

**Cameron Estates Community Services District Minutes**  
**Regular Meeting: Thursday, November 17, 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 CECSD Board meetings will be held at LOTH and are open to the public, masks are strongly recommended for everyone in indoor public places, regardless of vaccine status. Members of the public may address the Board in person during the public comment periods.**

**Public Comment:** Members of the public are appreciated for taking the time to attend this meeting. and anyone wishing to comment about items not on the Agenda may do so during the Open Public Forum period; however the Board cannot act on any comment or item unless it was noticed on the agenda. 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 Johnson called meeting to order. Board Secretary Joy Reggiardo conducted roll call. President Angela Johnson, Vice President Cory Hamma, Director Doris Miller, Director Joshua Clark, and Director Lynn Kissel were in attendance. General Manager, Joy Reggiardo recorded the minutes.
2. **Approval of Agenda**  
Board Discussion/Public Comment/Board Action  
**Director Miller motioned to approve the agenda. Vice President Hamma seconded. All Directors voted aye.**
3. **Consent Calendar** (all items on the Consent Calendar are considered routine and will be acted upon by one motion unless a member of the Board, Staff or a member of the public requests specific items be set aside for separate discussion.)
  - a. **Approval of Minutes:** *Regular meeting September 15, 2022, Special meeting October 3, 2022*  
*Attachment: Minutes: September 15, 2022, Special meeting October 3, 2022*
  - b. **Financial Reports:** accepted as presented from County for August 31, September 30, October 31, 2022  
*Attachments: Revenue and Expenditure Report; General Ledger, August 31, September 30, October 31, 2022*
  - c. **Approval of Bills:** *September 15, 20, October 3, 11, 14, 28, November 4, 14, 2022*  
*Attachments: Vouchers: September 15, 20, October 3, 11, 14, 28, November 4, 14, 2022*Board Discussion/Public Comment/Board Action  
**Vice President Hamma motioned to approve the items on the Consent Calendar. Director Miller seconded. All directors voted aye.**
4. **Open Public Forum**  
The Public has the opportunity to comment or voice an opinion on subject matter relevant to CECSD business that is not already on the Agenda as an Agenda item. Please know that the Board wishes to hear from the public on matters relevant to District business and authority. However, this cannot be a discussion between the public and the Board. If you have a question or comment, please address the Board President.  
**Ken Moonitz spoke about the Mini Storage Gate issue. He contacted Door King for assistance. He trouble-shot the electrical. Ken tracked the issue as a low voltage power cable problem. He relocated the transformer. Ken felt that at some point the other low voltage parts will give out and that the District will need to dig up the street or the pedestal to repair the issue. At that time, an electrical contractor will need to be called. Our newly elected Director, Richard Thomson introduced himself and gave his background.**  
**No motion. No action.**

5. **CECSD Road Matters and Adoption of new Roadway Database and Visual Summary Roadmap**

The Road Committee will report to the Board on the new Roadway Database and Roadway Database Visual Summary Map. The Board will discuss adopting the classifications and dimensions in this database as a baseline description of our roads.

*Attachment: CECSD Roadway Database, CECSD Roadway Database Visual Summary*

Board Discussion/Public Comment/Board Action

**Director Kissel discussed the CECSD Roadway Database and Roadway Database Visual Summary. The Roadway Database breaks the roads into segments, shows the widths and lengths of roads, shows the number of parcels fronting each road, and classifies the priority of the roads. Director Kissel highlighted the areas in yellow that were changed from previous measurements. There are 361 frontages on 293 parcels. He found that 28% of the District has frontage on tertiary roads. These small roads get more traffic than previously thought, and shouldn't be ignored. Director Kissel requested the Board adopt the Database as a baseline description of the District's roads. The District can use this for an annual assessment of our roads and can better forecast maintenance costs. Vice President Hamma motioned to accept the CECSD Data Road Base and Roadway Data Base Visual Summary as a Baseline description for our roads. President Johnson seconded. All directors voted aye.**

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

- a) The Road Committee will report to the Board on the recent slurry sealing of Cameron Road that was approved at the September Board Meeting has been completed for \$158,000 by VSS International, Inc.

*Attachment: None*

Board Discussion/Public Comment/Board Action

**Director Clark reported about the recent slurry seal by VSS International. He said it looks great with just a few small cracks. Director Kissel commented that a slurry seal is brittle, like a tile floor, and that the road base needs to be solid. If there are cracks in the underlying pavement, then cracks may show after a slurry seal. President Johnson said that Cameron Road has been well constructed, and that the cracks were filled a couple of years ago. Another road contractor called her and gave his opinion that the slurry job was well done. Director Kissel thought the cracks were normal, but not innocuous, as the cracks allow water to seep in. President Johnson suggested that in future slurry seal jobs, we hire a company to test the proper ratio of aggregate and oil. President Johnson said that we have a year warranty, and that we will monitor the cracks on Cameron Road. No motion. No action.**

- b) The Board will discuss possible future road work matters and roadwork assignments 2022 and 2023

*Attachment: Director Road Assignments 2023, Road Classifications Revised*

Board Discussion/Public Comment/Board Action

**President Johnson discussed road assignments for the upcoming year. Director Kissel felt the District would benefit by hiring a consultant to look at all the roads with the members of the road committee in order to write up a complete assessment of the roads and their condition, in order to help prioritize future projects. Director Kissel spoke about a TMS (Thin Maintenance Surfaces) handbook from Iowa State University, and the "windshield survey." Vice President Hamma stated that hiring a consultant would take pressure off of the Board, and that the report could be structured to prioritize future road projects. Vice President Hamma suggested getting a report to act as a baseline every other year or so. President Johnson suggested that we get names of road consultants to get a cost bid for the assessment at the January meeting, and we could discuss and make a decision at that time. Under Public Comment, Karen Moonitz suggested that an engineer be hired to oversee the Scope of a large project. President Johnson agreed and suggested that we get a cost estimate. No motion. No action.**

7. **Board Secretary Conference**

The Board will discuss reimbursement of General Manager/Board Secretary for hotel and mileage to the 2022 Board Secretary/Clerk Conference in Seaside at the Embassy Suites Hilton.

*Attachment: Certificate of Completion 2022, Hotel Receipt*

Board Discussion/Public Comment/Action

**General Manager, Joy Reggiardo, spoke about the Board Secretary Conference in Seaside and reviewed the class on website ADA compliance & transparency by the company, Streamline. There are free website tools to test compliance and the speaker also suggested saving the compliance tests, even if less than 100% compliant, to show that the District is working to improve the accessibility. There was discussion**

about having the District reimburse the General Manager for the cost of her hotel and mileage. Director Kissel stated that it was important to have the General Manager continue professional training and that It would benefit all of us. President Johnson motioned to reimburse the General Manager for hotel and mileage expenses. Director Clark seconded. All Directors voted aye.

## **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 Johnson thanked Director Hamma for volunteering 2 years ago. Although it's only been 2 years, he's done a lot: new camera installation, new technology and support, and a great help to both General Managers. President Johnson discussed the pedestrian problem on Lariat Loop brought up at the September meeting. Director Kissel had suggested getting new "no trespassing" signs on the pedestrian gates to discourage people from walking into the District. He and the General Manager found new green signs on-line, and they are being installed. Director Clark spoke about the ditch work completed by Macauley at Gate 2 (mini storage). A resident had previously complained about the new ditch and said it wouldn't work. Director Clark went over during a heavy rain and it was flowing perfectly. Director Johnson thanked Doris for 20 years of service on the Board: past president, road chair and budget committee. President Johnson said Director Miller is professional, kind and an inspiration. Director Miller spoke about the overhead light out at Gate 3. There was also discussion about the flattened no trespassing sign at Gate 3. The General Manager said she will fix the light and hang another "no trespassing" sign at that gate.**

**Director Kissel discussed road maintenance with various methodologies. The District needs to be careful about how we spend our money: we need to measure the dollars per square foot. Director Kissel put together a cost study for Class 3 roads with forecast cost per square foot per year using various methodologies, and will soon put together a cost study for the Class 1 and 2 roads. He discussed getting a professional inspection before any major work is done. In the *TMS Handbook*, there is a "windshield survey," which entails driving around all the roads for a couple of days to see all that is wrong with them. Director Kissel also discussed getting the residents involved in the process through an open forum. This would help manage "customer expectations" about the road maintenance treatments. The recent chip seal resurfacing was discussed. Some residents were not happy about it, while others were very happy. Director Kissel also discussed putting road maintenance information on the website. Director Kissel discussed the cracks in the slurry seal. According to the *TMS Handbook*, the slurry seal will reflect all cracks quickly. Director Kissel went over the amount of traffic on our roads. All of our roads are considered light traffic by industry standards, so the treatments discussed in the *TMS Handbook* are suitable treatments for our roads. He discussed different treatments and the strengths and weakness of those treatments versus the cost. Some major issues may require a complete resurfacing. Are we properly funded to maintain our roads? Vice President Hamma discussed showing the neighbors a plan for maintaining the roads. President Johnson discussed a neighborhood meeting to get feedback.**

### **b) General Manager's Report**

**General Manager, Joy Reggiardo, spoke about the audit that is in process (nothing to report). She talked about a couple of residents who were unhappy about the chip seal on Sleepy Hollow Rd. John Youngdahl, an engineer, was hired to go out and survey the road. Mr. Youngdahl stated that the road met expectations for a chip seal. There was one area that the seal dried quickly, so less rock was impacted into the surface. It had a different color, but it was within the normal range. After a rain, the road was swept (Director Clark had arranged to get another sweep of that road with Macauley Construction), and now the residents are happy with the chip seal. VSS International completed the slurry seal, and we received the bill. Jones Brothers was the low bidder for the weed abatement for 2023. SDRMA sent us an award for not having a worker's comp claim for over 5 years. The Roadwork Notice was sent out to contractors for 2023 to get a list of contractors for future construction projects.**

**9. Resolution 2022-08 In Appreciation of Dedicated Service by CECSD Director Doris Miller**

The Board will recognize the 20 years of service by Director Doris Miller as she is retiring from the CECSD Board of Directors effective December 2, 2022.

*Attachment: Resolution 2022-08*

Board Discussion/Public Comment/Board Action

**President Johnson read the resolution commending Director Miller for her 20 years of outstanding service as Director of the Cameron Estates Community Services District. Karen Moonitz thanked Director Miller and spoke how as Past President, Director Miller was always available, dedicated and taught her so much. President Johnson motioned that we adopt Resolution 2022-08. Vice President Hamma seconded. President Johnson, Vice President Hamma, Directors Clark and Kissel voted aye. Director Miller abstained.**

**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 Interim, Karen Moonitz*

Board Discussion/Public Comment/Board Action

**The Board discussed the performance evaluation of Karen Moonitz, General Manager Interim in closed session.**

**11. Reconvene to Open Session: Closed Session Report on General Manager's Performance Evaluation**

The Board will report closed session actions regarding the Interim General Manager's performance evaluation.

Board Discussion/Public Comment/Board Action

**President Johnson reconvened to open session to report that the performance evaluation was completed and it was given to Karen Moonitz.**

**Adjournment**

**Next Regular Board Meeting: January 19, 2023**

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 Joy Reggiardo 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.