

Cameron Estates Community Services District Minutes
Regular Meeting: Thursday, November 18, 2021, 7:00 p.m.
Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park
Education Building Multi-Purpose Room

In accordance with new guidance from the California Department of Public Health, Board meetings will be open to the public. Members of the public may address the Board in person.

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 7:00 p.m. General Manager, Karen Moonitz conducted roll call. President Doris Miller, Vice President Angela Johnson, and Director Lynn Kissel, were present. Director Joshua Clark and Director Cory Hamma were absent. General Manager, Karen Moonitz recorded the minutes.

2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Director Lynn Kissel motioned to approve the Agenda as submitted. Director Angela 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 September 16, 2021.
Attachment: Minutes – September 16, 2021.
 - b. **Financial Reports:** accepted as presented from County for; June 30, July 31, September 30, Year-End 2021, October 31, 2021.
Attachments: Revenue and Expenditure Report; General Ledger, June 30, July 31, September 30, Year-End 2021, October 31, 2021.
 - c. **Approval of Bills:** September 16, 24, October 25, 2021.
*Attachments: Vouchers: September 16, 24, October 25, 2021.*Board Discussion/Board Action
Director Lynn Kissel motioned to approve the Consent Calendar as submitted. President Doris Miller seconded. All voted aye.

4. **Annual Report Accounting for Special Taxes 2020-2021**
The General Manager will submit to the Board the Annual Report Accounting for Special Taxes 2020-21.
Attachment: 2020-2021 Annual Report for Special Taxes.
Board Discussion/Public Comment/ Board Action
General Manager Karen Moonitz explained to the Board that per state law, this report must be done annually to report to the Board how much special tax is collected and expended in the fiscal year 2020-2021. She reported that the CECSO received \$171,837.13 and expended \$171,837.13 in the fiscal year 2020-2021 as of the close of the fiscal year June 30, 2021. The report is attested which means signed in front of the Board by the General Manager then gets sent to El Dorado County Auditor Controller in the Direct Charges package for fiscal year 2022/2023. No motion. No action.

5. **Open Public Forum**
The Public has the opportunity to comment on subject matter relevant to CECSO business.
No comment.

6. **Adjustment of the 2021-2022 Final Budget**

The Board will consider the General Manager's recommendation to adjust and amend the 2021-2022 Final Budget to reflect the figures shown on the Year-End 2021 and June 30, 2021 El Dorado County Financial Reports.

Attachments: Adjusted 2021-2022 Final Budget.

Board Discussion/Public Comment/Board Action

Director Kissel asked what our fiscal year runs, General Manager answered, it begins July 1, 2020 and ends June 30, 2021. He also asked for clarification on which column shows the amount of money the District currently has and the General Manager responded it is shown in the Equity in Pooled cash column in the June 30 and year-end financial statements. Director Kissel remarked that in times of inflation, which we are in, every year any money that is carried over is worth less and less. He advocates that we spend as much as we can for road projects now. Director Angela Johnson Motioned to approve the adjustment of the 2021-2022 final budget. Director Lynn Kissel seconded. All voted aye.

7. **CECSD 2021-2022 Road Matters and Roadwork**

The Board will discuss road work matters for 2021 and 2022:

a) The Road Committee will report that tree trimming approved at the September Board Meeting has been completed for \$15,000 and an urgent culvert clean out, ditch reshaping, and installation of a catch basin to divert water into the culvert on Ridge Pass Road was completed by Veerkamp in the amount of \$2,469.77.

Attachment: None

Board Discussion/Public Comment/Board Action

Director Angela Johnson reported that the tree trimming in the District has been finished for the year. The final cost for the trimming in November was \$15,000 and they did a great job. Director Clark and the foreman for the tree company reviewed all the trimming they did on the various roads and he approved of all they did. Director Johnson also reported that an urgent need to clear a blocked culvert was completed quickly and successfully and Veerkamp even asphalted part of the ditch and a well around the intake side of the culvert. No motion. No action.

b) The Road Committee will review the Road Assignments with the Directors and explain the procedures to follow for filling out the survey forms. Road surveys need to be submitted to the Road Chairman by January 10, 2022 so that they can be reviewed by the Road Committee and discussed at the January 20, 2022 Board Meeting where road projects for 2022 will be prioritized.

Attachment: 2022 Director Road Assignments, Director Road Survey Forms, Road Conditions Legend, Summary Sheet, Kissel Map, 2022 Timeline, Road Committee Report.

Board Discussion/Public Comment/Board Action

Director and Road Committee member Angela Johnson explained that she and Director Joshua Clark changed some of road assignments for some Directors to better reflect assigning roads that are closer to where each one lives. Director Johnson asked the Directors to note which signs are missing or damaged and where they are located. Director Johnson also asked all to look at all the culverts and note where they are and what needs to be done. She also asked the Directors to only show pot holes that are dangerous or are in the middle of the road, which would cause drivers to swerve around them. Also important to report are the shoulders and ditching that are dangerous and deteriorating the road. Director and Road Chairman Joshua Clark wants the surveys to him by January 10, so we can all discuss them at the January 20 meeting. Director Johnson asked everyone to note the locations in detail and do not spray them, as Joshua and she will do that. Director Kissel mentioned that he will take pictures to go with his surveys. No motion. No action.

c) The Road Committee will discuss possible road work for the 2022 Road Bid Package. EID has informed the District that their water system replacement project is being postponed to 2023.

Attachment: Costs of Different Projects, 2021.

Board Discussion/Public Comment/Board Action

Because EID has postponed their water system replacement project to 2023 Director Johnson and Director Clark discussed the possibility of fixing a road that has no main line in the road, which would either be Fallen Leaf or Flying C Road. They hesitate spending on Fallen Leaf as a 20-acre parcel has

been split and the new owners will be developing parcels there. The Road Committee feels that Flying C Road from Strolling Hills Road to Lariat Road would be a good candidate for a road project for 2022 as it is in poor condition and has no road base. Engineers they have consulted suggest to put in 3” road base and 3” asphalt and that may cost \$400,000 to complete. Director Kissel suggests that along with a good repair to a part of one road we should take 2 or 3 tertiary roads and seal them. All agree, there is more discussion that needs to take place at the next meeting. No motion. No action.

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: **President Miller asked if there was a way to close off the dirt road off of Ridgepass Road as she saw a tent in the woods and thinks a homeless camp may be residing there. General Manager and President Miller will check this out. President Miller also commented there was a lot of gravel on Cameron Road that was left on the road after the rains washed it down from the gravel roads of the two properties on Cameron Road where building is taking place. President Miller would like to see it swept off the road. Director Johnson announced that Director Joshua Clark has been investigating having more fire hydrants installed in the District and will bring more information about this to the next meeting. Director Lynn Kissel noted he read an article about AB 361, which was recently passed right before the EO N 29-20 (which waved certain Brown Act requirements on holding remote meetings) expired on September 30, 2021, that would allow the Board to continue meeting remotely. General Manager Karen Moonitz replied that she is aware of AB 361, and we can’t meet remotely for convenience, there has to be a declared state of emergency in place and we would need to have our attorney draft a resolution, per AB 361 requirements, that we would have to vote on every meeting to allow us to meet remotely. Another concern General Manager Moonitz relayed to the Board, AB 361 also stipulates that if any connectivity issue arises at the meeting such that the public is not allowed to comment or ask the Board questions, the meeting needs to stop until the connectivity issue is resolved, and if it can’t be resolved the meeting must be adjourned. This is a big difference between it and the EO N 29-20, as this was not required per the EO. That will cause some big problems for our Board meetings if we meet remotely and have connectivity issues. General Manager Moonitz reported that at the September 16 Zoom meeting she was experiencing connectivity issues that could have disrupted the meeting. Director Johnson asked if hybrid meetings would be possible, General Manager Moonitz explained the same AB 361 requirements apply, plus she does not have a District lap top and does not want to use her personal cell phone for this.**

b. General Manager’s Report:

General Manager Karen Moonitz reported she sent 3 RFP’s for the 2022 Weed Spray to the same companies as last year, and received Proposals from all 3 companies. The results were: Pest Control Center Inc., was \$10,810.00. Jones Brother’s Pest Control, Inc., was \$9,250.00, and El Dorado Weed Control was \$8,799.00. They did our weed spray last year, and did a very good job. General Manager Moonitz explained she did not change the gate code yet, due to the Caldor fire as many residents were helping the evacuees with their animals, and she did not want a gate code change to add to the stress of that. She announced that Diane Burke will host a Cameron Estates Christmas ladies night on December 16, at 6:00 pm, at her house. General Manager Moonitz reported that President Miller saw some surveyors over by Gate 3, the Cambridge gate, spray painting dots on the road near and around the gates and asked the GM to find out what they were doing. General Manager Moonitz found out that they are working for CTA Surveying and Engineering, and were hired by ‘Latoya Pacific’ to survey the property that is or was owned by Cambridge Square Partners. They are surveying that property and the properties around it for the placement of Marble Valley Road, which will intersect with our side of Flying C Road/Cambridge Road. She did send all this information to our attorney so he would know about it as we have not heard anything about what is going on with Cambridge Square Partners.

9. **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.

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 recessed to Closed Session to perform the General Managers Performance Evaluation. The Board Reconvened a short time later to give the General Manager her evaluation. President Miller reviewed it with General Manger Karen Moonitz and remarked she is doing a great job. No motion. No action.

Adjournment: The meeting was adjourned at 8:21 pm.

Next Regular Board Meeting: January 20, 2022

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.