

Cameron Estates Community Services District Minutes
Regular Meeting: March 16, 2023 7:00 p.m.
Light of the Hills Lutheran Church, 3100 Rodeo Road, Cameron Park
Education Building – Multi Purpose Room

1. **Call to Order/Roll Call:** President Johnson called meeting to order. Board Secretary Joy Reggiardo conducted roll call. President Angela Johnson, Vice President Joshua Clark, Director Lynn Kissel, Director Richard Thomson, Director Peter Reese were in attendance. General Manager, Joy Reggiardo recorded the minutes.

2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Vice President Clark motioned to approve the agenda. Director Kissel 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 January 19, 2023*
Attachment: Minutes: January 19, 2022
 - b. **Financial Reports:** accepted as presented from County for *January 31, 2023, February 28, 2023*
Attachments: Revenue & Expenditure Report; General Ledger, January 31, February 28, 2023
 - c. **Approval of Bills:** *January 19, 30, 31, February 15, 17, 28, March 9, 2023*
Attachments: Vouchers: January 19, 30, 31, February 15, 17, 28, March 9, 2023
 - d. **SDRMA Notification of Nominations – 2023 Election SDRMA Board of Directors.**
Attachments: Notification letter dated 1/18/2023.
 - e. **LAFCO Notification of Nominations – 2023 Election of Special District Representatives to El Dorado LAFCO**
*Attachments: 2023 Memo dated 1/31/23*Board Discussion/Public Comment/Board Action
Vice President Clark motioned to approve the items on the Consent Calendar. Director Thomson seconded. All directors voted aye.

4. **CSDA Representative Dane Wadle**
Dane Wadle, Field Coordinator with California Special Districts Association (CSDA), will talk about CSDA's programs and services, provide an update of what CSDA is working on, and take questions from the Board.
Attachment: None
Board Discussion/Public Comment/Board Action
CSDA Representative, Dane Wadle introduced himself and spoke about the purpose of the CSDA, and that the CECSO has been a member of the CSDA for 35 years. The CSDA are advocates of Special Districts and lobby for bills as well as provide training for Special Districts. No motion. No action.

5. **Bylaws Article-District Formation**
The Board will discuss amending Bylaws for Article I Boundaries to show the Deubel annexation by LAFCO Resolution L-2018-05 and Article I Principal Office to show new address of the District office.
Attachment: Policies and Procedures-2023
Board Discussion/Public Comment/Board Action
Director Thomson motioned to amend the bylaws for Article I Boundaries to add on the Deubel annexation by LAFCO Resolution L-2018-05, and to amend the bylaws for Article I Principal Office to show the new address of the District office. Director Clark seconded. All directors voted aye.

6. **CECSO Road Training**
The Road Committee will train the Directors on identifying common road issues.

Attachment: CECSD Road Survey Form, CECSD Road Training Form, TMS Handbook 2007, Chapter 3

Board Discussion/Public Comment/Board Action

Director Kissel spoke about how to survey the roads. He suggested two Directors travel together in a car and drive the roads in their assignment: one a driver and one the note taker. Sun exposure makes a difference when looking at the road: It's best to drive into the sun in order to see the cracks. How urgent is the road in need of repair? Make two passes on the road to get the best evaluation. No motion. No action.

7. CECSD Road Work

The Board will discuss surveys and recommendations from the Road Committee.

Attachment: Road Committee Report, Initial Survey Summary, Draft Projects List

Board Discussion/Public Comment/Board Action

Director Kissel spoke about the initial road survey the road committee completed, and a list of projects ranked in order of importance. Director Kissel had different maintenance strategies on a handout, and associated costs with the repair. He discussed that the most cost-effective way to fix a damaged road might be to repair the isolated failure, chip seal the road followed by a slurry seal. An engineer might need to be hired to help with the scope of the road repair or identify the roads most in need. Director Kissel discussed culverts, and that we may need to do more than clean out problematic culverts. There was discussion about soliciting volunteers to help with projects to keep the costs down. A resident was concerned about private culverts not being maintained or cleaned, and that it was causing water flow problems on the road. Director Kissel showed that the cost to maintain our roads is greatly exceeding our budget. With our current budget, the road committee will focus on bridge repair. No motion. No action.

8. 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.

A resident asked about adding locked pedestrian gates. Director Reese researched the subject and reported that has only heard from vendors to put in a new system. He contacted two gate companies to see if we could add the locked pedestrian gate to our existing gate system so that a key pad or a clicker could open it, and has not received a call back from either company. The pedestrian gate would need to be installed and maintained. The District has low funds for existing repairs. No motion. No action.

9. General Manager Seeks Increase in Hours

The General Manager seeks an increase in hours from 20 to 28 per week.

Attachment: None

Board Discussion/Public Comment/Board Action

President Johnson discussed that the General Manager is currently working more than 28 hours per week now. The General Manager asked to increase hours to be clearly within the part-time status of under 32 hours per week. President Johnson motioned to increase the General Manager's hours from 20 to 28 hours per week. Director Thomson seconded. All Directors voted aye.

10. 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 Kissel spoke about a nearby rural HOA. They have different vendors and receive lower bid prices for their road maintenance. Director Kissel hopes to get more information to share with the Board.

b. General Manager's Report

The General Manger reported that the audit was finished and paid for. We should receive the audit documents soon. The County has been contacted and needs to fix the financials to match the budget. Ethics training is due for three Directors this year. Our website is now managed by

Streamline, but it will be a bit longer before the website has a different look. Weather permitting, gate training is needed for the Directors. The General Manager is working with FEMA and CalOES to possibly receive grant money for repairs.

Adjournment

Next Regular Board Meeting: May 18, 2023

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 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.