

**Cameron Estates Community Services District MINUTES**  
**Regular Meeting: Thursday, May 21, 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 2 minutes per speaker and 20 minutes per item.

1. **Call to Order/Roll Call:** President Doris Miller, Vice President Angela Johnson, Director Lynn Kissel, Director James Sholl, Director Joshua Clark.  
**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 Angela Johnson, Director Lynn Kissel, Director James Sholl and Director Joshua Clark were in attendance. Robert Lewis from Pro Builders was in Attendance, resident Andrew Wass came in at 7:35 p.m. General Manager recorded the minutes.**
2. **Approval of Agenda**  
Board Discussion/Public Comment/Board Action  
**Director Kissel moved 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 March 19, 2020.  
*Attachment: Minutes - March 19, 2020*
  - b. **Financial Reports:** accepted as presented from the County for March 31, 2020 and April 30, 2020  
*Attachments: Revenue and Expenditure Report; General Ledger, March 31, 2020 and April 30, 2020*
  - c. **Approval of Bills:** March 17, 24, 26, April 23, 24, May 21, 2020  
*Attachments: Vouchers: March 17, 24, 26, April 23, 24, May 21, 2020*
  - d. **Yearly Parcel Quest 2020/21 Lien Date Roll DVD**  
*Attachments: Group Order Form*
  - e. **LAFCO Proposed Budget for Fiscal Year 2020-2021**  
*Attachments: LAFCO Proposed Budget Fiscal Year 2020-21*  
Board Discussion/Board Action  
**Director Kissel moved to approve the consent calendar as submitted. Director Johnson 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. **Consolidated General Election to be held November 3, 2020 REVISED 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 REVISED Resolution 2020-01 for the election November 3, 2020.  
*Attachment: Notice of Consolidated District Election, REVISED Resolution 2020-01*  
Board Discussion/Public Comment/Board Action  
**General Manager explained that County Elections sent us an incorrect Resolution form in March, where the term was set to expire in 2020, when it should have read 2024. They sent this corrected version after the March meeting, so we need to pass a REVISED Resolution 2020-01. Director Johnson motioned to adopt REVISED Resolution 2020-01. Director Clark seconded. All voted aye.**
6. **Public Hearing: Appropriations Limitations Resolution 2020-02**  
The Board is holding a public hearing to present the Appropriations Limitations for fiscal year 2020-2021.  
*Attachment: Resolution 2020-02 Appropriations Limitations*  
Board Discussion/Public Comment/Board Action

**Director Johnson moved to adopt Resolution 2020-02 Appropriations Limitations. Director Kissel seconded. All voted aye.**

**7. Public Hearing: CECSO Proposed Budget for Fiscal Year 2020-2021 and Resolution 2020-03**

The Board is holding a public hearing to present the CECSO Draft Proposed Budget for 2020-2021. The Board will adopt Resolution 2020-03 for the Proposed Budget for Fiscal Year 2020-2021.

*Attachment: Resolution 2020-03, 2020-2021 Proposed Budget with 2019-2020 Budget Comparisons & Actuals*

Board Discussion/Public Comment/Board Action

**General Manager explained that the Budget Committee met on April 13 and came up with a proposed draft budget for fiscal year 2020/2021 using March 2020 financial figures from the county. Since she got the financial reports for April 30, 2020 from the county before the meeting, she used the most current figures to update the proposed budget. She showed the Board that as of April 30, the county shows we have in our account a little more than what we budgeted for our Ad Valorem money, and we have received almost all of our Special Tax money. Director Johnson motioned to adopt Resolution 2020-03 adopting the proposed budget for fiscal year 2020/2021. Director Clark seconded. All voted aye.**

**8. Roadside Easement Weed Control Spraying 2021**

The General Manager is seeking Board approval to contact weed control contractors to send requests for proposals for district roadside easement weed spraying for the year 2021.

*Attachment: CECSO Request for Proposal 2021 Roadside Easement Weed Control*

Board Discussion/Public Comment/Board Action

**General Manager told the Board she got a call from the person who bought the Mosbacher weed spray business and he would like to bid for the weed spraying next year. Director Johnson motioned to approve the General Manager go out for bids for road easement spraying for the year 2021. President Miller seconded. All voted aye.**

**9. CECSO 2020 Road Work Project Bid Opening**

The Board will open sealed bids submitted from contractors, review bid amounts and receipt of required paperwork, and accept the lowest responsible bid for the CECSO 2020 Road Work Project.

*Attachments: List of Contractors present at the drive-thru, and received sealed bid packages, 2020 Bid Opening Results sheets*

Board Discussion/Public Comment/ Board Action

**General Manager showed Director Johnson, the Road Chair, the bidder sign in sheet from the walk through where she recorded the date and time the sealed bids were turned in. She also gave receipts to each contractor that turned in their sealed bids. Director Johnson opened the sealed bids in the order they were turned in. Pro Builders' total bid was \$168,000. Joe Vicini's total bid was \$98,068. Doug Veerkamp's total bid was \$118,111.41. Macauley Construction's total bid was \$121,869. Director Johnson made sure each sealed bid had the Bid Bond, stamped Non-Collusion affidavit, designation of subcontractors listed, and all the information in the bid form. All had the required documents and are considered responsible bids. Per California Public Contract Code, the District is required to award the contract to the lowest responsible bidder which is Joe Vicini. President Miller motioned to accept the lowest bid from Joe Vicini for \$98,068.00 for the Road Work for 2020. Director Clark seconded. All voted aye.**

**10. CECSO 2020-2021 Road Matters and Road Work**

Resident Andy Wass wants to access a PG&E power line for his property via burying the power line instead of drawing the line overhead. He has asked the District for permission to excavate Native Lane to bury the power line.

*Attachment: Andy Wass email to District*

Board Discussion/Public Comment/Board Action

**The Board discussed with resident Andy Wass his concerns about whether he should pull a power line for his property on Native Lane overhead or underground. It was made clear to Andy Wass that the District cannot give permission for how he chooses to place his power lines, as that is between him and PG&E. However, if he places his power line underground and the trenching for the power line exceeds**

the easement width and causes damage to Native Lane, he will be responsible for repairing Native Lane. The Board also made clear that the District needs to hire the contractor to fix the road, as the District owns the road, and he (Andy Wass) will pay the District the cost the contractor charges to fix the road to as is or better condition. Director Kissel moved to allow resident Andy Wass, if he decides to place his power lines underground, to trench Native Lane if necessary, with the understanding that he will be responsible to repair the road to original or better condition at no cost to the District. President Miller 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 Kissel suggested the District needs to keep a record of the road work on each segment of the District's roads and the cost for the repairs of each segment. He would like to create a metric that will track this.**

**b. General Manager's Report**

**The General Manager reported that she contacted Flock Security and canceled the contract and got the full refund amount of \$2,536.25. General Manager also asked that the Directors, who have not already done so, get a copy of the Statement of Economic Interest Form 700 to her.**

**Adjournment: The meeting was adjourned at 8:10 p.m.**

**Next Regular Board Meeting: July 16, 2020.**