

Cameron Estates Community Services District Minutes
Regular Meeting: Thursday, November 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 and 20 minutes per item.

1. **Call to Order/Roll Call:** President Doris Miller, Vice President Angela Johnson, Director Joshua Clark, Director Lynn Kissel, Director Cory Hamma. **The meeting was called to order by President Doris Miller at 7:16 p.m. General Manager Karen Moonitz conducted roll call. All Board Members were present. The General Manager recorded the minutes.**
2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Director Lynn Kissel motioned to approve the Agenda as submitted. Director Cory Hamma 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 17, 2020
Attachment: Minutes – September 17, 2020
 - b. **Financial Reports:** accepted as presented from County for Year-end 2020, September 30, October 31, 2020
Attachments: Revenue and Expenditure Report; General Ledger, Year-End 2020, September 30, October 31, 2020
 - c. **Approval of Bills:** September 17, 28, October 20, 26, November 10, 19, 2020
Attachments: Vouchers: September 17, 28, October 20, 26, November 10, 19, 2020.
 - d. **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
Director Lynn Kissel motioned to approve the Consent Calendar as submitted. Director Angela Johnson seconded. All voted aye.
4. **Open Public Forum**
The Public has the opportunity to comment on subject matter relevant to CECSD business.
No public attendance.
5. **CECSD 2020-21 Road Matters and Roadwork**
The Board will discuss possible road work projects for 2020-2021 and:
 - a) The Road Chairman will review Road Assignments with the Directors for 2021, 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 January 11, 2021 so that the completed forms can be reviewed and discussed at the January 21, 2021 Board Meeting where road projects for 2021 will be prioritized.
*Attachment: 2021 Director Road Assignments, Director Road Survey Forms, Road Conditions Legend, Summary Sheet, Kissel Map, 2021 Timeline, Top Tips*Board Discussion/Public Comment/Board Action
Road Chair Director Angela Johnson went over the road assignments for all the Directors. She instructed everyone to only list all road issues that are serious, high priority issues, and instead of marking pot holes with paint, show the address on their lists and describe the problem clearly. Those that can take pictures with their phones can send those and add notes on the forms to go along with the pictures to Road Chair Director Johnson and Committee member Director Clark. Director Johnson reminded everyone to notate the information on their survey sheets following the Road Conditions Legend i.e., mark if it is an edge, or middle of the road and make sure they list the location

of the issue. Director Clark asked for the amount of road money available. General Manager replied if all the Special Tax and ad valorem monies come in this year we should have \$252,000 available. Director Johnson added that she would like to see more crack sealing and tree trimming done next year in addition to road work. Director Clark reminded everyone there may be culvert work that needs to be done as well. Director Hamma reported a culvert may be blocked on Cameron Road and will send his information for that culvert to Director Johnson. Director Johnson asked all the Directors to send the surveys to her and Director Clark by January 11, 2021. No motion. No action.

b) The Road Chair will discuss the 2 core samples performed by Geocon on McNeil Road.

Attachment: Report from Geocon Consultants, Inc.

Board Discussion/Public Comment/Board Action

Director Johnson reported Geocon Engineer John Juhrend had two core samples dug out of McNeil Road to find out what is going on under that road. The results of the samples show that the subgrade soil is wet and has the poorest strength for road integrity. Their recommendation is to remove and replace (R&R) the worst section which is 280' x 18' and overlay the other section that has minor cracking and no major bearing failure with 2.5" of hot mix asphalt. Director Johnson reported that she also asked John Juhrend for his recommendations for fixing the water problems and he recommends to dig out 12 to 18 inches of the current material, place a geogrid on top of the dirt, add 8" of aggregate base, and top that with 3" of hot mix asphalt. He estimates the cost for this fix to be \$75,000. The road has gotten progressively worse since it was looked at a year ago and needs to be fixed. The rest of McNeil is ok and can wait for an overlay. No motion. No action.

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

Attachment: Road Committee Culvert Survey 2019

Board Discussion/Public Comment/Board Action

Directors Johnson and Clark recommended the road projects for next year to look at are: McNeil R&R; the cul de sac on Brookside, the 2 sections on Flying C Court; whatever the road surveys come up with (dangerous pot holes) and shoulder backing needs to be done on Flying C and Cameron Road. Longhorn Ridge Road has a bad section and Director Johnson recommended for all the directors to drive Longhorn Ridge Road and report back what they think about the condition of it. No motion. No action.

6. 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 reported that HG Tree Service completed all the brush and tree trimming for all of Cameron Road and Flying C Road for \$18,000. She was pleased that they did more than they were contracted to do. Wilson's Asphalt completed all the crack sealing on Cameron Road and Flying C Road. They striped Flying C and included the 4 stop striped lanes for no additional charge. All the Directors were pleased with the results. Director Johnson reported that a resident wrote several emails to the General Manager and Director Johnson, and wanted her complaints read to the Board. Director Johnson reported her complaints as follows: this resident thought it was unfair for the District to pay to have all the trees trimmed on Flying C and Cameron Road and not charge the residents for their own trees that needed to be trimmed on those roads, in accordance to the District's Road Easement Maintenance Policy. When responding to her emails, Director Johnson and the General Manager explained to this resident that at the September Board meeting the Board discussed starting the process of invoking the Easement Maintenance Policy, but because of the danger of the low tree limbs and brush hanging over and into the lanes of those roads, causing drivers to swerve into the oncoming traffic lane to avoid them, the Board chose to hire a tree trimming service to have the trees trimmed now and not wait to invoke the Easement Policy which can take months to complete. This resident was told that the item was part of the September Board Meeting Agenda that was publicly posted 72 hours before the meeting and this resident chose not to be present at this meeting to discuss her objections. The General Manager and Director Johnson explained to this resident that the language in the Easement Maintenance Policy and the Resolution passed that adopted it, clearly gives

the Board the authority and ability to choose to collect any charges for the removal of trees, tree limbs and brush in the District. They didn't in this case because of the necessity to have the trees trimmed now because of the danger to residents and visitors, and liability for the District. Further, the General Manager reminded the Board of the District's Policy and Procedure 5040.1 which states, "Actions by the Board of Directors include but are not limited to the following: 5040.1.1 Adoption or rejection of regulations or policies."

Director Hamma reported that text messaging may be a good format to send brief messages to residents for things such as gate code changes. He explained that the service he is looking will allow one to send 1400 message per month for \$29 and it is a service that is pay by the year (\$348.00 per year). It could be tried for a few months without a yearly commitment. He discussed possibly using surveys sent to residents to gauge interest and will send out some feelers in other venues to see how many residents might be interested in doing this. He also would like to explore internet connectivity in the District by trying to get fiber optic cable installed in the District through various means. He explained he has several ideas and leads for how this could be achieved and will report back at the next meeting on this.

b. General Manager's Report: General Manger reported that the potholes on Ridge Pass Drive were fixed by the handyman. She also reported that she got the bids back from the 3 weed spray companies she sent requests for proposals to. The results are: Jones Bros Pest Control, Inc., bid \$9,9750.00; Pest Control Center Inc., bid \$16,960.00; and El Dorado Weed Control bid \$8,900.00. El Dorado Weed Control was the lowest bidder so they got the contract for 2021.

7. **Recess to Closed Session**

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

Attachment: CECSD Annual Personnel Evaluation for General Manager.

8. **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 her annual evaluation. No motion. No action.

Adjournment: The meeting was adjourned at 9:00 p.m.

Next Regular Board Meeting: January 21, 2021

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.