

**Cameron Estates Community Services District Minutes**  
**Regular Meeting: Thursday, January 20, 2022, 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 as CECSO Board meetings will be held at LOTH and open to the public, masks are required for everyone in indoor public places. Members of the public may address the Board in person during the public comment periods.

**Public Comment:** Anyone wishing to comment about items not on the Agenda may do so during the Open Public Forum period. Those wishing to comment about items on the Agenda may do so when that item is heard and when the Board President calls for public comment. Public comments are limited to three minutes per person 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 Director Angela Johnson, Director Lynn Kissel, and Director Cory Hamma were present. Director Joshua Clark was absent. One resident was present. General Manager, Karen Moonitz recorded the minutes.**

2. **Approval of Agenda**

Board Discussion/Public Comment/Board Action

**Director Angela Johnson motioned to approve the Agenda as submitted. President Doris Miller seconded the motion. Directors Miller, Johnson, Kissel and Hamma 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 November 18, 2021

*Attachment: Minutes – November 18, 2021*

b. **Financial Reports:** accepted as presented from El Dorado County for November 30, December 31, 2021.

*Attachments: Revenue and Expenditure Report; General Ledger, November 30, December 31, 2021.*

c. **Approval of Bills:** Vouchers; November 18, 24, December 8, 9, 24, 2021, January 12, 13, 2022.

*Attachments: Vouchers; November 18, 24, December 8, 9, 24, 2021, January 12, 13, 2022.*

d. **Result of the Special District Representative Election to El Dorado LAFCO**

*Attachment: January 13, 2022 ED LAFCO Special District Election Notification.*

Board Discussion/Board Action

**Director Cory Hamma motioned to approve the Consent Calendar as submitted. Director Angela Johnson seconded the motion. Directors Miller, Johnson, Kissel and Hamma voted aye.**

4. **Open Public Forum**

The Public has the opportunity to comment on subject matter relevant to CECSO business.

**No Public Comment.**

5. **Schedule of Board Meetings for 2022**

The Board of Directors shall authorize the Board meeting schedule for the 2022 year.

*Attachment: 2022 Board of Directors Meeting Schedule.*

Board Discussion/Public Comment/Board Action

**Director Kissel commented he will not be able to attend the May 19, 2022 meeting due to a prior arrangement in his schedule. Director Lynn Kissel motioned to approve the schedule of Board Meetings for the 2022 year. President Doris Miller seconded the motion. Directors Miller, Johnson, Kissel and Hamma voted aye.**

6. **Approval of General Manager Services for 2022**

The Board of Directors of Cameron Estates CSD must authorize the continuation of the position and duties of the General Manager/Secretary for the 2022 year.

*Attachment: None.*

Board Discussion/Public Comment/Board Action

**Director Angela Johnson moved to continue the services of the General Manager for the year 2022.**

**President Doris Miller seconded the motion. Directors Miller, Johnson, Kissel, and Hamma voted aye.**

7. **El Dorado County Probation Housing in Cameron Park**

Director Johnson seeks Board approval to attend meetings on behalf of the District in discussions with various County agencies, and for the District to send a letter to El Dorado County regarding CECSD's opposition to the Post Release Community Supervision (PRCS) program for releasing a disproportionate number of felons to be housed at the Cameron Park Quality Inn.

*Attachment: Draft letter to the El Dorado County Board of Supervisors*

Board Discussion/Public Comment/Board Action

**Director Angela Johnson informed the board that the El Dorado County probation department has been housing parolees, at the Quality Inn in Cameron Park. They are released under state mandate, and each county has to take on a certain amount of the probationers, depending upon on where they were sentenced, in facilities or half way houses. 52% of these parolees are being housed at the Quality Inn in Cameron Park because they are the only hotel in the county that will voucher the county after the rooms are used. All other hotels require a credit card to secure the rooms. The group Concerned Citizens of Cameron Park (CCOCP), which includes all the owners of businesses in Cameron Park, are opposed to the unequitable and disproportionate release of such a high percentage of these felons in Cameron Park at the Quality Inn near our District. Director Johnson asks for approval from the Board for her to go to these meetings on behalf of the Board in support of this group who are seeking a more equitable solution for the distribution of these individuals to other areas of the county with more appropriate living situations. In addition, she would like Board approval to send a letter from the Board stating our opposition to this same practice, and urging the county to find more equitable solutions for housing parolees throughout the county and preferably in half way houses, that she and the General Manage have drafted, to various agencies. The Board discussed various pros and cons of the issue and whether the District should be involved. Director Johnson reminded the Board that part of the District's own mission statement says..."and to represent the residents in issues that would have an effect on the community." Director Johnson motioned the district send a letter to El Dorado County and that the board supports this letter as written and Director Johnson be approved as a representative of the CECSD Board to CCOCP in these matters. Director Cory Hamma seconded the motion. Directors Miller, Johnson, Kissel and Hamma voted aye.**

8. **CECSD 2022 Road Work Project**

The Board will discuss road work, strategy and priorities for work in 2022 and review the road surveys conducted by all the Directors and summarized by the Road Committee.

*Attachment: Project Costs, Timeline.*

Board Discussion/Public Comment/Board Action

**Director Angela Johnson reported to the Board that she and Director Joshua Clark, the Road Committee, have gone over all the survey sheets and looked over all the major issues listed on them and they have some good projects in mind for this coming year. The budget available for road work is close to \$350,000. The Road Committee recommends that we regrade the shoulders on parts of Cameron Road and fix all the edges, swales and ditches to provide better drainage along all of Cameron Road, which could cost approximately \$100,000. Flying C Road from Gate 3 to Strolling Hills Road needs reworking of the drainage ditches and edges of the road, which could cost approximately \$70,000. This is the part of Flying C that was rebuilt several years ago, and we are striving to protect our good roads. Next, they identified important pot hole work that needs to be done on all the roads for approximately \$20,000. Then there are some class 3 roads that are in real need of repair. They are looking to chip seal and rebuild the cul de sac at Long Horn Ridge Road, which could cost approximately \$9,000. Spring Meadow Road needs to be chip sealed, edges regraded and a culvert cleaned out, which could cost approximately \$20,000. Finally Sleepy Hollow Road needs to be regraded for drainage, all the edges fixed**

and a culvert pipe fixed, which would cost approximately \$30,000. The total for all this work is approximately \$250,000. They want to allow some room for change orders in case we run into unforeseen issues. However, if all goes well with this project, we could use whatever is left to partially slurry seal Cameron Road in October, when it is cooler and best to slurry seal, for up to \$90,000. She reported that she and Director Clark have gone over all the costs for this work based on the costs for doing this kind of work that they have gotten in the past couple of years, and they estimate the total cost for this project for 2022 to be approximately \$250,000. Finally, we could slurry seal part of Cameron Road later in the year with remaining road construction money in the budget, for possibly \$90,000 if all goes well. They anticipate they will have more of the details worked out and the proposal for road work in 2022 ready for Board approval at the March meeting. No motion. No action.

**9. Fire Hydrants in Cameron Estates**

Director Joshua Clark will present information and costs regarding adding additional fire hydrants within the CECSO.

*Attachments: Summary of costs for adding fire hydrants in the District.*

Board Discussion/Public Comment/Board Action

**Director Angela Johnson reported that Director Clark has a lot of data he put together to see how much it would cost to put more fire hydrants in the District. The Directors discussed how many might be needed and where more might be placed in the District, which could help residents with insurance issues. Adding more hydrants is expensive, and if EID does not have access to some roads in the District it may be too expensive to add hydrants in those area. As Director Clark has more information on the topic, the Directors want to further discuss the issue when he is available to come to the next meeting. No motion. No action.**

**10. Election of Officers**

The Board of Directors of Cameron Estates CSD is required to elect a President and Vice President for the upcoming 2022 year.

*Attachment: CECSO Policy and Procedure Number 4040: Duties of Board President.*

Board Discussion/Public Comment/Board Action

**Director Doris Miller motioned to nominate Director Angela Johnson for CECSO Board President and Director Cory Hamma for CECSO Board Vice President. Director Lynn Kissel seconded the motion. Directors Miller, Johnson, Kissel and Hamma voted aye.**

**11. Appointment of Standing Committees**

Per CECSO Policy and Procedure 4060.1 - 4060.3, the Board President shall appoint CECSO Directors for the standing committee members for 2022, and per Policy and Procedure 4040.4.3., the Board will ratify the appointments.

*Attachment: CECSO Policy and Procedure Number 4060: Committees of the Board of Directors.*

**a. Road Committee Chair:** A chair and committee member shall be appointed by the Board President to the Road Committee. The Road Committee will determine the condition of district roadways for 2022.

Board Discussion/Public Comment/Board Action

**President Doris Miller motioned to appoint Director Joshua Clark for Road Committee Chair and Director Lynn Kissel as Road Committee member. Director Cory Hamma seconded the motion. Directors Miller, Johnson, Kissel and Hamma voted aye.**

**b. Budget Committee:** A chair and committee member shall be appointed by the Board President for the Budget Committee. The Budget Committee is responsible for the creation of the CECSO budget for the 2022 – 2023 fiscal year.

Board Discussion/Public Comment/Board Action

**President Doris Miller volunteered herself for Budget Committee. President Doris Miller appointed herself as Budget Committee Chair and Director Angela Johnson as Budget Committee member. Director Cory Hamma seconded. Directors Miller, Johnson, Kissel and Hamma voted aye.**

## 12. 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 Hamma stated he wanted to work with President Angela Johnson on assembling a survey tool to send surveys to all the residents.**
  
- b. General Manager's Report: **General Manager Karen Moonitz announced she needs a 700 form from Director Cory Hamma and Ethics AB 1234 webinar certificates from Directors Miller, Johnson, Kissel and Hamma. In addition, we need to explore the need to copy all of our paper records digitally, as there are a lot of important paper records that would be lost when there is a fire. She will look into the costs of hiring a digital filing company to do this and report back to the Board.**

**Adjournment: The meeting was adjourned at 8:06 p.m.**

**Next Regular Board Meeting: March 17, 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.**