

Cameron Estates Community Services District MINUTES

Regular Meeting: Thursday, May 20, 2021, 7:00 p.m.

Please take notice, as a result of the COVID-19 pandemic, California Governor Gavin Newsom issued Executive Order (EO) N-29-20, which waives certain requirements of the Ralph M. Brown Act (Brown Act) in order to prevent gatherings and slow the spread of COVID-19. Specifically, EO N-29-20 waives the requirements that local public agencies (1) notice each teleconference location from which a board member will participate, (2) make each teleconference location accessible to the public, (3) allow the public to address the agency from each teleconference location, (4) post the agenda at each teleconference location, and (5) ensure that a quorum of the board participate in locations within the boundary of the agency. EO N-29-20 requires local public agencies that conduct public meetings telephonically to allow members of the public to observe and address the meeting telephonically or otherwise electronically. Due to the current shelter-in-place order under the Governor's Executive Orders, regular Board Meetings will continue to be closed to in-person attendance by the public and conducted virtually for the time being. In accordance with EO N-29-20, the public may participate in the District's Board meeting by teleconference or web conference via the instructions provided below. Members of the public who participate in the meeting via teleconference or web conference will be given the opportunity to speak and address the Board during public comment periods only. The meeting materials are available for download from the District's website www.cameronstates.net

Public Participation and Public Comments Instructions:

To access the CECSO Board of Directors meeting by video conference click or paste this Zoom link into your browser: <https://us02web.zoom.us/j/87227663841?pwd=NkdwMkZFY0gxbDRSV3VOV0ZqaDdjUT09>
Meeting ID: 872 2766 3841
Passcode: 825380

To make a live public comment, use the "raise your hand" feature in Zoom to indicate that you wish to speak on an item. You will be muted upon joining the meeting and unmuted by the meeting host when it is your turn to speak. The public comment time is limited to 3 minutes per speaker and 20 minutes per item.

To dial into the meeting from your telephone, call: +1 669 900 9128 US (San Jose)
Meeting ID: 872 2766 3841
Passcode: 825380

Or iPhone one-tap: +16699009128,,87227663841#,,,,*825380# US (San Jose)

If you dialed in and wish to speak on an agenda item during the public comment period, dial *9 (star nine) to "raise your hand" when the agenda item is called. When you are called to speak by the last 4 digits of your phone number or by name, the host will unmute you. If you decide not to speak, you may dial *9 to "lower your hand".

Note: The regular Cameron Estates District phone number will not be available for this use. The CECSO does not provide technical support to users accessing the meeting by telephone/Zoom.

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.

- 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 7:02 p.m. General Manager, Karen Moonitz, conducted roll call. President Doris Miller, Vice President Angela Johnson, Director Joshua Clark, Director Lynn Kissel, and Director Cory Hamma were all present. The General Manager, Karen Moonitz, recorded the minutes.**

Minutes May 20, 2021 CECSO Board Meeting

2. **Approval of Agenda**

Board Discussion/Public Comment/Board Action

Director Cory Hamma motioned to accept the Agenda as submitted. Director Joshua Clark seconded. Directors Cory Hamma, Doris Miller, Joshua Clark, Lynn Kissel, and Angela Johnson 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 18, 2021.

Attachment: Minutes – March 18, 2021.

- b. **Financial Reports:** accepted as presented from El Dorado County for March 31, April 30, 2021.

Attachments: Revenue and Expenditure Report; General Ledger, March 31, April 30, 2021.

- c. **Approval of Bills:** Vouchers; March 18, 26, April 14, 27, May 7, 20, 2021

Attachments: Vouchers; March 18, 26, April 14, 27, May 7, 20, 2021

- d. **LAFCO Proposed Budget for Fiscal Year 2021-2022**

Attachments: LAFCO Proposed Budget Fiscal Year 2021-22

- e. **Annual Parcel Quest 2021/22 Lien Date Secured Assessment Roll Plus Other Assessor Data.**

Attachments: Group Order Form

Board Discussion/Board Action

Director Kissel questioned why the AT&T bill was close to \$1,600. General Manager, Karen Moonitz, explained that the online login for AT&T was not working and because it took so long to get ahold of someone at AT&T to fix the login problem, she decided to send the paper bill to the County for payment to make sure we would not get phone service cut off. By the next month statement, the previous monthly payment had not gotten to them in time to record it was paid, so AT&T charged us for that month and the current month, so we ended up paying twice for that month. Since AT&T did not credit the District for the double billing when the next statement came in, the General Manager contacted billing and was able to correct the situation and AT&T credited our account for the double billing. The online bill pay option is now in working order. She also explained the monthly bill for AT&T DSL is higher because the price for it has now doubled. Director Kissel motioned to accept the Consent Calendar as submitted. Director Angela seconded. Directors Cory Hamma, Doris Miller, Joshua Clark, Lynn Kissel and Angela Johnson 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. **Public Hearing: CECSO Proposed Budget for Fiscal Year 2021-2022 and Resolution 2021-01**

The Board is holding a public hearing to present the CECSO Draft Proposed Budget for 2021-2022. The Board will adopt Resolution 2021-01 for the Proposed Budget for Fiscal Year 2021-2022.

Attachment: Resolution 2021-01, 2021-2022 Proposed Budget with 2020-2021 Budget Comparisons & Actuals

Board Discussion/Public Comment/Board Action

Director Kissel noted that he calculated the District has an overhead of 17% which is an attractive overhead rate for an organization like ours. Director Cory Hamma motioned to approve the Proposed Budget for 2021-2022. Director Angela Johnson seconded. Directors Cory Hamma, Doris Miller, Joshua Clark, Lynn Kissel, Angela Johnson all voted aye.

6. **Roadside Easement Weed Control Spraying 2022**

The General Manager is seeking Board approval to send a request for proposals for district roadside easement weed spraying for the year 2022 to weed control contractors and to award the contract to the lowest responsible bidder.

Attachment: CECSO Request for Proposal 2022 Roadside Easement Weed Control

Board Discussion/Public Comment/Board Action

President Doris Miller motioned to allow the General Manager to proceed with getting proposals for the Roadside Easement Weed Control Spray for 2022. Director Joshua Clark seconded. Directors Cory Hamma, Doris Miller, Joshua Clark, Lynn Kissel, and Angela Johnson all voted aye.

7. **CECSD 2021 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 CECSD 2021 Road Work Project.

Attachments: List of Contractors present at the drive-thru, and received sealed bid packages, 2021 Bid Opening Results sheets

Board Discussion/Public Comment/ Board Action

The General Manager presented the 3 bid packages that were brought to her on May 19 before 5:00 p.m. Road Chairman Joshua Clark opened them and reported the results: Macauley Construction Inc., bid was \$94,817.00 but no Bid Bond, Non-collusion Affidavit, nor Designation of Subcontractors was included in their bid package. Doug Veerkamp General Engineering, Inc., bid \$91,074.20. Joe Vicini Inc., bid \$92,633.00. Both companies had completed the Bid Form, Bid Bond, Non-collusion Affidavit, and Designation of Subcontractors in their bid packages. Doug Veerkamp General Engineering Inc., is awarded the contract as they are the lowest responsible bidder. President Doris Miller motioned to accept and award Doug Veerkamp General Engineering, Inc., as the lowest bid in the amount of \$91,074.20. Director Lynn Kissel seconded. Directors Cory Hamma, Doris Miller, Joshua Clark, Lynn Kissel, and Angela Johnson all voted aye.

8. **CECSD Road Matters and 2021 Road Work Project**

a. The Board will discuss possible road work projects for the coming year 2021-2022.

Attachment: None

Board Discussion/Public Comment/Board Action

The Road Committee will put together a list of possible road work projects and their costs for 2022. No motion. No action.

b. The Road Committee seeks approval to hire a tree trimming company to trim trees and brush along the roads and road easements that will be discussed at the meeting.

Attachment: None

Board Discussion/Public Comment/Board Action

The Board discussed different roads in the District that need tree trimming done this year, and noted some of those District roads have trees that will be trimmed by the work PG&E is doing to clear trees under their transmission lines. They discussed going ahead with tree trimming now on particular roads where PG&E may not be trimming, and where tree and brush overhang is especially dangerous. Director Lynn Kissel motioned to allocate \$15,000 for tree trimming this year. Director Joshua Clark seconded. Directors Cory Hamma, Doris Miller, Joshua Clark, Lynn Kissel, and Angela Johnson all voted aye.

9. **Instant Runoff Election of Regular Special District Representatives to El Dorado LAFCO**

The Board will discuss and vote for their preferred candidate(s) to help determine the LAFCO Special District Representative(s)

Attachment: Memo letter Instant Runoff Election of Regular Special District Representative to El Dorado LAFCO, Candidates Statement of Qualifications, voting instructions and Ballot.

Board Discussion/Public Comment/Board Action

The Board discussed the different candidates and their merits and who they thought were the best Representatives for special districts. Director Angela Johnson motioned that we complete the election ballot as follows: #1 Brian Veerkamp, #2 Tim Palmer, #3 Tim White, #4 Michael Saunders, #5 Robert Chigazola, #6 Monique Scobey. President Doris Miller seconded. Directors Cory Hamma, Doris Miller, Joshua Clark, Lynn Kissel, and Angela Johnson all voted aye.

10. **Gate Camera Update**

Director Cory Hamma will discuss with the Board the results of the replacement of the Sonitrol cameras with the Mr. Security Cameras at the 3 gate sites.

Attachment: None

Board Discussion/Public Comment/Board Action

Director Hamma reviewed the camera installation and noted that because internet speeds were affected by the metal boxes originally installed by Mr. Security Camera Inc., they changed the configuration of the internet speed at the gates to be fast enough to view the footage live at no additional cost to the

District. He reported that the video footage looks really clear and has enhanced features, such as tracking license plates, how many times a car has entered and exited, and the frames are really clear. The system is easy to use as far as reviewing saved footage or tracking license plates and the cameras retain the information for 90 days. There are some tweaks that need to be made, but overall, he is really pleased with professionalism of the installers. The video recording at mini storage (gate 2) is being realigned so some of the traffic on Highway 50 will be screened out, so that excess data is not used by the motion causing the camera to record needlessly. Director Hamma will continue to work with them to store as much data as we can to the cloud so that camera footage that is needed is stored safely in the cloud and bandwidth (data) is conserved. The Directors were also impressed that the install was done very professionally and cleanly and praised Director Hamma for his success at getting a camera solution for the gates. No motion. No action.

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 Cory Hamma introduced the idea of alternative methods for gate entry code management. He looked into some systems, and then mentioned a few of the features they might offer; residents could choose their own private code, residents could choose a code for service or deliveries and turn it off when no longer needed, residents could use their cell phones to get in with an app and tap their phone to get in, and let visitors in by sending them a link to get in, residents could establish a main account with subaccounts for others at home with cell phones. There would need to be a separate system installed to work in tandem with Doorking until it can be totally transitioned over from Doorking. Cost is approximately \$1.75 per resident per month and \$25.00 per gate per month (guestimate: \$536.00 per month). He suggested bringing in a representative from the company to give the Board a demonstration of what the system could do. He will give more information on it, and ask a representative to come and give a presentation at the July 15 Board Meeting.

- b. General Manager's Report: General Manager deactivated DSL on the office telephone, and terminated Blazing Hog service for Gate 2 (Mini Storage gate). The new camera system looks great, the images are clear and easy to view and get past footage, she will go ahead with disconnecting AT&T DSL at the 3 gates. She reported that Mr. Security didn't connect phone lines at Mini Storage and the GM had to get the phone line reconnected. She terminated Sonitrol camera service. She reported there is a septic tank on corner of Old Mill and Cameron Road, and asked the homeowner to remove it. She asked Freedom Church and the Project Manager for tree removal for PG&E to have tree log remnants placed along Rodeo Road to help stop people from driving into the District.**

Adjournment: 8:41 p.m.

Next Regular Board Meeting: July 15, 2021

NOTE: For copies of support documentation to the agenda contact CECSO office at 677-5889/cecsd@att.net. Costs are \$.10 per copy. You can also access the agenda item documents at the CECSO website: cameronstates.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.