

Cameron Estates Community Services District MINUTES
Regular Meeting: Thursday, September 17, 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 and 20 minutes per item.

1. **Call to Order/Roll Call:** President Doris Miller, Vice President Angela Johnson, 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 Angela Johnson, Director Lynn Kissel, were in attendance. Director Joshua Clark was absent. Director applicants Cory Hamma and Carl Bergsten were present. General Manager recorded the minutes.
2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Director Kissel moved to approve the Agenda as submitted. Director Johnson 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 16, 2020
Attachment: Minutes - July 16, 2020
 - b. **Financial Reports:** accepted as presented from County for June, July, August, 2020, year-end 2020
Attachments: Revenue and Expenditure Report; General Ledger, June 30, July 31, August 31, 2020, year-end 2020
 - c. **Approval of Bills:** July 14,15,16,17,24,24-2, August 5,25, September 8,17, 2020
Attachments: Vouchers: July 14,15,16,17,24,24-2, August 5,25, September 8,17, 2020
 - d. **El Dorado County Auditor Office 2019/20 Direct Charges**
Attachment: 2020/2021 Direct Charges for code 680 received, accepted, and processed
 - e. **El Dorado County Auditor Office 20/21 Estimate of Current Year Property Tax Revenue**
*Attachment: 20/21 Estimate of Current Year Roll Property Tax Revenue for CECSD.*Board Discussion/Board Action
General Manager reported she did not receive the El Dorado County year-end 2020 reports under item 3b., before the meeting and she did not receive 3e., El Dorado County Auditor Office 20/21 Estimate of Current Year Property Tax Revenue before the meeting. She removed those items shown as attachments from the Consent Calendar. Director Kissel moved to approve the Consent Calendar with the changes. Director Johnson seconded. All voted aye.
4. **Open Public Forum**
The Public has the opportunity to comment on subject matter relevant to CECSD business.
3 residents addressed the Board about problems with trees overhanging Flying C Road that are causing damage to trailers, campers/motor homes because the trees are so low. Additionally, they think the trees represent a fire hazard and are concerned that fire trucks may not be able to access residents in the District because of the low hanging tree branches. Another big danger they brought up is that many with larger vehicles must travel the curvy roads in the center of the road to avoid the trees and have met other cars almost having an accident. Thus, they are also concerned an accident will happen if the trees are not taken care of. They asked the Board to consider contacting the residents who are not trimming their trees and enforcing that they trim the dangerous tree limbs.
5. **Resolution 2020-06 In Appreciation of Dedicated Service By CECSD Director James Sholl**
The Board will recognize the 18 years of service by Director James Sholl as he has resigned from the CECSD Board of Directors effective August 1, 2020.
Attachment: Resolution 2020-06
Board Discussion/Public Comment/Board Action

General Manager explained that the Directors would like to recognize the dedication, steadfast and faithful service of Director James Sholl who served the District as a Director for 18 years, skillfully holding the offices of President, Vice President and Road Chairman for many of those years. He also served as a volunteer who provided knowledge and advice to the Board for 15 years before he became a Board Director. So, she had a plaque made and it will be presented to former Director Sholl as well as this Resolution at a later date when he can attend a meeting to receive them. Director Johnson moved to approve the Resolution. Director Kissel seconded. All voted aye.

6. Appointment of New Director to Replace James Sholl

The Board will interview the applicants for appointment for the vacated director position. The Board will appoint the new director and the Oath of Office will be administered.

Attachments: Applications for Appointment to the Board of Directors

Board Discussion/Public Comment/Board Action

The Board interviewed the two applicants: Carl Bergsten and Cory Hamma. The Directors discussed the merits of each candidate and chose to appoint Cory Hamma. President Miller motioned to appoint Cory Hamma as the new Director of the CECSD. Directory Kissel seconded. All voted aye. Cory Hamma was sworn in shortly thereafter by the General Manager.

7. CECSD Board of Directors to Recommend Joshua Clark to Appointed Nominee Candidate Appointed by El Dorado County Board of Supervisors.

Per Election Code 10515: The CECSD Board of Directors will recommend Joshua Clark to fill One (1) full term nominee for appointment to the CECSD Board of Directors by the El Dorado County Board of Supervisors.

Attachments: Full Term Appointed Candidate Form

Board Discussion/Public Comment/Board Action

President Miller motioned to submit Joshua Clark's name to the El Dorado County Board of Supervisors for approval to be appointed. Director Johnson seconded. All voted aye.

8. Adjustment of the 2020-2021 Final Budget

The Board will consider the General Manager's recommendation to adjust and amend the 2020-2021 Final Budget to reflect the figures shown on the year-end June 30, 2020 El Dorado County financial reports.

Attachments: Adjusted 2020-2021 Final Budget

Board Discussion/Public Comment/Board Action

The General Manager presented the adjusted 2020-2021 Final Budget using the June 30, 2020 El Dorado County Financial report figures. The General Manager explained she made a few adjustments to the amounts in different categories, and the most noticeable adjustment was moving \$55,000 dollars in reserve for emergencies from the Road Construction and Maintenance category to the Appropriation For Contingencies category. She made this adjustment so that the Road Construction and Maintenance category will now show the total amount available for any upcoming road projects. President Miller motioned to accept the Adjusted Final Budget for 2020-2021. Director Johnson seconded. All voted aye.

9. Annual Report Accounting for Special Taxes 2019-2020

The General Manager will submit to the Board the Annual Report Accounting for Special Taxes 2019-20.

Attachment: 2019-2020 Annual Report

Board Discussion/Public Comment/ Board Action

The General Manager presented the Annual Report showing the Special Taxes collected in 2019-2020 of \$173,091.22 was the exact amount spent as of June 30, 2020. Director Johnson motioned to accept the Annual Report. President Miller seconded. All voted aye.

10. CECSD 2019-20 Road Matters and Roadwork

a) The Road Chair will present to the Board the crack sealing and striping estimates by Wilson's Asphalt, Inc.

Attachment: Crack seal, road stripe estimates

Board Discussion/Public Comment/Board Action

Road Chair Angela Johnson reported she got a bid for crack filling Flying C Road from the upper Flying C Gate down to Cameron Road and that bid was \$9,550.00. Striping that road will cost 4,450.00. The bid for crack filling all of Cameron Road will cost \$14,950.00. The last bid was for striping Cameron Road which will cost \$12,500.00. She recommended not striping Cameron Road at this time

and to look at slurry seal coating it next year. The approximate cost for slurry sealing it would cost \$100,000.00 or \$.50 a square foot. This will help the road last for 10 years. The contractor can come out and look at Cameron Road later to help us decide if portions or all of it should be slurry sealed. Director Hamma moved to approve the first 3 items; crack filling Flying C Road, striping Flying C Road and crack filling for all of Cameron Road. President Miller seconded. All vote aye.

- b) The Road Chair seeks discussion and approval for hiring an engineer to perform 3-4 core samples on McNeil Road.

Attachment: None

Board Discussion/Public Comment/Board Action

Road Chair Johnson explained that she and Director Clark met with James Sholl and John Juhrend, an engineer with Geocon Consultants, Inc., to look at areas to draw core samples from McNeil Road. The cost for doing this is approximately \$500 per sample and she is not sure how many samples will be needed. John Juhrend will bring a machine to dig out the samples so they can analyze what is under the road. He will not charge for his services, only for the core samples and may need 3 or 4 and possibly one more. She explained taking and testing core samples on that part of McNeil Road is necessary because it is on a heavily water saturated area and we need to know what is under the road in order to know how to fix it. She is asking for Board approval to get the core samples to analyze what is going on with this road. Director Hamma moved spending up to \$2,500 for core samples on McNeil Road. President Miller seconded. All voted aye.

- c) The Board will discuss possible road work, and projects for the 2021 Road Bid Package.

Attachment: None

Board Discussion/Public Comment/Board Action

Road Chair Johnson explained although it is early in the process the Board needs to start thinking about what road projects we need to look at for next year. McNeil Road could be one or part of another project. We could do the slurry on a portion of Cameron Road, and there will always be more potholes. She thinks the Board needs to survey their roads and come up with possible project ideas. Director Hamma said he can bring some suggestions or solutions for how to possibly use GIS to look at the road conditions and mark them at the November meeting, so that by January we can have a good survey. Director Kissel suggested the handy man fix a few small potholes on Ridge Pass Drive now. No Motion. No Action.

- d) The Board will discuss hiring a contractor to trim trees and brush along the roads and road easements.

Attachment: None

Board Discussion/Public Comment/Board Action

The Board discussed the points brought up by the residents that came to the meeting tonight and told the Board their concerns over the many dangerous tree limbs hanging over Flying C Road. They agreed our trees and brush are completely out of control. They also discussed how many tree limbs and brush are invading the road and road easements on many other roads in the District, causing similar problems and they have the same concerns on these roads. Director Kissel noted how residents are not paying attention to the tags Directors place on the offending tree limbs and brush and the District should hire a crew to remove the most dangerous trees in the District. They discussed the usual approach using the easement maintenance policy will take too long to get results and that we need to remove the dangerous trees now and not wait. Director Johnson noted that some will say the District hiring a company to trim these trees is unfair for those who do, but it is more important to do this now for the safety of the District. The other Directors agreed. Director Hamma motioned to hire a tree and brush trimming service for the purposes of improving safety and access of an amount up to \$20,000. Director Kissel 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 presented his Road Work Estimator; a tool for estimating the cost of road work, and explained all the elements of it. It is based on rates for actual work done and it is supposed to give a simplified big picture of our road work. It is adaptive and has a lot of adjustable rates. The goal is to start a list of all different road projects and to build a five-year plan to give estimates of completing

those projects with this tool. He asked the Directors to send him any proposals from years back to add to the RWE. Director Johnson reported that all the Private Road and NEIGH “Welcome to Cameron Estates, Please Slow Down” signs were installed, as were stop signs and various missing street signs.

b. General Manager’s Report

The General Manager reported that she will be changing the gate entrance code at the beginning of October. She ordered signs to be placed on all the gate pillars facing residents as they exit the gates, like the meeting signs, so residents can see the message that the gate entrance code will be changing and the new number will be given via District email. Also, the road side easement weed spray RFP’s were sent out and she will report back in November who will be hired. Finally, the audit team will be coming to her house on the 28th and 29th of September and she will report back in November on that issue.

Adjournment: The meeting was adjourned at 9:39 p.m.

Next Regular Board Meeting: November 19, 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: cameronestates.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.