

AGENDA

Regular Meeting of the Board of Directors
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California

Wednesday, July 20, 2011 at 6:30 PM

Board of Directors

SCOTT MCNEIL, President

SHIVA FRENTZEN, Vice President

Directors ALAN CLARKE, GREG STANTON AND SEAN TUCKER



CALL TO ORDER: Time:

ROLL CALL

6:30 PM -- CLOSED SESSION: The Board will adjourn to Closed Session to discuss the following items:

1. **PURSUANT TO GOVERNMENT CODE §54956.9:** Update and discussion regarding - County Writ 007CS00059.

7:00 PM -- RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION: Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

At the time the Board acts upon the Approval of the Agenda, it may select individual Department Matters to be moved to the Consent Calendar for approval, absent objections and/or requests of the Board, staff, or the public to speak to those matters.

MOMENT OF RECOGNITION: This allotted time provides an opportunity for the Board of Directors to express appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

OPEN FORUM: In accordance to Cameron Park CSD Policy #5030: At this time, members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors. Comment during the Open Forum is limited to five minutes per person. Public testimony will be received on each agenda item as it is called. Individual comments are limited to five minutes. There is a maximum of twenty minutes to each subject matter. The Board reserves the right to waive said rules by a majority vote. For the public's information, we are now taking email requests for future notification of CSD meetings.

CONSENT CALENDAR: All items listed in the Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless members of the Board, staff, or persons in the audience request specific items to be discussed or commented on prior to the time the Board votes on the motion to approve or adopt items on the Consent Calendar. If any item is removed from the Consent Calendar, the item(s) will be considered at the beginning of the Department Matters Calendar.

1. **BOARD MINUTES:**

- A. June 15, 2011 Regular Meeting
- B. June 30, 2011 Special Meeting

Recommended Action: Approve

2. **STAFF REPORTS:**
 - A. Fire Department Report
 - B. Recreation Department Report
 - C. Parks Department Report
 - D. El Dorado County Regional Pre hospital Emergency Services Operations Authority – A Joint Powers Authority
Recommended Action: Receive and File

3. **FINANCIAL REPORTS:**
 - A. Financial Statements for the month of June 2011.
Recommended Action: Receive and File

END OF CONSENT CALENDAR

DEPARTMENT MATTERS:

For Purposes of the Brown Act § 54954.2 (a), the numbered items on this Agenda give a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

4. **ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION:**

5. **RESOLUTION 2010-13 LLADS ENGINEER’S REPORT:** Resolution approving the engineer’s report, confirming diagram and assessment and directing auditor of El Dorado County to levy and collect assessments for fiscal year 2011-11.
Recommended Action: Adopt resolution with a board-polled vote.

6. **CAMERON PARK COMMUNITY CENTER ORDINANCE 250-E:** Stating the purpose and fixing the amount of money to be raised by taxation in the district to pay voter approved debt for 2011-2012 and setting the tax rate.
Recommended Action: Adopt Ordinance No. 250-E with a board-polled vote.

7. **HANDBOOK POLICY 3000 SERIES-ACCOUNTING POLICIES UPDATE:** Staff has completed the draft accounting policy 3000 series as recommended in the 2008/2009 audit by the Districts Auditor, Mike O’Conner of R.J. Riccardi. In accordance to Policy #1010 copies of the proposed or amended policy(s) shall be submitted in a written draft and included in an agenda packet in which they are scheduled for consideration. Adoption of a new policy or amendment shall be accomplished at a regular meeting of the Board of Directors and shall require a 4/5 affirmative vote of the entire Board of Directors.
Recommended Action: Review policies and bring back to the August board meeting for approval per policy #1010

8. **GM SEARCH COMMITTEE UPDATE:** Committee to provide information regarding the recruitment of the General Manager position.
Recommended Action: Receive and File

9. **COMMITTEE REPORTS:**
 - A. **CC&R** – Standing Committee:
Shiva Frentzen and Greg Stanton, representatives; Scott McNeil, alternate
Agenda for meeting held July 13, 2011

 - B. **PARKS AND RECREATION** – Standing Committee:
Scott McNeil and Shiva Frentzen, representatives; Greg Stanton, alternate
Agenda and Minutes for meeting held July 14, 2011

 - C. **BUDGET AND ADMINISTRATION** – Standing Committee:

Scott McNeil and Alan Clarke, representatives;
Agenda and Minutes for meeting held July 14, 2011

- D. **FIRE AND EMERGENCY SERVICES** – Standing Committee:
Alan Clarke and Greg Stanton, representatives; Sean Tucker
No Meeting Held
- E. **SKATE PARK SUB/COMMITTEE** – Standing Committee:
Shiva Frentzen, Scott McNeil representatives;
No Meeting Held

MATTERS TO AND FROM DIRECTORS: At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

ADJOURNMENT: Time:

- i. An AGENDA in FINAL FORM is located in the Reception area in the District Office as well as each of the Cameron Park Fire Stations. Additionally, a copy of the FINAL AGENDA is available on the District's website at www.cameronpark.org. Support material is available for public inspection at the receptionist counter in the District Office. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.*
- ii Closed Sessions may be called as necessary for personnel, litigation, and labor relations or to meet the negotiator prior to the purchase, sale, exchange or lease of real property. Members of the public may address the board prior to closing the meeting.*

CONFORMED---AGENDA

Regular Meeting of the Board of Directors
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California

Wednesday, June 15, 2011 at 6:30 PM

Board of Directors

SCOTT MCNEIL, President
SHIVA FRENTZEN, Vice President
Directors ALAN CLARKE and GREG STANTON



CALL TO ORDER: Meeting was called to order by President McNeil at 6:34PM

PLEDGE OF ALLEGIANCE

ROLL CALL Present: McNeil, Frentzen, Clarke, Stanton

APPROVAL OF AGENDA

At the time the Board acts upon the Approval of the Agenda, it may select individual Department Matters to be moved to the Consent Calendar for approval, absent objections and/or requests of the Board, staff, or the public to speak to those matters. **The agenda was approved with the removal of item 7 from the consent calendar.**

Action: AC/SM Ayes – SF, GS, AC, SM Noes - 0

CLOSED SESSION: The Board will adjourn to Closed Session to discuss the following items:

Board adjourned to close session at 6:37PM

1. PURSUANT TO GOVERNMENT CODE §54956.9: Update and discussion regarding - County Writ 007CS00059.

Reconvened from closed session at 7:00PM

RECONVENE TO OPEN SESSION AND REPORT OUT OF CLOSED SESSION: Pursuant to Government Code §54957.1, the legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention of every member present thereon. **No action taken.**

MOMENT OF RECOGNITION: This allotted time provides an opportunity for the Board of Directors to express appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

GUEST PRESENTATION: We would like to take this time to recognize the Cameron Park Volunteer Fighters and Explorer Cadets for their dedication and support to the community. **Chief Webb gave presentation with certificates of appreciation given to the volunteers and cadets by Chief Webb, Chief Tyler and President McNeil.**

OPEN FORUM: In accordance to Cameron Park CSD Policy #5030: At this time, members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors. Comment during the Open Forum is limited to five minutes per person. Public testimony will be received on each agenda item as it is called. Individual comments are limited to five minutes. There is a maximum of twenty minutes to each subject matter. The Board reserves the right to waive said rules by a majority vote. For the public's information, we are now taking email requests for future notification of CSD meetings. **The board received comments by community members: Dale Gerger, Bill Carey, David Gelber, Barbara Rogers, Nadine Petty, Gerald Lillpop, and Sue Dividi.**

CONSENT CALENDAR: All items listed in the Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless members of the Board, staff, or persons in the audience request specific items to be discussed or commented on prior to the time the Board votes on the motion to approve or adopt items on the Consent Calendar. If any item is removed from the Consent Calendar, the item(s) will be considered at the beginning of the Department Matters Calendar. *Approve staff recommendations on items 1A, 2A-D, 3A, and 4. Consent calendar approved. SM, SF, AC, GS Noes—0*

1. **BOARD MINUTES:**

- A. May 18, 2011 Regular Meeting
Recommended Action: Approve

2. **STAFF REPORTS:**

- A. Fire Department Report
B. Recreation Department Report
C. Parks Department Report
D. El Dorado County Regional Pre hospital Emergency Services Operations Authority – A Joint Powers Authority
Recommended Action: Receive and File

3. **FINANCIAL REPORTS:**

- A. Financial Statements for the month of May – June 9, 2011.
Recommended Action: Receive and File

4. **NCSDIA REPRESENTATIVE:** A NCSDIA representative is needed to attend appropriate meetings.

Recommended Action: Appoint the CSD General Manager as the NCSDIA representative.

END OF CONSENT CALENDAR

GUEST SPEAKERS: This allotted time provides an opportunity for the Board of Directors to receive guest speakers to present items to the board of District interest. All guests are invited to speak at the request of the General Manager or Board of Directors.

5. **WASTE CONNECTIONS:** Representatives from El Dorado Disposal will present the annual report of Solid Waste Collection. El Dorado Disposal Waste Connections, within the scope our franchise agreement, has requested a CPI increase.

Recommended Action: Approved SM/AC Ayes— SM, SF, RG, AC, GS Noes – 0

DEPARTMENT MATTERS:

For Purposes of the Brown Act § 54954.2 (a), the numbered items on this Agenda give a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

6. **ITEMS REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION:**

7. **BOARD OF DIRECTORS – CITIZEN COMPLAINT CONCERNING BOARD VIOLATIONS:** This item was at the request of a citizen to be placed on the agenda for public discussion and comment.

Recommended Action: This item is being held over to a future meeting at the request of the citizen.

8. **CODE OF ETHICS ORDINANCE 2011-12:** At the May board meeting the Code of Ethics Ordinance was an agenda item at the request of Director Frentzen. The board voted to move the proposed ordinance and the 10 new polices to the Budget and Administration committee for review and bring back to the full board in June. The committee reviewed the ordinance and requested that the GM forward to legal counsel and the employee's union.

Action: Comments received regarding MOU concerns. Send Ordinance back to the Budget & Administration Committee regarding MOU concerns. AC/GS Ayes – SM, SF, AC, RG, GS Noes - 0

9. **AUDIT 2009/2010:** The Cameron Park Community Services District has received a comprehensive independent audit of its financial operations completed recently by the regional firm of R.J. Ricciardi, Inc.
Recommended Action: Receive and file

10. **RESOLUTION 2011-08 APPROPRIATIONS LIMITATION FOR 2011-2012:** Government code Section 7910 requires that “the Government body of each local jurisdiction to establish appropriation limits by resolution for the following fiscal year...” This year’s appropriation limitation is \$7,942,432. This is a noticed public hearing.
Action: **Board Polled Ayes – SM, SF, AC, RG, GS Noes—0**

11. **PROPOSED CSD ORGANIZATIONAL CHART:** At the April meeting this item was referred back to the General Manager and the Battalion Chief to work on and bring a draft organizational chart that reflects the reporting structure of the General Manager and the Battalion Chief based on the current 70/30 revenue splits.
Action: **Approve the CSD organizational structure chart. AC/GS Ayes – AC, SF, SM, GS Noes - 0**

12. **2011/2012 FY PRELIMINARY BUDGET:** In accordance with policy number 3020 Budget Preparation 3020.3 the board shall adopt a preliminary budget at the June 15, 2011 board meeting. At this time staff has provided the board with a proposed budget for the board to approve. Adoption is preliminary due to the pending receipt of the El Dorado County tax revenue estimates are received in August.
Action: **Adopt 2011/2012 FY Budgets with the changes as directed by the board. Add contingency (\$27,274) to cover shortfall in the Community Center budget and remove the CC&R from the contingency totals. AC/GS Ayes – SF, SM, AC, GS Noes - 0**

13. **RESOLUTION 2011-10 PRELIMINARY ENGINEERS REPORT 2011-2012:** Resolution approving the preliminary engineers report declaring intention to levy FY 2011-2012 annual assessments.
Action: **Board Polled Ayes – SM, SF, AC, RG, GS Noes—0**

14. **RESOLUTION 2011-11 USE OF QUIMBY FEES 2011/2012:** Authorizing the collection and use of District Quimby in lieu fees within the Cameron Park Boundaries.
Action: **Board Polled Ayes – SM, SF, AC, RG, GS Noes—0**

15. **GM SEARCH COMMITTEE UPDATE:** Committee to provide information regarding the recruitment of the General Manager position.
Action: **Amend first paragraph and add additional posting resources. GS/AC Ayes – AC, SF, SM, GS Noes - 0**

16. **INTERIM GM CONTRACT EXTENSION:** The current contract for the interim GM expires on June 30, 2011.
Action: **Extend contract to the August 2011 meeting. AC/GS Ayes – AC, SF, SM, GS Noes - 0**

17. **COMMITTEE REPORTS:**
 - A. **CC&R – Standing Committee:**
Shiva Frentzen and Greg Stanton, representatives; Scott McNeil, alternate
Agenda for meeting held June 8, 2011

 - B. **PARKS AND RECREATION – Standing Committee:**
Scott McNeil and Shiva Frentzen, representatives; Greg Stanton, alternate
Agenda for meeting held June 9, 2011

 - C. **BUDGET AND ADMINISTRATION – Standing Committee:**
Scott McNeil and Alan Clarke, representatives;
Agenda and Minutes for meeting held June 2, 2011

- D. FIRE AND EMERGENCY SERVICES – Standing Committee:
Alan Clarke and Greg Stanton, representatives;
Agenda and Minutes for meeting held June 8, 2011
- E. SKATE PARK SUB/COMMITTEE – Standing Committee:
Shiva Frentzen, representatives; **OPEN BOARD POSITION**
Documentation for Town Hall meeting held May 6, 2011
Board would like to change the resolution to an ordinance. Item sent to the next Budget & Administration agenda for review.

MATTERS TO AND FROM DIRECTORS: At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

General Manager Dupray informed the board that a special meeting is needed to interview and appointment a new Board member.

Director Clarke asked where we are with the parking lot at Rasmussen Park and about the spending on cleaning up graffiti.

Director Stanton commented that the Foothill Cruiser's car show was a well attended event, and thanked fellow members.

ADJOURNMENT: Time: 9:53PM Motion made to adjourn. Ayes – AC, SF, SM, GS Noes - 0

Attest:

July 20, 2011

President, Board of Directors

Secretary to the Board

CONFORMED--AGENDA

Special Meeting of the Board of Directors
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California

Thursday, June 30, 2011 at 7:00 PM



Board of Directors

SCOTT MCNEIL, President

SHIVA FRENTZEN, Vice President

Directors ALAN CLARKE, and GREG STANTON

CALL TO ORDER: Time: 7:01 pm

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL** Present: McNeil, Frentzen, Clarke, Stanton
3. **APPROVAL OF AGENDA**
AC/GS Ayes – SM, SF, AC, GS

OPEN FORUM: In accordance to Cameron Park CSD Policy #5030: At this time, members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors. Comment during the Open Forum is limited to five minutes per person. Public testimony will be received on each agenda item as it is called. Individual comments are limited to five minutes. There is a maximum of twenty minutes to each subject matter. The Board reserves the right to waive said rules by a majority vote. For the public's information, we are now taking email requests for future notification of CSD meetings.

1. **APPOINTMENT OF DIRECTOR TO FILL BOARD VACANCY :** Pursuant to the resignation of Richard Green and in accordance with Government Code §1780 and §61204, all vacancies on the Board will be filled by appointment by the remaining directors. The Board will review letters of intention and hear from prospective candidates. The Board may make nominations and vote or trail the matter to allow time for interviews. If appointed at this time, the new director will take his or her seat immediately upon being sworn in.
Recommended Action: Make nominations and vote in a new director or trail the matter to allow time for interviews
Board interviewed 5 Candidates: Pereira, Tucker, Bigler, Kert, Randall
Motion Director Frentzen, 2nd director Stanton to nominate Randall
Action: Motion Fails Ayes – SF, GS Noes – SM, AC
Motion Director Clarke, 2nd director Stanton to nominate Sean Tucker
Action: Ayes – SM, SF, AC, GS Noes – 0
2. **SWEARING IN OF NEWLY-APPOINTED BOARD MEMBER:** if a director is appointed, the board secretary will swear the new director in and he or she will take a seat.
Recommended Action: Swear in newly appointed director should one be appointed
Action: Director Tucker was sworn in by General Manager Rusty Dupray
3. **COMMITTEE RESTRUCTURING:** due to the resignation of Richard Green and possible appointment of a new director, the Board may consider changes to current committee representation and make new assignments as necessary.
Recommended Action: Consider changes to current committee representation and make new assignments

**Action: Director Tucker appointed as the Alternate on the Fire and Emergency Services Committee.
Director McNeil appointed to the Skate Park Committee.**

MATTERS TO AND FROM DIRECTORS: At this time, the Board and staff are provided the opportunity to speak on various issues. Direction by the President may be given; however, no action may be taken unless the Board agrees to include the matter on a subsequent agenda.

NO MATTERS AT THIS TIME

ADJOURNMENT: Time: 8:14 pm

Attest:

July 20, 2011

President, Board of Directors

Secretary to the Board

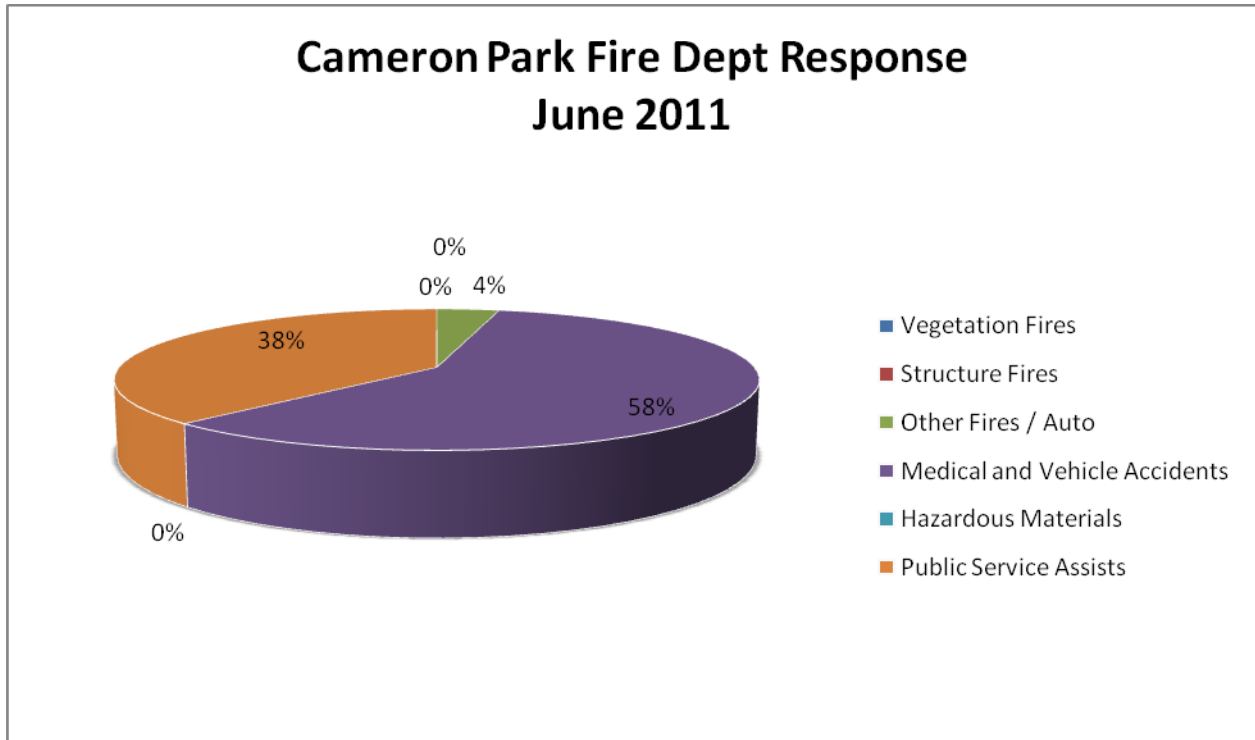
DRAFT

**Cameron Park Community Services District
Staff Report – July 20, 2011**

To: Board of Directors
From: Mike Webb; Battalion Chief
Re: June 2011 Fire Department Report
Recommended Action: Receive and File

Incidents for the Month of June 2011:

Vegetation Fires	Structure Fires	Other Fires / Auto	Medical and Vehicle Acc.	Hazardous Materials	Public Serv. Assists	Total(s)
0	0	8	127	0	82	217



Footnote – Public Service Assists now include medic unit move and cover assignments to geographic posting locations in El Dorado County

PERSONNEL

More changes have occurred this month. The most significant is for our own Battalion Chief Joe Tyler. Chief Tyler has accepted the position as the Assistant Chief in charge of Administration for the Amador El Dorado Unit. Chief Tyler is an amazing manager and his keen knowledge of management and administration will continue to benefit the Cooperative Agreement with Cameron Park Fire Department. I look forward to his support. With Chief Tyler's promotion, I have moved into the B2715 position and will assume the role as the Cameron Park Fire Chief. I have worked closely with Chief Tyler and I have the corporate knowledge and understanding of the Cameron Park/ CAL FIRE to continue to successfully administer the Cooperative Agreement and to provide the highest level of emergency service to the citizen of Cameron Park.

There were several promotions in the Engineer rank last month. CAL FIRE secured additional academy positions and hired 2 Limited Term Engineers to fill in vacant positions. Ben Langford has been a Volunteer Firefighter for Cameron Park and Shawn Schmidt. These are 2 outstanding up and comers and I look forward to attending their graduation on July 22nd.

FIRE OPERATIONS AND ADMINISTRATION

Incidents

No incidents of significance to report. The inclement weather has delayed the drying of the vegetation in and around Cameron Park thus delaying the annual run of vegetation fires in the area.

Grant Opportunities

The Assistance to Firefighters Grant for EMS equipment, AED's, and CPR Instructor training is progressing. Personnel have initiate many of the purchases of the equipment.

The El Dorado County Homeland Security funds available for communication equipment have still not progressed. Apparently these funds are hung up for review at County Counsel.

On Monday, May 9, 2011 I attended the Indian Gaming Local Community Benefit Committee Meeting. It was at this meeting that the committee was to award up to \$208,000 for local agencies that applied for the 2011 Special Distribution Fund Grant Program. I spoke on behalf of the Cameron Park CSD for the Fire Department and am happy to announce that we were awarded \$20,585 in grant funds for apparatus equipment to better serve the Casino area when responding there. This award was 100% of our request. Special thanks to all the committee members for their consideration to the community and Cameron Park CSD.

Public Events

The Cameron Park Fire Department and CAL FIRE showcased E88 and E2782 at the Foothill Cruiser Event at Krista McAuliffe Park.

Apparatus

Our CAL FIRE mechanic Jason Warden has worked diligently to complete annual preventative maintenance on all Cameron Park Fire equipment. I have spoke with HME and the new engine is schedule to arrive at the HME West Sacramento facility by the end of July and from there delivery to Cameron Park in mid August.

LAFCO/Aid to Fire Issues

Pioneer Fire District has asked El Dorado County Board of Supervisors for assistant to carry over to the next property tax disbursement. There has been little activity or discussion regarding this issue.

FIRE OPERATIONS AND ADMINISTRATION (continued)

El Dorado County Fire Chiefs Association

I have attached the agenda for the next meeting which will be my first. I will report next month.

Cameron Park Volunteer Firefighters Association

I am planning to deliver a letter to the CPVFFA outlining and prioritizing needs of the Fire Department.

Cameron Park Explorer Post 89

No updates or activities of the Cameron Park Explorer Post 89.

JPA OPERATIONS AND ADMINISTRATION

JPA Board of Directors Meeting

El Dorado County Board of Supervisors to hear report from there committee that researched the issue of Exclusivity of the JPA contract on Tuesday the 19th, I will report next month.

JPA Systems Management Committee (Operations)

No significant issues for the JPA Systems Management Committee.

JPA Finance Committee (Budget)

No significant issues for the JPA Systems Management Committee.

Cameron Park Community Services District Staff Report for July 2011
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To: Board of Directors
From: Tina Helm, Recreation Supervisor
Re: Recreation Department Report
Recommended Action: Receive and File

POOL: The Sierra Sharks continue to use the pool for both their morning and afternoon practices. In addition to this we are offering water aerobics both in the morning and evenings. They held a swim meet June 18 and will have two more in July. Lap swim is offered during public and in the mornings when the swim team is here. The pool is now open 7 days/week. Swim lessons are being held in the pool throughout the day.

CAMERON PARK LAKE: The Lake is being prepped for the 12th Annual Summer Spectacular which was attended by lots of people and was a spectacular show.

SUMMER PROGRAMS: Summer Camp registration continues to take place for all camps including –Co-ed Volleyball, Kids Kamp, Horse Camp, Art Camp, Challenger Soccer Camp and UK Soccer Camp. More interest for the summer kidz kamp program continues as the summer is progressing. The camp will be all day for ages 6 and up.

ADULT BASKETBALL LEAGUES : There currently are nine men’s teams playing on Tuesday evenings and four teams playing on Wednesday evenings.

FOOTHILLS CRUISER’S CAR SHOW: Was held at Christa McAuliffe Park and was a resounding success.

COMMUNITY CENTER:

June rental activities included:

- DJ Elements – teen dance
- Rotary
- Cameron Park Library
- Bureau of Land Management
- Sierra Sharks Parent Meeting
- Madd Impact panel

Ongoing Rentals

- EDCAR(El Dorado County Association of Realtors) Weekly
- Christian’s Women’s Group, Monthly
- Gold Nugget Quilters, Weekly
- American Sewing guild- monthly
- El Dorado Camera Club – monthly
- Sierra Sharks Board Meetings – monthly

OTHER UPCOMING EVENTS:

- Summer Concert Series – Friday, July 15, Friday July 29, Saturday August 13, and Friday August 26 – held at Christa McAuliffe Park

**Cameron Park Community Services District
Staff Report for July 2011**

To: Board of Directors
From: Paul Ryan, Parks Superintendent
Re: Parks Department Report
Recommended Action: Receive and File

Parks/Facilities Administration

- **Summer Spectacular;** Staff supported another successful Summer Spectacular. Most employees volunteered their time. Very few facility or fireworks problems.
- **C.P. Lake;** West side aerating fountain is installed and operational. East side will be installed ASAP.
- **Rasmussen Park;** Parking lot temporary patching/repairs are being addressed now. Dave Germstadt from Carlton Engineering will be addressing the full board in August to explaining drainage, clay, and design challenges of rebuilding the complete parking lot.
- **Christa McAuliffe Park;** Staff is supporting concerts in the park series.
- **Community Center;** Rich Young from Aquatic Commercial Consulting is developing bid specifications for pool slide. He will also conduct bidding process, county permit process, and construction Management. The pool deck furniture has been awarded to lowest bidders, “Tropitone Furniture” and “All About Play”. Furniture will be placed on deck as delivered.

Normal Scheduled Maintenance

- Cameron Park Community Center
- Cameron Park Lake
- Rasmussen Park
- Hacienda Park
- Chardi Corner
- Christa McAuliffe Park
- Gateway Park
- Northview Park
- Cameron Valley Estates
- Eastwood Park
- David West Park
- Bar J 15A&B

No Maintenance Performed

- Knollwood Park
- Sandpiper Park
- Bonanza Park
- Royal Oaks Park
- Dunbar Corner

**El Dorado County
Emergency Services Authority**

Board of Directors Meeting

Wednesday, June 15, 2011, 9:00 a.m.

El Dorado County OES Conference Room, 330 Fair Lane, Placerville, CA 95667

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance Schwab

2. Approval of Agenda Schwab

3. Public Comments Schwab

Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Individual comments will be limited to three (3) minutes. The Board reserves

the right to waive said rules by a majority vote.

4. Consent Calendar Schwab

4.1 Approval of JPA Board Minutes of May 17, 2011

4.2 Receive and File JPA Finance Committee Meeting Minutes of May 4, 2011

4.3 Receive and File JPA Systems Mgmt. Committee Meeting Minutes of April 27, 2011

4.4 Approval of May 2011 Bills

5. Correspondence

6. Reports

6.1 Review and Discuss Medical Response Statistics for May 2011 Hackett

6.2 Report from JPA Systems Management Committee Meeting of May 25, 2011 Hardy

6.3 Report from JPA Finance Committee Meeting of June 1, 2011 Keating

6.4 Executive Director Report Hackett

7. Fiscal Items

7.1 EdCat Report – May 2011 Hackett

7.2 Review of CSA 7 Revenue vs. Expenditures Report Hackett

7.3 Discussion/Action Regarding Audit Finding Related to Diamond Springs Fire Hackett

7.4 Discussion/Action Regarding Audit Finding Related to El Dorado County Fire Hackett

7.5 Review/Approval of Forte Holdings, Inc. Contract for EPCR Project Hackett

8. Old Business

8.1 Approval of Amendment IV of the Agreement for Services #200-S0811 – Discontinuation of the Advancement of the One-Twelfth (1/12) Annual Deposit to the JPA Hackett

8.2 Resolution – Revised Amendment III - Fire Protection Agreement for Dispatch Services for 2011 – 2014 Hackett

9. New Business

9.1 Approval of Retiree Health Benefits Reserve Funding Policy Hackett

10. Director Items Schwab

11. Adjournment Schwab

Next meeting: 9:00 a.m. on Wednesday, July 20, 2011, El Dorado County OES Conf. Room, 330 Fair Lane, Placerville

All Board Meetings are recorded:

The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619

Note: The Board of Directors may elect to take action on any item included on this agenda.

**EL DORADO COUNTY FIRE CHIEFS' ASSOCIATION
AGENDA**

PLACE: El Dorado County OES Conference Room
330 Fair Lane
Placerville, CA 95667

DATE: WEDNESDAY, July 20, 2011

TIME: 0800 Hours

- I.** Call to Order
- II.** Pledge of Allegiance
- III.** Introduction of Guests
- IV.** Approval of Agenda
- V.** Approval of Minutes of June 15, 2011
- VI.** Treasurer's Report
- VII.** Fire Advisory Board
- VIII.** Old Business:
 1. Tax Committee Update (Keating)
 - 2.
 - 3.
- IX.** New Business
 1. Presentation FDAC-EBA/Healthcare (Keating)
 2. Gareth Harris, Fire Chief Lake Valley FPD (Schwab)
 3. SRA Fee (CALFIRE)
- X.** Department Reports (as needed)

**EL DORADO COUNTY FIRE CHIEFS' ASSOCIATION
AGENDA**

**Agenda:
July 20, 2011
Page 2**

XI. Section Reports

1. Training Officers
2. Fire Prevention Officers

XII. Standing Committee Reports

1. EMS Agency
2. OES, State
3. Legislation
4. Mutual Aid
5. OES County
6. HazMat
7. Communications (Repeater Update)
8. Fire Safe Council
9. CalStar
10. LAFCO

XIII. Good and Welfare

XIV. Next Meeting: August 17, 2011

XV. Adjournment

**Cameron Park Community Services District
Staff Report for June 2011**

To: Board of Directors
From: Livia Amidon, Account Clerk
Re: June Financial Reports
Recommended Action: Receive and File

The attached reports represent the financials of the District from June 1, 2011 – June 30, 2011

The reports are as follows:

- Operating Statements for: June 1, 2011 through June 30, 2011 of the General Fund by department
 - Administration
 - Fire
 - Parks
 - Recreation
 - Community Center
- June Check Register (accounts payable invoices)

Please note.....

- 2010/2011 YTD Budget to Actual Totals by department (Administration, Fire, Parks, and Recreation & Community Center) **will not be included this month.** The Final 06.30.2011 will not be available until August or September.
- Receivables due for the 2010/2011 FY still need to be recorded and applied.

The reports attached are un-audited and un-reconciled to date.

**Cameron Park Community Service District
Operating Statement June 30, 2011**

FUND: 1 General Fund		Fin Trac		1000	3000	4000	5000	7000
GL Account No.	Account Description	Total	Non Dept	Admin	Fire	Park	Recreation	Com Center
INCOME:								
01-1050-0000	Cash - Due from County FY 10/11	1,412,592		127,133	988,814	254,267	42,378	
01-1300-0000	Cash - Due from other Agencies	-						
01-4110-0000	Property Tax (received to date)	1,332,088		119,888	932,461	239,776	39,963	
01-4111-0000	CSDA OBI Prop 1A	-						
01-4113-1000	Franchise Fees	119,274		119,274				
01-4142-3000	Tuition	6,050			6,050			
01-4145-5000	Youth Programs	7,885					7,885	
01-4145-7000	Community Center Youth Programs	13,473						13,473
01-4146-5000	Adult Programs	10,599					10,599	
01-4146-7000	Community Center Adult Programs	31,905						31,905
01-4147-5000	Youth Sports	38,155					38,155	
01-4148-5000	Adult Sports	3,475					3,475	
01-4149-5000	Camp Revenues	12,126					12,126	
01-4150-7000	Pre-School Program	10,525					-	10,525
01-4151-7000	Teen Center/Activities	2,190					-	2,190
01-4152-7000	Senior Nutrition Program						-	-
01-4153-7000	Senior Programs						-	-
01-4165-0000	Transfer In	-	-					
01-4170-5000	Special Events	4,339					4,339	
01-4170-7000	Special Events	6,704						6,704
01-4180-5000	CP Lake Day Passes/Kiosk	37,902					37,902	
01-4181-5000	CP Lake Season Pass	12,887					12,887	
01-4182-5000	CP Lake Reservations	4,972					4,972	
01-4183-7000	Summer Kids	19,922						19,922
01-4184-5000	CP Lake Concessions	12,544					12,544	
01-4181-7000	CC Concessions	528					-	528
01-4185-7000	Community Center Rentals	52,885					-	52,885
01-4186-7000	Gym Use Fees/Programs	40,443					-	40,443
01-4187-7000	Community Center Pool	75,072					-	75,072
01-4190-4000	Parks/Facility Rev	18,649				18,649		
01-4211-5000	Non-Resident Fee						-	-
01-4220-6000	Summer Spectacular	51,299	51,299					
01-4225-4000	Skate Park	250				250		
01-4250-1000	Donations	-						
01-4250-3000	Donations	-						
01-4250-4000	Donations	-						
01-4250-5000	Donations	-						
01-4260-3000	JPA Reimbursable	595,346			595,346			
01-4400-0000	Reimbursement	2,993		532			2,461	
01-4410-0000	Penalties	-						
01-4505-0000	Interest	8,172		8,172				
01-4510-0000	Interest Property tax	-						
01-4600-0000	Other Income	12,430		12,430				
01-4999-0000	Suspense							
Total Revenue		3,957,671	51,299	387,429	2,522,671	512,942	229,685	253,646
FUND: 1 General Fund								
GL Account No.	Account Description	Total	Non Dept	Admin	Fire	Park	5000	7000
EXPENSE:								
01-5000-0000	Salaries - Permanent	391,903		158,784		128,466	49,005	55,648
01-5010-0000	Salaries - Seasonal	208,938		34,160		9,779	145,866	19,134
01-5130-0000	Health & Dental	150,585		45,092	40,822	27,262	13,155	24,254
01-5140-0000	Vision Insurance	1,592		401		501	308	382
01-5150-0000	Retiree Benefits	88,150		34,480		26,433	10,976	16,261
01-5160-1000	Worker's Comp	2,027		193	892	423	386	134
01-5180-0000	FICA/Medicare Employ	22,265		5,246		3,070	11,803	2,146
01-5190-0000	UI/TT Contribution	11,400		3,330		2,067	6,003	
	Total Salaries & Benefit	876,861	-	281,686	41,713	198,000	237,503	117,959
01-5209-1000	Advertising/Marketing	16,557		309			6,522	9,726
01-5210-0000	Agency Admin	3,028		757	757	757	757	
01-5215-0000	Agriculture	62,181				50,891		11,290
01-5220-1000	Audit/Accounting	46,885		33,207	4560	4,560	4,560	
01-5221-0000	Bank Charge	7,852		2,129			4,856	868
01-5230-0000	Clothing/Uniform	6,786			3,073	1,204	2,316	193

For Internal Use Only
Unaudited/Unreconciled

**Cameron Park Community Service District
Operating Statement June 30, 2011**

GL Account No.	Account Description	Total	Non Dept	Admin	Fire	Park	Recreation	Com Center
01-5231-0000	Computer Software	10,719		4,773	396	548	2,740	2,262
01-5235-0000	Contractual Service	258,675		5,879	14,404	95,615	94,029	48,749
01-5236-3000	Contractual Service - PS	2,758,052			2,758,052			
01-5250-0000	Director Comp	15,040		11,990	500	1,300	1,250	
01-5260-0000	EDC Dept Agency	648		120	252	24	120	132
01-5265-0000	Educational Materials	1,685		92			192	1,401
01-5270-0000	Elections	6,741		1,685	1,685	1,685	1,685	
01-5275-0000	Equipment-Small Tool	14,041		55	2,011	9,328	887	1,760
01-5282-0000	Fee Refund	16,359					7,854	8,506
01-5285-0000	Fire & Safety Supplies	14,232			9,468	4,546	54	165
01-5295-3000	Fire Turnouts	(341)			(341)			
01-5290-0000	Fire Prevention & Supplies	-						
01-5296-0000	Fire- Vol/Res	20,370			20,370			
01-5300-0000	Food	6,994		1,232	1,394	354	3,861	152
01-5305-0000	Fuel	57,543			49,337	8,206		
01-5310-0000	Government Fees/Permit	7,909		550	1,878	4,839	267	375
01-5315-0000	Household Supplies	11,428			2,844	5,641		2,943
01-5320-0000	Insurance	80,908		3,337	32,143	26,712	18,667	50
01-5335-0000	Legal Services	36,235		36,235				
01-5340-0000	Maint. - Vehicle Supplies	-						
01-5345-0000	Maint. - Buildings	14,985		150	2,911	4,321		7,603
01-5350-0000	Maint. - Equipment	41,724		2,116	8,111	25,324	1,612	4,561
01-5355-0000	Maint. - Grounds	30,059			2,343	25,997		1,719
01-5360-0000	Maint. - Radio/Phone	1,149			1,149			
01-5365-0000	Maint. - Tires & Tubes	4,978			3,408	1,570		
01-5370-0000	Maint. - Vehicle	15,093			12,879	2,215		
01-5375-0000	Medical Supplies	-						
01-5380-0000	Memberships/Subscriptions	5,985		4,633	867	245	240	
01-5385-0000	Mileage Reimburse	18					18	
01-5395-0000	Miscellaneous	7,315		601	186	611	5,351	567
01-5400-0000	Office Supplies	7,069		2,521	3,613	75	833	27
01-5410-0000	Postage	5,945		559	495	210	3,407	1,274
01-5415-0000	Printing	4,018		816	504	545	2,092	61
01-5415-0000	Professional Services	27,201		7,042	2,213	9,851	4,608	3,487
01-5421-0000	Program Supplies	16,635					9,521	7,115
01-5425-0000	Public & Legal Notices	214		169	15	15	15	
01-5430-0000	Radios	368			368			
01-5431-0000	Refund	77						77
01-5435-0000	Rent/Lease - Bldgs	3,236					455	2,781
01-5440-0000	Rent/Lease - Equip	1,393			65	1,107	221	
01-5455-0000	Staff Development	3,678		389	2,296	479	514	
01-5466-0000	Summer Spectacular	54,037	54,037					
01-5470-0000	Telephone	24,437		3,770	13,579	1,423	4,764	902
01-5480-0000	Travel/Lodging	1,199		23	1,147		29	
01-5490-0000	Utilities - Water	38,544			9,984	20,175		8,384
01-5492-0000	Utilities - Elec/Gas	134,820		283	23,268	39,210		72,060
01-5493-0000	Utilities - Garbage	-						
01-5625-0000	Capital Equipment Expense	3,872		1,078	320	2,474		
	Total Service & Supplies	3,908,576	54,037	126,497	2,992,505	352,054	184,296	199,187
	Total Salaries & Benefits	876,861						
	Total Expenditures	4,785,436	54,037	408,183	3,034,219	550,054	421,798	317,146
	Net Gain (Loss)	(827,765)	(2,737)	(20,754)	(511,548)	(37,112)	(192,114)	(63,500)



Accounts Payable Check Register

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Date	Check No	Vend ID	Name	Recon	Void	Type	Amount	Bank	Invoice/Item No
06/10/2011	15665	01000-01	Public Employee's Union Local 1	No	No	Normal	91.64	OPR	Inv# E.D.-LOC1 DU
06/10/2011	15666	08808 01	State Street Bank and Trust Company	No	No	Normal	26.46	OPR	Inv# E.D.-PERS DC
06/15/2011	15667	11996 01	Alan Clarke	No	No	Normal	900.00	OPR	Inv# Apr 27 & May
06/15/2011	15668	16224 01	Albert J Pitetti	No	No	Normal	1,060.00	OPR	Inv# 2061,2060
06/15/2011	15669	14315 01	Alhambra & Sierra Springs	No	No	Normal	56.93	OPR	Inv# 922989905181
06/15/2011	15670	04875 01	Allstar Fire Equipment, Inc.	No	No	Normal	168.87	OPR	Inv# 1142503
06/15/2011	15671	00392 12	AT&T	No	No	Normal	147.35	OPR	Inv# 000002370551
06/15/2011	15672	ONE00364	Aziz Alsagoff	No	No	Normal	79.00	OPR	Inv# 25808
06/15/2011	15673	08658 01	Beneficial Administration	No	No	Normal	155.78	OPR	Inv# JUN 2011-002
06/15/2011	15674	04803 01	Blue Ribbon Personnel Services	No	No	Normal	5,739.12	OPR	Inv# 5950,6043
06/15/2011	15675	07394 01	Buckeye Union School District	No	No	Normal	1,551.54	OPR	Inv# 110153,11014
06/15/2011	15676	03044 01	Burton's Fire Inc.	No	No	Normal	838.11	OPR	Inv# S1226
06/15/2011	15677	05737 01	CA Department of Forestry & Fire	No	No	Normal	1,756.65	OPR	Inv# 101461,10151
06/15/2011	15678	00219 02	Cambridge Hardware	No	No	Normal	575.57	OPR	Inv# 5637,5692,569
06/15/2011	15679		Voided Check	No	Yes	Normal	0.00	OPR	Inv#
06/15/2011	15680	15586 01	Capital Private Patrol	No	No	Normal	1,400.00	OPR	Inv# 1947
06/15/2011	15681	50309 01	Carbon Copy Inc.	No	No	Normal	135.36	OPR	Inv# 2022297
06/15/2011	15682	00682 03	Coca Cola Bottling Company	No	No	Normal	563.59	OPR	Inv# 01D00341481
06/15/2011	15683	00682 02	Coca-Cola USA	No	No	Normal	27.06	OPR	Inv# 7300386258
06/15/2011	15684	3213 02	Department of Industrial Relations	No	No	Normal	125.00	OPR	Inv# E9253535A
06/15/2011	15685	01452 02	ER Signs & Designs	No	No	Normal	51.66	OPR	Inv# 145
06/15/2011	15686	00322 01	Foothill Landscape Materials	No	No	Normal	890.90	OPR	Inv# 3471,3494,349
06/15/2011	15687	00220 01	Gold Country Equipment Center	No	No	Normal	143.56	OPR	Inv# 1405,1570
06/15/2011	15688	12617 01	Highlander Pest Control	No	No	Normal	110.00	OPR	Inv# 0011265,0011
06/15/2011	15689	50330 01	Hillyard Inc.	No	No	Normal	192.86	OPR	Inv# 282064
06/15/2011	15690	07576 05	Home Depot Credit Services	No	No	Normal	2,431.70	OPR	Inv# 6012853,6014
06/15/2011	15691	50351 01	Hunt & Sons	No	No	Normal	4,021.69	OPR	Inv# 168921,16900
06/15/2011	15692	19037 01	Jared Evans	No	No	Normal	80.00	OPR	Inv# Apr & May 201
06/15/2011	15693	15672 01	John Deere Landscapes, Inc.	No	No	Normal	162.14	OPR	Inv# 58032944,580
06/15/2011	15694	01916 01	Karen Giles	No	No	Normal	24.60	OPR	Inv# 70137
06/15/2011	15695	01909 01	Melanie DeMure	No	No	Normal	682.50	OPR	Inv# 70136
06/15/2011	15696	00019 01	Paul Holdgate	No	No	Normal	1,250.00	OPR	Inv# SS 2011 Soun
06/15/2011	15697	13958 01	Robert Raymond Westphal	No	No	Normal	152.60	OPR	Inv# 05-24-2011
06/15/2011	15698	00361 01	Shiva Frentzen	No	No	Normal	400.00	OPR	Inv# 051211
06/15/2011	15699	01908 01	Teresa Downey, CPA	No	No	Normal	747.50	OPR	Inv# 405
06/15/2011	15700	ONE00365	Wendy Deitz	No	No	Normal	140.00	OPR	Inv# 25332
06/17/2011	15701	50042 01	Airgas-NCN	No	No	Normal	2,358.63	OPR	Inv# 102095652,10
06/17/2011	15702	10637 01	Angius & Terry LLP	No	No	Normal	605.08	OPR	Inv# 20111252
06/17/2011	15703	50255 01	Arnolds for Awards	No	No	Normal	48.71	OPR	Inv# 55103
06/17/2011	15704	04803 01	Blue Ribbon Personnel Services	No	No	Normal	2,806.80	OPR	Inv# 6132
06/17/2011	15705	00020 01	Bob Counts	No	No	Normal	41.82	OPR	Inv# 60240
06/17/2011	15706	ONE00211	Brian Mackwood	No	No	Normal	46.95	OPR	Inv# 60251
06/17/2011	15707	00219 02	Cambridge Hardware	No	No	Normal	25.55	OPR	Inv# 5876
06/17/2011	15708	50309 01	Carbon Copy Inc.	No	No	Normal	346.02	OPR	Inv# 202296,20281
06/17/2011	15709	01448 01	Charles R. Tryson	No	No	Normal	152.00	OPR	Inv# 25672
06/17/2011	15710	01906 01	Christine M La Deaux	No	No	Normal	400.80	OPR	Inv# 70134
06/17/2011	15711	ONE00111	Cortz, Inc	No	No	Normal	1,086.40	OPR	Inv# 008265224,00
06/17/2011	15712	00295 01	Delta Dental - Client Services	No	No	Normal	762.03	OPR	Inv# 06302011
06/17/2011	15713	00358 01	ECMS, Inc.	No	No	Normal	211.55	OPR	Inv# 207541-00
06/17/2011	15714	87100 01	EDC Emergency Services Authority	No	No	Normal	2,863.57	OPR	Inv# 05.25.11
06/17/2011	15715	00322 01	Foothill Landscape Materials	No	No	Normal	146.14	OPR	Inv# 3504
06/17/2011	15716	ONE00113	Gail Mahon	No	No	Normal	184.00	OPR	Inv# 31107
06/17/2011	15717	50351 01	Hunt & Sons	No	No	Normal	1,364.72	OPR	Inv# 168877,16912
06/17/2011	15718	01903 01	Ink Again, Inc	No	No	Normal	171.18	OPR	Inv# 20545
06/17/2011	15719	15672 01	John Deere Landscapes, Inc.	No	No	Normal	679.05	OPR	Inv# 57752875,578
06/17/2011	15720	00021 01	John Lynn Kirkpatrick Jr.	No	No	Normal	68.46	OPR	Inv# 60249
06/17/2011	15721	10123 01	JS West	No	No	Normal	1,772.40	OPR	Inv# 71554,552036,
06/17/2011	15722	04442 01	L.N. Curtis & Sons	No	No	Normal	7,535.27	OPR	Inv# 1212446-00,12
06/17/2011	15723	12372-01	Lincoln Commercial Pool Equipment	No	No	Normal	2,218.02	OPR	Inv# S1162574,S116
06/17/2011	15724	18350 01	Loomis	No	No	Normal	296.13	OPR	Inv# 10886681
06/17/2011	15725	ONE00108	Mike Smith	No	No	Normal	242.46	OPR	Inv# 31134
06/17/2011	15726	11429 01	Nielsen Construction	No	No	Normal	3,968.00	OPR	Inv# 06032011
06/17/2011	15727	00022 01	Ty LaBelle	No	No	Normal	50.51	OPR	Inv# 60250



Accounts Payable Check Register

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Date	Check No	Vend ID	Name	Recon	Void	Type	Amount	Bank	Invoice/Item No
06/17/2011	15728	17093 01	Vanry Holdings, Inc.	No	No	Normal	111.30	OPR	Inv# 50854
06/17/2011	15729	10785 01	The Biegler Law Firm	No	No	Normal	3,680.00	OPR	Inv# April 2011
06/21/2011	15730	00355 01	Andrew Bower	No	No	Normal	300.00	OPR	Inv# 540015
06/21/2011	15731	16241 01	Blain Stumpf	No	No	Normal	1,435.20	OPR	Inv# 201105-173
06/21/2011	15732	19038 01	Blake Cottrell	No	No	Normal	160.00	OPR	Inv# May 2011 Cott
06/21/2011	15733	04803 01	Blue Ribbon Personnel Services	No	No	Normal	3,169.64	OPR	Inv# 6222
06/21/2011	15734	50295 01	C & H Motor Parts, Inc	No	No	Normal	2,631.47	OPR	Inv# 356409
06/21/2011	15735	05737 01	CA Department of Forestry & Fire	No	No	Normal	2,816.00	OPR	Inv# 101736,10155
06/21/2011	15736	17701 01	Corey Laubinger	No	No	Normal	200.00	OPR	Inv# May 2011 Lau
06/21/2011	15737	19011 01	Deke Madsen	No	No	Normal	80.00	OPR	Inv# May 2011 Mad
06/21/2011	15738	05937 01	DOI/BLM	No	No	Normal	41.94	OPR	Inv# 2011032587
06/21/2011	15739	40024 05	EDC Air Quality Management District	No	No	Normal	903.00	OPR	Inv# IN0067224
06/21/2011	15740	40014 02	EDC Central Store	No	No	Normal	85.44	OPR	Inv# 32025
06/21/2011	15741	07893 01	Empire Safety & Supply	No	No	Normal	1,955.13	OPR	Inv# 0031437-IN,00
06/21/2011	15742	19032 01	Gabe Cottrell	No	No	Normal	480.00	OPR	Inv# May 2011 Cott
06/21/2011	15743	50351 01	Hunt & Sons	No	No	Normal	1,427.01	OPR	Inv# 169236
06/21/2011	15744	18272 01	John Merry	No	No	Normal	760.00	OPR	Inv# 23923
06/21/2011	15745	10123 01	JS West	No	No	Normal	1,200.00	OPR	Inv# 74447 - Short
06/21/2011	15746	19028 01	Justin Bryan Vickers	No	No	Normal	160.00	OPR	Inv# May 2011 Vick
06/21/2011	15747	19033 01	Kevin Brown	No	No	Normal	120.00	OPR	Inv# May 2011 Bro
06/21/2011	15748	04442 01	L.N. Curtis & Sons	No	No	Normal	515.81	OPR	Inv# 1214609-00
06/21/2011	15749	04737 05	Office Depot	No	No	Normal	1,074.14	OPR	Inv# Order# 567349
06/21/2011	15750	15902 01	R.J. Ricciardi, Inc	No	No	Normal	1,260.00	OPR	Inv# 7064
06/21/2011	15751	18636 01	Rescue Training Institute, Inc.	No	No	Normal	52.50	OPR	Inv# 2083
06/21/2011	15752	00372 06	Riebes Auto Parts	No	No	Normal	122.31	OPR	Inv# 693737,69327
06/21/2011	15753	04732 01	Sam's Club Direct	No	No	Normal	1,155.68	OPR	Inv# 006087,00837
06/21/2011	15754	00970 04	Shingle Spring/Cameron Park Chamber	No	No	Normal	354.00	OPR	Inv# # 550-S0710 F
06/21/2011	15755	07347 01	Sierra Nevada Tires & Wheels	No	No	Normal	3,408.02	OPR	Inv# 390421,39487
06/21/2011	15756	03585 01	Silverado Avionics Inc.	No	No	Normal	367.66	OPR	Inv# 5397
06/21/2011	15757	10517 01	Steve Mahon	No	No	Normal	184.00	OPR	Inv# REIMB. Mahon
06/21/2011	15758	00158 01	Strauss Food Service	No	No	Normal	190.36	OPR	Inv# 329203
06/21/2011	15759	52064 01	Target Specialty Products	No	No	Normal	842.10	OPR	Inv# 1387649,1387
06/21/2011	15760	00393 01	TELEPACIFIC COMMUNICATIONS	No	No	Normal	550.08	OPR	Inv# Acct# 009995
06/21/2011	15761	ONE00366	Terri Rios	No	No	Normal	32.00	OPR	Inv# Receipt# 2580
06/21/2011	15762	06455 01	The UPS Store	No	No	Normal	201.72	OPR	Inv# Inv# 2449 & 24
06/21/2011	15763	18891 01	Thomas Silva	No	No	Normal	80.00	OPR	Inv# May 2011 Silv
06/21/2011	15764	19023 01	Tumble Time Gymnastic Inc.	No	No	Normal	70.80	OPR	Inv# May classes
06/21/2011	15765	07612 02	U.S. Bank	No	No	Normal	6,428.65	OPR	Inv# 1194 - Helm,1
06/21/2011	15766		Voided Check	No	Yes	Normal	0.00	OPR	Inv#
06/21/2011	15767	03946 07	Verizon Business	No	No	Normal	9.85	OPR	Inv# 00854866,008
06/21/2011	15768	03946 05	Verizon Wireless	No	No	Normal	372.31	OPR	Inv# 0977387299,0
06/21/2011	15769	50205 01	Wayne's Locksmith	No	No	Normal	85.00	OPR	Inv# B052378
06/24/2011	15770	01000-01	Public Employee's Union Local 1	No	No	Normal	91.64	OPR	Inv# E.D.-LOC1 DU
06/24/2011	15771	08808 01	State Street Bank and Trust Company	No	No	Normal	26.46	OPR	Inv# E.D.-PERS DC
06/27/2011	15772	16224 01	Albert J Pitetti	No	No	Normal	552.00	OPR	Inv# 2070
06/27/2011	15773	16183 01	Alliance Computer Technologies	No	No	Normal	105.00	OPR	Inv# 2113589-IN
06/27/2011	15774	02804 04	American Red Cross, Capital Chapter	No	No	Normal	90.00	OPR	Inv# 655714
06/27/2011	15775	00392 13	AT&T	No	No	Normal	1,343.70	OPR	Inv# 2443930,2443
06/27/2011	15776	00366 01	Barry A. Waldron	No	No	Normal	648.00	OPR	Inv# 260602-05 Da
06/27/2011	15777	00023 01	BB Acquisition, Inc	No	No	Normal	862.29	OPR	Inv# 20008,18236,2
06/27/2011	15778	00014 01	Bruce H. David	No	No	Normal	147.60	OPR	Inv# 160313-05
06/27/2011	15779	03044 01	Burton's Fire Inc.	No	No	Normal	105.44	OPR	Inv# S 1886
06/27/2011	15780	50295 01	C & H Motor Parts, Inc	No	No	Normal	71.13	OPR	Inv# 254888 & 3555
06/27/2011	15781	00219 02	Cambridge Hardware	No	No	Normal	120.47	OPR	Inv# 5824 & 5650,6
06/27/2011	15782	01448 01	Charles R. Tryson	No	No	Normal	152.00	OPR	Inv# H20AER- June
06/27/2011	15783	50321 01	Chevron and Texaco Business Card	No	No	Normal	65.51	OPR	Inv# 30320295
06/27/2011	15784	14733 01	Chrysan Dosh	No	No	Normal	255.00	OPR	Inv# 140702-06 Yo
06/27/2011	15785	00682 02	Coca-Cola USA	No	No	Normal	27.06	OPR	Inv# 7300496302
06/27/2011	15786	01905 01	David E. Tiopan	No	No	Normal	126.60	OPR	Inv# 140712 - Tai-C
06/27/2011	15787	00024 01	Edwards A-1 Appliance	No	No	Normal	79.00	OPR	Inv# 51537
06/27/2011	15788	00307 01	El Dorado Irrigation District	No	No	Normal	7,051.38	OPR	Inv# Acct# 033646-
06/27/2011	15789		Voided Check	No	Yes	Normal	0.00	OPR	Inv#
06/27/2011	15790	04383 01	Flying Ace T-Shirts	No	No	Normal	1,296.92	OPR	Inv# 5052 & 5045,5



Accounts Payable Check Register

Date	Check No	Vend ID	Name	Recon	Void	Type	Amount	Bank	Invoice/Item No
06/27/2011	15791	018273 0	Glenda Bell	No	No	Normal	609.00	OPR	Inv# 240702-06 Yo
06/27/2011	15792	10268 01	Gold Country Custom Engraving	No	No	Normal	92.01	OPR	Inv# T-Ball Ribbons
06/27/2011	15793	12617 01	Highlander Pest Control	No	No	Normal	75.00	OPR	Inv# 0011809
06/27/2011	15794	19028 01	Justin Bryan Vickers	No	No	Normal	120.00	OPR	Inv# JUN Vickers
06/27/2011	15795	10276 01	Lorita Buchanan	No	No	Normal	301.20	OPR	Inv# 140603-04 Tap
06/27/2011	15796	01443 01	Lynn McCarty	No	No	Normal	323.00	OPR	Inv# H20AER - Jun
06/27/2011	15797	00025 01	Marquee Fire Protection	No	No	Normal	650.00	OPR	Inv# 23335
06/27/2011	15798	18997 01	Mountain Democrat	No	No	Normal	153.50	OPR	Inv# Ad# 02533315
06/27/2011	15799	04737 05	Office Depot	No	No	Normal	155.87	OPR	Inv# 565628367001
06/27/2011	15800	00395 03	PG&E	No	No	Normal	15,507.88	OPR	Inv# 0440984301-0,
06/27/2011	15801	ONE00148	Philip Listberger	No	No	Normal	280.00	OPR	Inv# APR/JUN Listb
06/27/2011	15802	00447 03	Ponderosa Athletic Boosters	No	No	Normal	562.56	OPR	Inv# 420404-04 Girl
06/27/2011	15803	02097 01	Public Employee's Retirement System	No	No	Normal	10,669.18	OPR	Inv# EMP CODE 13
06/27/2011	15804	13958 01	Robert Raymond Westphal	No	No	Normal	638.40	OPR	Inv# 120700-05 Tae
06/27/2011	15805	03679 01	Rosalie M. Stearns	No	No	Normal	218.40	OPR	Inv# 160721-06 Zu
06/27/2011	15806	11938 01	Sandra G Nimmo	No	No	Normal	325.00	OPR	Inv# 13148
06/27/2011	15807	ONE00367	Sherry Haase	No	No	Normal	131.00	OPR	Inv# Receipt# 2758
06/27/2011	15808	04898 01	Sundance	No	No	Normal	91.58	OPR	Inv# SI-43767
06/27/2011	15809	00362 01	Susan Kakavas	No	No	Normal	172.80	OPR	Inv# 120106-6A Co
06/27/2011	15810	03210 01	Suzanne Bell	No	No	Normal	230.40	OPR	Inv# 120101-C6 Art
06/27/2011	15811	10785 01	The Biegler Law Firm	No	No	Normal	3,620.00	OPR	Inv# May 2011
06/27/2011	15812	00030 01	The Paint Spot	No	No	Normal	479.01	OPR	Inv# 420 & 439
06/27/2011	15813	01915 01	Tracey Lynn Rinella Lowry	No	No	Normal	2,000.00	OPR	Inv# GM PROJ Pay
06/27/2011	15814	00026 01	Tuff Shed, Inc.	No	No	Normal	2,093.45	OPR	Inv# Order# 550241
06/27/2011	15815	19023 01	Tumble Time Gymnastic Inc.	No	No	Normal	88.80	OPR	Inv# 120712-14 Gy
06/27/2011	15816	17093 01	Vanry Holdings, Inc.	No	No	Normal	53.20	OPR	Inv# 120705-06 Sta

Total Reconciled Checks In Selected Range: 0.00
 Total Reconciled Check Amount Paid In Selected Range: 0.00
 Total Unreconciled Checks In Selected Range: 149.00
 Total Unreconciled Check Amount Paid In Selected Range: 149,263.55
 Total Void Checks In Selected Range: 3.00
 Total Void Check Amount Paid In Selected Range: 0.00

SELECTION CRITERIA:

Check Date Range: 06/01/11 Through 06/30/11
 Bank: OPR
 Check Sort Option: Date Then Check
 Check Status Option: Unreconciled Checks Only
 Check Process Option: Both Good and Voided Checks

STAFF REPORT

DATE: June 20, 2011

TO: The Board of Directors

FROM: Livia Amidon

SUBJECT: Public Hearing and Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2011-12 for the following Landscaping and Lightings Districts: Airpark, Unit 6, Unit 7, Unit 8, Viewpointe, Goldorado, Unit 11, Unit 12, Cameron Woods 1-4, Bar J15-A, Bar J 15-B, Creekside, Eastwood, David West, Cambridge Oaks, Nothview, Cameron Valley, Cameron Woods 8 and Silver Springs.

RECOMMENDATION

It is recommended that the Board hold a public hearing, consider all public comments, and subsequently approve Resolution 2011-13 that would approve the Engineer's Report, confirm the diagram and assessment, and order the levy of assessment for fiscal year 2011-12 for the Cameron Park CSD Landscaping and Lighting Districts as the final step in levying the assessments.

RESULT OF RECOMMENDED ACTION

The Board will order the levy of the assessments for fiscal year 2011-12, and will cause those levies to be submitted by SCI Consulting Group to the County Auditor to be included on the 2011-12 property tax bills.

BACKGROUND

In order to continue to levy the assessments each year, the Board first adopts a resolution initiating the assessment proceedings for the year and directing the engineer of work, SCI Consulting Group, to prepare the annual Engineer's Report for the District. The Board approved this resolution #2011-04 at the April 27, 2011 Board meeting.

SCI Consulting Group prepared the Engineer's Report that includes the special and general benefits from the assessments, the proposed budget for the assessments for fiscal year 2011-12, the updated proposed assessments for each parcel in the District, and the proposed assessments per single family equivalent benefit unit for the fiscal year. At the June 15, 2011 Board meeting, the Board reviewed the Engineer's Report and adopted a resolution to declare its intention to levy the assessments, preliminarily approve the Engineer's Report, and provide for notice of the annual public hearing.

Each year, in order to continue to levy the assessments for the coming fiscal year, the Board conducts a noticed public hearing and receives

public input on the proposed assessments and the services that they would fund. After hearing the public testimony, the Board may take final action on setting the assessment rate, establishing the services and improvements to be funded and ordering the levy of the assessments for fiscal year 2011-12.

FISCAL YEAR 2011-12 PROPOSED ASSESSMENT RATES & ESTIMATED REVENUES

Unit	LLAD	11-12 Rate	Estimated Revenue
#30	AIRPARK LLAD	\$63.02	\$20,229.42
#31	UNIT 6 LLAD	\$54.50	\$16,568.00
#32	UNIT 7 LLAD	\$36.18	\$12,518.28
#33	UNIT 8 LLAD	\$36.20	\$15,493.60
#34	VIEWPOINTE LLAD	\$45.06	\$6,218.28
#35	GOLDORADO LLAD	varies by size of parcel	\$2,960.00
#36	UNIT 11 LLAD	\$22.42	\$6,882.94
#37	UNIT 12 LLAD	\$37.28	\$12,339.68
#38	CAMERON WOODS 1-5 LLAD	\$47.50	\$7,790.00
#39	BAR J 15A COUNTRY CLUB LLAD	\$48.24	\$24,264.72
#40	BAR J 15B MERRYCHASE LLAD	\$190.04	\$10,651.56
#41	CREEKSIDE LLAD	\$31.00	\$2,449.00
#42	EASTWOOD LLAD	\$223.54	\$40,907.82
#43	DAVID WEST LLAD	\$154.75	\$17,022.50
#44	CAMBRIDGE OAKS LLAD	\$14.88	\$1,636.80
#45	NORTHVIEW LLAD	\$324.00	\$29,808.00
#46	CAMERON VALLEY LLAD	\$106.52	\$12,782.40
#47	CAMERON WOODS 8 LLAD	\$96.82	\$5,131.46
#48	SILVER SPRINGS	\$0.00	\$0.00

Respectfully submitted,

Livia Amidon
Cameron Park Community Services District

**RESOLUTION NO. 2011-13
OF THE**

**BOARD OF DIRECTORS OF THE CAMERON PARK COMMUNITY SERVICES
DISTRICT, COUNTY OF EL DORADO, STATE OF CALIFORNIA,**

**APPROVING ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT
AND DIRECTING AUDITOR OF EL DORADO COUNTY TO LEVY AND COLLECT
ASSESSMENTS FOR FISCAL YEAR 2011-12 IN:**

**AIRPARK LLAD #30, UNIT 6 LLAD #31, UNIT 7 LLAD #32, UNIT 8 LLAD #33,
VIEWPOINTE LLAD #34, GOLDORADO LLAD #35, UNIT 11 LLAD #36, UNIT 12 LLAD
#37, CAMERON WOODS 1-4 LLAD #38, BAR J 15A COUNTRY CLUB LLAD #39, BAR J
15B MERRYCHASE LLAD #40, CREEKSIDE LLAD #41, EASTWOOD LLAD #42,
DAVID WEST LLAD #43, CAMBRIDGE OAKS LLAD #44, NORTHVIEW LLAD #45,
CAMERON VALLEY LLAD #46, CAMERON WOODS LLAD #47 and SILVER SPRINGS
#48**

WHEREAS, after receiving a weighted majority of ballots in support of the proposed assessments, this Board ordered the formation of and levied the first assessments within the Cameron Park Community Services District Landscaping and Lighting Districts (the "Assessment Districts") pursuant to the provisions of Article XIIIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof); and

WHEREAS, by Resolution No. 2011-04, the Board ordered the preparation of an Engineer's Report for the Landscaping and Lighting Districts for fiscal year 2011-12; and

WHEREAS, pursuant to said Resolution, the Engineer's Report was prepared by SCI Consulting Group, Engineer of Work, in accordance with Section 22565, et. seq., of the Streets and Highways Code (the "Report") and Article XIIIID of the California Constitution; and

WHEREAS, by Resolution No. 2011-12, the Board preliminarily approved the Engineer's Report for said Assessment Districts and set a date for a Public Hearing; and

WHEREAS, said report was duly made and filed with the General Manager and duly considered by this Board and found to be sufficient in every particular, whereupon it was determined that the report should stand as the Engineer's Report for all subsequent proceedings under and pursuant to the aforesaid resolution, and that July 20, 2011, at the hour of 7:00 p.m., at the Cameron Park Community Services District Office located at 2502 Country Club Dr., Cameron Park, CA 95682, were appointed as the time and place for a hearing by this Board on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the levy were fully heard and considered by the Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the levy and the confirmation of the diagram and assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses

thereof.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The public interest, convenience and necessity require that the levy be made.

SECTION 2. The Assessment Districts benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by a map thereof filed in the office of the General Manager, which map is made a part hereof by reference thereto.

SECTION 3. The Engineer's Report as a whole and each part thereof, to wit:

(a) the Engineer's estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;

(b) the diagram showing the assessment districts, plans and specifications for the improvements to be maintained and the boundaries and dimensions of the respective lots and parcels of land within the Assessment Districts; and

(c) the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Assessment Districts in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto; are finally approved and confirmed.

SECTION 4. Final adoption and approval of the Engineer's Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessments, as contained in the report as hereinabove determined and ordered, is intended to and shall refer and apply to the report, or any portion thereof as amended, modified, or revised or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this Board.

SECTION 5. Those assessments for fiscal year 2011-12 shall be levied at the rates indicated in the table listed on the next page:

Unit	LLAD	11-12 Rate
#30	AIRPARK LLAD	\$63.02
#31	UNIT 6 LLAD	\$54.50
#32	UNIT 7 LLAD	\$36.18
#33	UNIT 8 LLAD	\$36.20
#34	VIEWPOINTE LLAD	\$45.06
#35	GOLDORADO LLAD	varies by size of parcel
#36	UNIT 11 LLAD	\$22.42
#37	UNIT 12 LLAD	\$37.28
#38	CAMERON WOODS 1-5 LLAD	\$47.50
#39	BAR J 15A COUNTRY CLUB LLAD	\$48.24
#40	BAR J 15B MERRYCHASE LLAD	\$190.04
#41	CREEKSIDE LLAD	\$31.00
#42	EASTWOOD LLAD	\$223.54
#43	DAVID WEST LLAD	\$154.75
#44	CAMBRIDGE OAKS LLAD	\$14.88
#45	NORTHVIEW LLAD	\$324.00
#46	CAMERON VALLEY LLAD	\$106.52
#47	CAMERON WOODS 8 LLAD	\$96.82
#48	SILVER SPRINGS	\$0.00

as specified in the Engineer's Report for fiscal year 2011-12 with estimated total annual assessment revenues as set forth in the Engineer's Report; and

SECTION 6. The assessment to pay the costs and expenses of the maintenance of the improvements for fiscal year 2011-12 is hereby levied. For further particulars pursuant to the provisions of the Landscaping and Lighting Act of 1972, reference is hereby made to the Resolution Directing Preparation of Engineer's Report.

SECTION 7. Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the hearing, this Board expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements at least in the amount if not more than the amount, of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefits.

SECTION 8. Immediately upon the adoption of this resolution, but in no event later than the third Monday in August following such adoption, the General Manager shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of El Dorado. Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments, After collection by the County, the net amount of the assessments, after

deduction of any compensation due the County for collection, shall be paid to the Cameron Park Community Services District Landscaping and Lighting Districts.

SECTION 9. Upon receipt of the moneys representing assessments collected by the County, the County shall deposit the moneys in the Community Services District Treasury to the credit of the improvement funds previously established under the distinctive designation of the Assessment Districts. Moneys in the improvement funds shall be expended only for the maintenance, servicing, construction or installation of the improvements.

SECTION 10. The General Manager shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 20th day of July, 2011

AYES:

NOES:

ABSENT:

ABSTENTIONS:

President, Board of Directors

ATTEST:

Secretary to the Board of Directors

Cameron Park Community Services District

Agenda Transmittal

DATE: July 20, 2011

TO: Board of Directors

FROM: Livia Amidon, Finance/Admin Clerk

AGENDA ITEM: Cameron Park Community Center Ordinance 250-E

RECOMMENDED ACTION: Approve Ordinance 250-E with a board-polled vote

BUDGET ACCOUNT: None

BUDGET IMPACT: None

Overview:

Each year the board approves an ordinance fixing the amount of money to be raised by taxation to pay for the voter approved debt for the construction of the Cameron Park Community Center.

This ordinance will state the purpose and fix the amount to be raised by taxation for the 2011-2012 tax rate.

Recommendation:

Approve Ordinance 250-D with a board-polled vote.



CAMERON PARK

Cameron Park Community Services District

Agenda Transmittal

DATE: July 20, 2011

TO: Board of Directors

FROM: Livia Amidon, Finance/Admin Clerk

AGENDA ITEM: Handbook Policy 3000 Series-Accounting Policies Update

RECOMMENDED ACTION: Review policies and bring back to the August board for approval

BUDGET ACCOUNT: None

BUDGET IMPACT: None

Overview:

No resolutions are needed for the adopting or amending of policies; however, should the Board choose to create a new policy or amend a policy beyond what is proposed, legal counsel advice is needed.

District Policy Number 1010. Adoption/Amendment of Policies

1010.1 Consideration by the Board of Directors to adopt a new policy or to amend an existing policy may be initiated by any Director or the General Manager. The proposed adoption or amendment shall be initiated by a Director or the General Manager submitting a written draft of the proposed new or amended policy to each Director and the General Manager by way of the District office, and requesting that the item be included for consideration on the agenda of the next appropriate regular meeting of the Board of Directors.

1010.2 Adoption of a new policy or amendment of an existing policy shall be accomplished at a regular meeting of the Board of Directors and shall require a 4/5 affirmative vote of the entire Board of Directors.

1010.3 Before consideration adoption of or amendment to any policy, Directors shall have the opportunity to review the proposed adoption or amendment at the regular Board of Directors meeting prior to the meeting at which consideration for adoption or amendment is to be given. Copies of the proposed policy adoption or amendment shall be included in the agenda information packet for any meeting for consideration. The agenda information packets with said copies shall be made available to each Director for review at least three (3) days prior to any meeting of consideration.

Recommendation:

Review policies and bring back to the August board meeting.

No documentation for this item

CAMERON PARK COMMUNITY SERVICES DISTRICT

CC&R POLICY AND ENFORCEMENT SUBCOMMITTEE
2502 Country Club Drive, Cameron Park, CA 95682 - phone (530) 677-2231 fax (530) 677-2201

AGENDA CC&R REGULAR SCHEDULED MEETING

Wednesday, July 13, 2011, 6:30 P.M.

3200 Country Club Drive, Cameron Park, California

1.	Call to Order:			
	Roll Call:	Bill Randall, Shiva Frentzen, Greg Stanton, Laurie Israel, Deborah Palmer		
2.	Agenda Approval:			
	Agenda for	July 13, 2011		
	Recommended Action:	Approve Agenda		
3.	CC&R Conformed Agendas:			
	Conformed Agendas for	June 8, 2011		
	Recommended Action:	Approve Conformed Agenda for June 8, 2011		
4.	Public Comment: Time For the Audience to Address the Committee On Non-Agenda Items			
	Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to 3 minutes, and individuals representing a group are allocated 5 minutes. Matters not on the agenda may be addressed by the public during the Open Forum. Public comments during Open Forum are limited to three minutes per person. The Board reserves the right to waive said rules by a majority vote.			
5.	Communications Requiring Committee Review/Action:			
	None			
	Monthly Staff Report:			
6.	Initial Notice:	Notice Sent	Unit	Complaint
A.	3519 Covello Circle	06/28/11	Bar J Ranch Unit #3	Inoperable vehicle-driveway
B.	3474 Covello Circle	06/28/11	Bar J Ranch Unit #4	Neglected landscaping
C.	2839 Wentworth Road	07/06/11	Cameron Park N. #3	Improper parking-c/trailer
D.	3287 Chasen Drive	07/06/11	Eastwood Park #2	Improper parking - vehicles
E.	4607 Castana Drive	07/06/11	Bar J Ranch Unit #4	Boat parked on driveway
F.	3080 Knollwood Drive	07/06/11	Cameron Park N. #2	Improper parking-debris
G.	2561 Country Club Drive	07/06/11	Cameron Park N. #3	Neglected landscaping-weeds
H.	2749 Wentworth Road	07/06/11	Cameron Park N. #3	Boat parked on driveway
I.	3123 Camerosa Circle	07/07/11	Bar J Ranch Unit #1	Neglected landscaping-weeds
J.	3025 Camerosa Circle	07/07/11	Bar J Ranch Unit #1	Neglected landscaping-weeds
K.	3033 Camerosa Circle	07/07/11	Bar J Ranch Unit #1	Neglected landscaping-weeds
L.	3020 Royal Drive	07/08/11	Cameron Park N. #2	Neglected landscaping-weeds
	Recommended Action: None			
7.	Final Notice	Notice Sent	Unit	Complaint
A.	#5942 4028 Berry Road	07/06/11	Cambridge Estates	Boat parked on driveway
B.	#5943 2520 Rosales Street	07/08/11	Bar J Ranch Unit #3	Broken fence-needs repair
	Recommended Action: None			
8.	Pre-Legal Notice:	Notice Sent	Unit	Complaint
A.	#5919 3519 Montero Road	07/06/11	Bar J Ranch Unit #2	Neglected landscaping
B.	#5939 3436 Montero Road	07/06/11	Bar J Ranch Unit #5	Improper parking-vehicles
C.	#5923 3506 Sombra Court	05/23/11	Bar J Ranch Unit #1	Barking dogs - annoyance
D.	#5940 3506 Sombra Court	07/01/11	Bar J Ranch Unit #1	Neglected landscaping; unfinished deck; improper storing of vehicles on the driveway
	Recommended Action: Forward Items 8C & 8D for legal action.			

9.	Legal Cases:	Notice Sent	Unit	Complaint
	None			
<i>Recommended Action:</i> None				
10.	Pending:	Notice Sent:	Unit:	Complaint:
A.	#5821 3182 Fairway Drive	02/22/11	Air Park Estates	Improper parking-h/trailer
B.	#5822 2953 Boeing Road	02/22/11	Air Park Estates	Improper parking-h/trailer
C.	#5824 3207 Bonanza Drive	02/22/11	Air Park Estates	Improper parking-h/trailer
D.	#5917 3124 Boeing Road	02/22/11	Air Park Estates	Improper parking-h/trailer
E.	#5918 3148 Oxford Road	02/22/11	Air Park Estates	Improper parking-h/trailer
F.	#5938 2663 Crane Way	06/15/11	Creekside Estates #6	Neglected landscaping
G.	#5931 2526 Rosales Street	05/19/11	Bar J Ranch Unit #3	Neglected landscaping
<i>Recommended Action:</i> None				
11.	Corrected Violations:	Notice Sent:	Unit:	Complaint:
A.	#5929 3358 Braniff Court	05/18/11	Air Park Estates	Commercial vehicle-dr/way
B.	#5934 622 Taraya Court	05/26/11	Cambridge Oaks #3	Weeds – vacant lot
C.	#5927 3842 Sheridan Road	05/04/11	Cameron Park #3	Keeping chickens-back yard
D.	#5932 3686 Cambridge Rd	05/20/11	Cameron Park #2	Improper parking-u/trailer
E.	#5935 3911 Archwood Rd	05/26/11	Cameron Park #2	Neglected landscaping-weeds
F.	3883 Archwood Rd	05/26/11	Cameron Park #2	Neglected landscaping-weeds
G.	4000 Ito Court	05/19/11	Eastwood Park #5	Improper parking – boat
H.	104 Argyle Court	05/19/11	Cameron Valley #3	Barking dogs – annoyance
I.	4541 Bocana Road	05/24/11	Bar J Ranch Unit #4	R/V parked on driveway
J.	2719 Justin Woods	05/25/11	Creekside Estates #5	Improper parking-u/trailer
K.	3504 Royce Court	05/24/11	The Highlands #1	Improper parking-vehicles
L.	2886 Cambridge Rd	05/25/11	Creekside Estates #1	Boat parked on driveway
M.	4135 Beasley Drive	05/24/11	Cambridge Oaks #3	Neglected landscaping-weeds
N.	4801 Castana Drive	05/24/11	Bar J Ranch Unit #2	R/V parked on driveway
O.	3401 Raben Way	06/07/11	Eastwood Park #1	Improper parking-R/V trailer
P.	3580 Culver Lane	06/08/11	Eastwood Park #1	Improper parking-R/V trailer
Q.	3166 Navion Court	05/17/11	Air Park Estates	No ARC permit-car port
R.	4621 Castana Drive	06/08/11	Bar J Ranch Unit #4	Improper parking – truck
S.	4773 Castana Dsrive	06/06/11	Bar J Ranch Unit #2	Boat parked beside dr/way
T.	788 Auburn Woods	05/23/11	Cameron Ridge #2	Improper parking – trailers
U.	4761 Castana Drive	06/15/11	Bar J Ranch Unit #3	Boat parked on driveway
V.	#5920 4321 Crazy Horse Rd	05/25/11	Cambridge Oaks #3	Vacant lot – weeds
W.	#5930 2900 Woodleigh Ln	05/18/11	Black Oak Estates #2	Neglected landscaping-weeds
X.	512 Crazy Horse	05/24/11	Cambridge Oaks #3	Vacant lot - weeds
Y.	4113 Beasley Drive	06/15/11	Cambridge Oaks #3	Neglected landscaping-weeds
Z.	4880 Canfield Circle	06/21/11	Cambridge Oaks #1	Improper parking – R/V
A-1	2810 Wentworth Rd	06/22/11	Cameron Park N. #2	Improper parking - vehicles
A-2	4297 Crazy Horse	06/22/11	Cambridge Oaks #3	Neglected landscaping-weeds
A-3	#5941 4213 Gina Way	06/21/11	Cambridge Oaks #3	R/V parked on driveway
A-4	#5937 6007 Connery Drive	06/15/11	Cameron Valley Est	Boat parked on driveway
A-5	3577 Montero Road	06/16/11	Bar J Ranch Unit #2	Boat parked on driveway
A-6	3546 Kimberly Road	06/24/11	Cameron Park N #3	Improper parking-truck
<i>Recommended Action:</i> None				
12.	Matters to and From Committee Members:			
A.	Committee review & evaluation of various CC&R definitions.			
<i>Recommended Action:</i> To be determined.				
Adjournment:				

CC&R Complaints that could not be confirmed From June 8, 2011

RCV'D	UNIT	ADDRESS	COMPLAINT	REASON CLEARED	CLEARED
06/06/11	Cameron Woods	3533 Mira Loma Drive	Recreational vehicle type trailer parked on driveway	Did two drive-byes; no trailer present	06/09/11
06/07/11	Air Park Estates	3332 Wood	Boat parked beside driveway and visible from the roadway	Verified – No applicable clause	06/09/11
06/06/11	BJR #2	Terraza Street`	Tree limbs over-hanging the roadway – r/v traffic problem	No applicable clause – forwarded to D.O.T.	06/09/11
06/13/11	CPN #1	3254 Country Club Drive	Numerous vehicles parked on and beside the driveway	No applicable clause	06/16/11
06/20/11	BJR #3	Covello & Castana/on Covello	Abandoned Toyota truck	Vehicle abatement/sheriff	06/20/11
06/20/11	CPN#3	3583 Chelsea Road	House is vacant (foreclosure) and swimming pool water is brown and breeding mosquitoes	Report to EDC Environmental Management Department-Vector Control	06/20/11
06/21/11	Cambridge Oaks	Crazy Horse Road	Someone distributed advertising flyers on Crazy Horse Road and they're blowing all over	Visited area shortly after the phone message and did not observe any flyers	06/21/11
06/27/11	BJR #4	4544 Bocana Road	R/V Trailer on driveway	Dr/By – to R/V on driveway	06/28/11
06/27/11	Cambridge Oaks #3	4271 Crazy Horse Road	Tree on 4271 Crazy Horse has fallen across fence unto 623 Taraya Court	No applicable clause – civil matter	06/28/11

AGENDA

Meeting of the Park and Recreation Committee
Of the Board of Directors for the
Cameron Park Community Services District
Community Center

2502 Country Club Drive, Cameron Park, California
10:00 a.m., Thursday, July 14, 2011

DIRECTORS Scott McNeil and Shiva Frentzen ALTERNATE Greg Stanton
GENERAL MANAGER – RUSTY DUPRAY
Paul Ryan, PARK SUPERINTENDENT
Tina Helm, RECREATION SUPERVISOR

CALL TO ORDER: Meeting was called to order by Directory McNeil at 10:03 am. All committee members were present.

OPEN FORUM: At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda. Jack O’Camb complemented the Parks Department regarding the fountains; spectacular was great; there is a group that is being formed called “Friends of the Park”. They are concerned about CSD money being shifted to other places and want to insure that nor parks are diminished.

COMMITTEE DISCUSSION TOPICS:

1. Summer Spectacular Wrap up – Event wrap-up report: Scenario representatives were unable to attend due to scheduling conflicts. Staff provided a draft report for review. Staff will need to coordinate final numbers with Scenario representatives. Some items raised were the traffic at the conclusion of the event and that vehicles were waiting for long periods of time.
2. Community center – pool equipment – bid process and winning bids for pool furniture including chairs, lounges, umbrellas and bases, tables and refuse cans.
Rich Young, our pool engineer presented the bid specifications, new laws etc. for slide. He is waiting for a color choice. He has met with the country and they are aware of what we are doing. The deck space that the slide will utilize is approximately 18’ by 16 ‘. A question was asked about liability – is there any extra needed with the slide. Rusty stated that he believed SDRMA has stated that we are adequately covered. Director Frentzen requested operational costs associated to the slide. The additional costs will be two additional life guards that will be positioned at the top and bottom of the slide.
In addition to the slide the outdoor furniture, tables and umbrellas were put out to bid and the lowest bids were awarded to Elite Ideas for the furniture and All About Play for the tables and refuse cans. These items have been ordered and will arrive sometime soon.
3. Rasmussen Parking lot repairs – Dave Germstadt an engineer from Carlton Engineering came and discussed the parking lot. There are various options – one being \$200,000 to dig out the existing lot, do some drainage items, take the soil away and redo the entire surface. This would last for approximately 20 years. Second option is an overlay that would run approximately \$125,000 but this may only last 5 years and not solve the real issue. Third option is to use the \$35,000 that has been earmarked for the lot to fix the existing holes. Staff will look into the possibility of using a combination of Park Impact and Quimby Fees for this project. General Manger was asked to get a legal opinion. Mr. Germstadt has been asked to return to the August Board meeting and bring more detailed information regarding the project. Staff was directed to patch alligator areas (\$35,000).
4. Gym Fees – update - The web site has been updated with the reduction of the gym fee. Director Frentzen has requested requested additional data on the revenues and expenditures of the programs offered at the gym.

5. Cameron Park Lake Fountains – bid for electrical work need for an additional fountain: **A bid was submitted for the additional fountain at the lake. The money has been approved to move forward with this project promptly.**
6. Graffiti Committee formation to assist with clean up and mitigate impact on Cameron Park Neighborhoods. **Discussion was held on creating a committee with community members. A question was asked as to what the Board of Supervisors do regarding this issue. A task force may be created.**

MATTERS TO AND FROM COMMITTEE MEMBERS: At this time, the Committee and staff are provided the opportunity to speak on various issues. Direction may be given; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

The ice cream social was held on Sunday and all board members that were in town came to volunteer with this. We sold about 65 items to the people that were here at the pool.

Adjournment: The meeting was adjourned at 11:41 am

AGENDA

**Meeting of the Park and Recreation Committee
Of the Board of Directors for the
Cameron Park Community Services District
Community Center**

**2502 Country Club Drive, Cameron Park, California
10:00 a.m., Thursday, July 14, 2011**

**DIRECTORS Scott McNeil and Shiva Frentzen ALTERNATE Greg Stanton
GENERAL MANAGER – RUSTY DUPRAY
Paul Ryan, PARK SUPERINTENDENT
Tina Helm, RECREATION SUPERVISOR**

CALL TO ORDER:

OPEN FORUM: At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

COMMITTEE DISCUSSION TOPICS:

1. Summer Spectacular Wrap up – Event wrap-up report
2. Community center – pool equipment – bid process and winning bids for pool furniture including chairs, lounges, umbrellas and bases, tables and refuse cans.
Recommended Action: Review and discuss
3. Rasmussen Parking lot repairs
Recommended Action: update
4. Gym Fees – update
Recommended Action: Review
5. Cameron Park Lake Fountains – bid for electrical work need for an additional fountain
Recommended Action: Review and discuss
6. Graffiti Committee formation to assist with clean up and mitigate impact on Cameron Park Neighborhoods

MATTERS TO AND FROM COMMITTEE MEMBERS: At this time, the Committee and staff are provided the opportunity to speak on various issues. Direction may be given; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Adjournment:

AGENDA—Re-Scheduled

Meeting of the Budget and Administration Committee
Of the Board of Directors for the
Cameron Park Community Services District
CSD Office

2502 Country Club Drive, Cameron Park, California

8:30 a.m., Thursday, July 14, 2011

DIRECTORS Alan Clarke and Scott McNeil

RUSTY DUPRAY, GENERAL MANAGER

Mike Webb, BATTALION CHIEF, Paul Ryan, PARK SUPERINTENDENT

Tina Helm, RECREATION, SUPERVISOR, Livia Amidon, ACCOUNT CLERK,

CALL TO ORDER:

OPEN FORUM: At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

COMMITTEE DISCUSSION TOPICS:

1. Summer Spectacular Wrap up – Event wrap-up report
2. Financial Updates:
 - a) Final review of 2011/2012 LLAD budgets (this will be included in the final engineers report at the July board meeting)
 - b) Follow up on 2009/2010 Audit
3. Ordinances, Resolutions, Policy and By-laws Review
 - a. By-laws and Articles
 - b. Ordinances and Resolutions – Skate Park
 - c. Ethics Ordinance – Update based on legal and APR feedback
 - d. Policy review – Accounting Procedure Draft Policies

Recommended Action: Review and Discuss and forward to the full board
4. Discussion on District Counsel representation
 - a. Pros and Cons having several options for legal counsel
 - b. Procedures for utilizing counsel

Recommended Action: Review and Discuss

MATTERS TO AND FROM COMMITTEE MEMBERS: At this time, the Committee and staff are provided the opportunity to speak on various issues. Direction may be given; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

ADJOURNMENT:

CONFORMED -- AGENDA

Meeting of the Budget and Administration Committee
Of the Board of Directors for the
Cameron Park Community Services District
CSD Office
2502 Country Club Drive, Cameron Park, California
8:30 a.m., Thursday, July 14, 2011
DIRECTORS Alan Clarke and Scott McNeil
RUSTY DUPRAY, GENERAL MANAGER
Mike Webb, BATTALION CHIEF, Paul Ryan, PARK SUPERINTENDENT
Tina Helm, RECREATION, SUPERVISOR, Livia Amidon, ACCOUNT CLERK,

CALL TO ORDER: Meeting was called to order by Director Clarke at 8:35 am. All committee members with no public members were present.

OPEN FORUM: At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

No committee or public comments.

COMMITTEE DISCUSSION TOPICS:

1. Summer Spectacular Wrap up – Event wrap-up report – **Scenario representatives were unable to attend due to scheduling conflicts. Staff provided a draft report for review. Staff will need to coordinate final numbers with Scenario representatives.**
 2. Financial Updates:
 - a) Final review of 2011/2012 LLAD budgets (this will be included in the final engineers report at the July board meeting) – **All LLAD accounts have a fund balance available to cover any shortages. The 3 LLAD districts that are facing a shortfall will be balloted on or around September 1st.**
 - b) Follow up on 2009/2010 Audit – **There were some questions regarding notes made on page 14 of the audit where it mentions that the district's General Fund expenditures were over appropriations in the amount of \$672,275. The appropriations that the audit is referring to are the District's over expenditures (page 25 of the audit breaks it down) of the approved budget and not the Gann Limits as set by resolution in June and approved by the Board of Directors. Many factors could have contributed to the overage:**
 - **Reimbursable receivable's not yet received therefore recorded after the year-end closing.**
 - **Budgets were not amended during the year**
- **The FY budgets should be adjusted and amended as needed during the fiscal year.**

A copy of the Districts audit is available at the CSD offices or on the website www.cameronpark.org

3. Ordinances, Resolutions, Policy and By-laws Review
 - a. By-laws and Articles – GM provided update and goals on process. To date revisions have been received by directors Frentzen and Clarke. Once revisions have been received by all members the revisions will be incorporated into draft bylaws for the Budget and Admin. Committee to review and then provided to the full board for a final review and approval.
 - b. Ordinances and Resolutions – Skate Park – Committee reviewed the resolution that was passed by the board on February 16th and compared it to the Park ordinances that were passed in 2011. Update the wording and incorporate the resolution into an ordinance. Send to the Skate Park committee for review and bring back to the B & A committee for a final review before bringing back to the board for approval.
 - c. Ethics Ordinance – Update based on legal and APR feedback – The committee has recommended that we remove employees from the ordinance. The ordinance would apply to the Board and the General Manager. CSD policies would apply to employees. Concerns were discussed regarding language in the ordinance. Revise ordinance with the removal of employees, add questions/concerns from committee and forward to legal counsel and local 1 for review and comment. Bring back to the August B & A committee meeting for review.

- d. Policy review – Accounting Procedure Draft Policies

Recommended Action: Review and Discuss and forward to the full board

The committee reviewed the draft polices as presented by staff. Direction was to send draft Accounting Procedures to the July Board meeting for first reading and bring to the full board for approval in August.

4. Discussion on District Counsel representation
 - a. Pros and Cons having several options for legal counsel
 - b. Procedures for utilizing counsel

Recommended Action: Review and Discuss –

Discussion took place with regards to an RFP process. With the hiring of two open positions staff is unsure as to if we can complete the process by August. This item will be brought back next month for review.

MATTERS TO AND FROM COMMITTEE MEMBERS: At this time, the Committee and staff are provided the opportunity to speak on various issues. Direction may be given; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

The district auditor’s contract expires after the completion of the 2010/2011 audit. District CPA and staff did some research and found that the district could extend the current auditor’s contract because an agency can cancel a contract at anytime if unsatisfied with an auditors work. With the recent changes in the accounting department, staff made a recommendation to the committee to consider extending the current auditor contract for the 2011/2012 FY. It would be very difficult for a new staff member to go out for bid and then work with a new auditor during their own learning transition. This item will be placed on the August B & A meeting.

ADJOURNMENT: Meeting was adjourned at 9:26 am