

Cameron Estates Community Services District MINUTES
Regular Meeting: Thursday, November 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 Angela Johnson, Vice President Joshua Clark, Director Lynn Kissel, Director Peter Reese, Director Richard Thomson.
President Johnson called meeting to order. Board Secretary, Joy Reggiardo, conducted roll call. President Angela Johnson, Vice President Joshua Clark, Director Richard Thomson, Director Lynn Kissel, and Director Peter Reese were in attendance.
2. **Approval of Agenda**
Board Discussion/Public Comment/Board Action
Director Reese motioned to approve the agenda as written. Director Thomson seconded. All Directors 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 21, 2023
Attachments: Minutes – September 21, 2023
 - b. **Financial Reports:** Accepted as presented from El Dorado County for September 30, October 31, 2023
Attachments: Revenue and Expenditure Report; General Ledger, September 30, October 31, 2023
 - c. **Approval of Bills: Vouchers: September 21, 28, October 18, 25, 26, 2023**
*Attachments: Vouchers: September 21, 28, October 18, 25, 26, 2023*Board Discussion/Public Comment/Board Action
Director Kissel motioned to approve the items on the Consent Calendar as written. Director Clark seconded. All Directors voted aye.
4. **CECSD Adoption of Policy 1070**
The Board will discuss adding and adopting Policy 1070 for bidding procedures to the Policies and Procedures Handbook.
Attachment: Policy 1070, Formal Bids PCC, PCC 22032
Board Discussion/Public Comment/Board Action
President Johnson discussed the need to add Policy 1070. In 2006, the District adopted the Public Contract Code that allows the Community to have informal bidding procedures. Although we have a resolution and ordinance, putting a Policy in the Handbook would provide an easier place to see the bidding procedures. Director Clark motioned to adopt Policy 1070 to the Policies and Procedures Handbook. Director Reese seconded. All Directors voted aye.
5. **CECSD Road Work**
The Board will discuss road work projects and report on the work done since the September meeting.
Attachment: None
Board Discussion/Public Comment/Board Action
Director Kissel provided a summary of roadwork projects completed recently. The chip seal followed by a fog seal on Sleepy Hollow, Spring Meadow and Longhorn Ridge was well received by the residents. Strolling Hills was crack sealed, and Director Kissel suggested to follow up with a seal of some sort in the near future. Director Kissel and Director Reese surveyed the culverts in the District and identified them in a culvert database and map. There were over 100 culverts identified, and Director Kissel ranked them as category 0 being all clear, to category 4 as urgent and blocked. Director Kissel handed out a Project Maintenance List that has a schedule of repairs completed and a schedule of repairs needed. The General Manager discussed the electrical repair to the Mini Storage bridge. The District handyman has filled many potholes on Lariat Loop. The General Manager spoke about the bid for \$25,000 to repair and replace both bridge railings and powder coat them. The General Manager discussed the bid for \$4,588 to

repair the masonry on the Mini Storage Bridge, repair to the concrete at Flying C bridge, and repair to the cap at the Mini Storage gate. President Johnson motioned to accept Accurate Iron fencing & railing bid for \$25,000. Director Kissel seconded. All Directors voted aye. The masonry was discussed. Some of the other gates may need the slate fixed. If needed, a change order will be made. Director Johnson discussed the FEMA work underway and the culvert work needed in the District. President Johnson motioned to go forward with culvert cleanout work authorized up to \$60,000. Director Kissel seconded. All Directors voted aye.

6. 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.

No Public Comment

7. 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 discussed next year, and the Director assignments. President Johnson would like to continue as President for her last year in the term, and discussed who would be interested in becoming President after her retirement. President Johnson would like to continue in the road committee to finish the FEMA projects.

b. General Manager's Report

The General Manager discussed the LAFCO election, and that Tamara Wallace was elected. The District received an award for no liability or worker's comp claims for the last 5 years. The General Manager discussed the CSDA Conference and how much she learned from the classes she attended.

8. 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, Joy Reggiardo

Board Discussion/Public Comment/Board Action

The Board discussed the performance evaluation of Joy Reggiardo, General Manager in closed session.

9. 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

President Johnson reconvened to open session to report that the performance evaluation was completed and it was given to Joy Reggiardo.

Adjournment

Next Regular Board Meeting: January 18, 2024

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.

Minutes November 16, 2023 CECSD Board Meeting