he can bring it back the next day (the 20th). He wanted to wait until he had a turn around time to take it back to his shop and fix it and bring it back within a couple of days. The Mini Storage manager's insurance company covered the complete cost of the repair. The Budget Committee meeting needs to find a date to meet soon. Directors Kissel and Sholl need to complete the AB Ethics 1234 and Directors Kissel and Clark need to complete the Economic Interest Form 700. Director Clark said he will send a copy of his completed 700 form to the General Manager.

Adjournment: The meeting was adjourned at 8:46 p.m.

Next Regular Board Meeting: May 21, 2020

NOTE: For copies of support documentation to the agenda contact CECSO office at 677-5889/cecsd@att.net. Costs are \$.10 per copy. You can also access the agenda item documents at the CECSO website: 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.