

Cameron Estates Community Services District Minutes
Regular Meeting: Thursday, November 15, 2018, 7:00 p.m.
Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park
Fellowship Conference Room

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.

1. **Call to Order/Roll Call:** President Doris Miller, Vice President James Sholl, Director James Bergsten, 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 James Sholl, Director James Bergsten, Director Lynn Kissel were in attendance. Director Joshua Clark was absent. General Manager recorded the minutes.
2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Vice President James Sholl motioned to approve the Agenda. President Doris Miller 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 20, 2018.
Attachment: Minutes; September 20, 2018.
 - b. **Financial Reports:** accepted as presented from County; June, July, August, September, October, 2018.
Attachments: Revenue and Expenditure Report; General Ledger, June, July, August, September, October, 2018.
 - c. **Approval of Bills:** Vouchers; September 27, October 4, 16, 25, November 15, 2018.
Attachments: Vouchers; September 27, October 4, 16, 25, November 15, 2018.
 - d. **El Dorado County Auditor Office 2018/19 Estimate of Current Year Property Tax Revenue**
*Attachment: 2018/19 Estimate of Current Year Roll Property Tax Revenue for CECSO.*Board Discussion/Board Action
Director James Bergsten motioned to approve the Consent Calendar as submitted. President Doris Miller seconded. All voted aye.
4. **Open Public Forum**
The Public has the opportunity to comment on subject matter relevant to CECSO business.
A member of the audience congratulated the Board on the passage of Measure H. President Miller read the vote counts which amounted to 330 or 75.34% residents voted yes, and 108 or 24.66% voted no.
5. **Adjustment of the 2018-2019 Final Budget**
The Board will consider the General Manager's recommendation to adjust and amend the 2018-2019 Final Budget to reflect the figures shown on June 30, 2018 County financial reports.
Attachments: Adjusted 2018-19 Final Budget.
Board Discussion/Public Comment/ Board Action
Vice President James Sholl asked about the large amount of funds in the Miscellaneous Revenue column. General Manager explained those funds came from Mr. Deubel reimbursing the District for its legal fees regarding the annexation of his property into the District. Director Lynn Kissel motioned to accept the 2018-2019 Adjusted Final Budget. Director James Bergsten seconded. All voted aye.
6. **Annual Report Accounting for Special Taxes 2017-2018**
The General Manager will submit to the Board the Annual Report Accounting for Special Taxes 2017-18.
Attachment: 2017-18 Annual Report.
Board Discussion/Public Comment/Board Action
Vice President James Sholl motioned to accept the Annual Report Accounting for Special Taxes 2017-2018. President Doris Miller seconded. All voted aye.

7. **CECSD 2019 Road Work**

The Board will discuss possible road work projects for 2019 and:

- a) The Road Chairman will review Road Assignments with Directors for 2019, 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 Monday January 7, 2019 so that the completed forms can be reviewed and discussed at the January 17, 2019 Board Meeting where road projects for 2019 will be prioritized.

Attachment: 2019 Director Road Assignments, Timeline, Director Survey forms.

Board Discussion/Public Comment/Board Action

President Doris Miller asked the Directors if they had any questions or comments on their Road Assignments and the legend. She then read through the Road Work Timeline. General Manager gave the road work budget amount for 2019 as \$175,000. General Manager stated that Ken Moonitz and James Sholl will train other Board Members on how to evaluate their roads in order to fill out survey sheets so all the information will be as cohesive as possible. Director Lynn Kissel and Vice President James Sholl will meet to discuss putting a condition number on the Districts roads to possibly use for the evaluation process. General Manager announced that a letter from the California State Controller was sent notifying us that as of January 1, 2019, the bid limit thresholds prescribed in PCC 22020 have increased. \$60,000 or less can be performed by employees of a public agency, negotiated contract, or by purchase order. Projects costing up to \$200,000 can be contracted by informal bidding procedures, and projects over \$200,000 are subject to the formal bidding process. Vice President James Sholl clarified that projects under \$200,000 won't have to go to formal bid, and won't need to be posted in the paper, but will still need to be posted to the building exchanges. General Manager explained that the District's bylaw threshold amounts will need to be changed and the Board will address that change at the January Board meeting. President Miller discussed proposals from Veerkamp for repairing various culverts and swales before the rainy season. The Board discussed the recurrence of the sink hole on Cameron Road and alternate means for repairing both it and the culvert on Old Mill Road. President Miller and Vice President James Sholl will meet with Veerkamp to discuss those alternatives and will bring those results to the January meeting. Vice President Sholl asked for the total of the repairs for Item 1, 3, 4, and 5 which are \$8,882. Vice President James Sholl motioned that we accept the proposal from Veerkamp for repairing Items 1, 3, 4, and 5 as soon as possible. President Miller seconded. All voted aye.

- b) Director Bergsten will present his findings on striping roads for discussion.

Director Bergsten asked the Board to consider trying to find out what it would take to restripe the primary roads. President Miller asked Director Bergsten to research the information, and bring it to the January meeting, and she volunteered to get some striping prices from Veerkamp. Director Kissel offered to help.

Attachment: None

Board Discussion/Public Comment/Board Action

No Motion. No Action.

8. **Sonitrol Proposal to Test New Camera Equipment at 4060 Flying C Road Gate (Mini Storage)**

Sonitrol installed the all-in-one free 30-day trial camera, license view, on Friday October 19, at the Mini Storage Gate. Sonitrol installed the viewing app for the new camera on the General Manager's desk top. General Manager, Director Clark and Director Kissel installed the app on their phones and will report to the Board their findings on the operation and viewing capabilities of the new camera.

Attachment: Sonitrol Proposals, Letter of review from Director Clark.

Board Discussion/Public Comment/Board Action

Director Kissel didn't find the trial camera very useful. He found the camera set up to be unworkable as it is not user friendly and took too long to download footage to look at. He said to review one minute of video took him 5 minutes. General Manager reported that she finds the camera has good quality footage capability in capturing license plates pictures, in fact better than the old system. The main problem with it now is that it is positioned so that it is capturing all of the Highway 50 motion as well as license plates of cars coming in, and is recording all the time. Thus only 2 days of footage is stored, instead of the promised 30 days. She also finds this new system is not as user friendly as the old system, and viewing past footage is slow and takes a lot of time to download, but all the cameras are that way because of the

DSL connection. At least with this system the footage is recorded on the camera at the site and cloud storage is not necessary and important footage won't get lost. After further discussion the Board decided that more research was needed on reviewing the cost of the cameras and to get bids from other companies to provide camera and/or connectivity services. General Manager will provide a cost evaluation for what the cameras have cost the District since they were installed. Director Kissel and Director Clark will get bids from other companies to provide camera and connection services. Director Bergsten offered to help. The information collected will be reviewed at the January Board meeting. **No Motion. No Action.**

9. **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 Sholl spoke about the need to keep reminding the residents about fire prevention and safety measures. He also noted that he is hearing reports of more insurance adjusters inspecting District properties. Director Kissel reported that PG&E mailers have included information that California has conducted a fire danger study and produced a fire risk map that shows our region is inside the extreme fire danger area on the map. President Miller reported that a couple of the vacant homes for sale in the District have been broken into and squatters have been living in them and looting materials from those homes. She asked everyone to be aware of the homes for sale in the District and to call the Sherriff if you see any suspicious activity. President Miller thanked all the volunteers who worked hard to educate all the residents about Measure H.

b. General Manager's Report
None.

10. **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.

11. **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 her Annual Personnel Evaluation packet and comments. No Motion. No Action.

Adjournment: The meeting was adjourned at 8:55 p.m.

Next Regular Board Meeting: January 17, 2019

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: 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.