



CAMERON PARK COMMUNITY SERVICES DISTRICT

2502 Country Club Drive
Cameron Park, CA 95682
(530) 677-2231 Phone
(530) 677-2201 Fax
www.cameronpark.org

AGENDA

Regular Board of Directors Meetings are held
Third Wednesday of the Month

REGULAR BOARD MEETING
Wednesday, October 21, 2020
6:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/82634091876>

Meeting ID: 826 3409 1876

(Teleconference/Electronic Meeting Protocols are attached)

The Board will convene into Closed Session after Board Information Items.

Board Members

Monique Scobey	President
Eric Aiston	Vice President
Felicity Carlson	Board Member
Ellie Wooten	Board Member
Holly Morrison	Board Member

AGENDA

CALL TO ORDER

1. Roll Call
 2. Pledge of Allegiance
-

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Board; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Board. The Board reserves the right to waive said rules by a majority vote.

ADOPTION OF THE AGENDA

The Board will make any necessary additions, deletions, or corrections to the Agenda and motion to adopt the Agenda.

3. Adopt the Agenda
-

RECOGNITIONS AND PRESENTATIONS

Board of Directors expresses appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

OPEN FORUM FOR NON-AGENDA ITEMS

Members of the public may speak on any item not on the agenda that falls within the jurisdiction of the Board of Directors.

APPROVAL OF CONSENT AGENDA

The following Consent Agenda items are considered routine and will be acted upon by the Board without discussion with one vote. Any item may be removed from the Consent Agenda by a Board member or a member of the audience and placed under General Business #9 to be discussed and acted upon individually.

4. Conformed Agenda – Board of Directors Meeting September 16, 2020
 5. Conformed Agenda – Board of Directors Special Meeting October 8, 2020
 6. General Manager's Report
 7. **APPROVE** Appointment of Director Scobey as Alternate Member to El Dorado Solid Waste Advisory Committee (J. Ritzman)
 8. **APPROVE** General Manager Contract Extension (J. Epperson)
-

AGENDA

GENERAL BUSINESS

For purposes of the Brown Act §54954.2 (a), items below provide 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.

9. Items removed from the Consent Agenda for discussion
 10. **PUBLIC HEARING - APPROVE** Resolution 2020-25 Approving El Dorado Disposal/Waste Connections Rate Adjustment for County Solid Waste Surcharge (J. Ritzman)
-

BOARD INFORMATION ITEMS

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.

11. General Matters to/from Board Members and Staff
 - Upcoming Trainings & Community Meetings
 - Special District Leadership Academy
 - Virtual Module 4: Board's Role in HR – Wednesday, November 4th & Thursday, November 5th from 9am-12pm each day
 - Virtual Module 1: Governance Foundations – Tuesday, December 8th & Wednesday, December 9th from 9am-12pm each day
 - Webinar: Required Ethics Compliance Training AB1234 – Wednesday, November 18th 10am-12pm
 - 2021 SDRMA Spring Education Day (Sacramento) – Tuesday, March 23, 2021
 12. Local Area Formation Commission (LAFCO)
 13. Committee Reports
 - a. Budget & Administration
 - b. Covenants, Conditions & Restrictions (CC&R)
 - c. Fire & Emergency Services
 - d. Parks & Recreation
 - e. Solar Energy Ad Hoc
-

PUBLIC COMMENT

At this time, members of the public may speak on any closed session agenda item. 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.

CONVENE TO CLOSED SESSION

The Board will recess to closed session to discuss the following item(s):

1. "Labor Negotiations" Government Code §54957.6
2. Pursuant to California Government Code §54957(B)(1)
Consider the appointment employment, or performance, discipline or dismissal of a public employee or to hear complaints or charges brought against the employee by another person or employee unless the employee requests a public session.

Unrepresented Employee of the District – General Manager

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.

ADJOURNMENT

Please contact the District office at (530) 677-2231 or admin@cameronpark.org if you require public documents in alternate formats or accommodation during public meetings. For the public's information, we are taking email requests at admin@cameronpark.org for future notification of Cameron Park Community Services District meetings.



Teleconference/Electronic Meeting Protocols

Cameron Park Community Services District

(Effective April 2, 2020)

WHEREAS, on March 4, 2020, Governor Newsome proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, March 17, 2020, Governor Newsome issued Executive Order N-29-20 suspending parts of the Brown Act that required in-person attendance of Board members and citizens at public meetings; and

WHEREAS, on March 19, 2020, Governor Newsome issued Executive Order N-33-20 directing most individuals to shelter at home or at their place of residence.

NOW, THEREFORE, the Cameron Park Community Services District will implement the following protocols for its Board and committee meetings.

The guidance below provides useful information for accessing Cameron Park Community Services District (“District”) meetings remotely and establishing protocols for productive meetings.

BOARD AND COMMITTEE MEMBERS:

- **Attendance.** Board and Committee Members should attend District meetings remotely from their homes, offices, or an alternative off-site location. As per the Governor’s updated Executive Order N-29-20, there is no longer a requirement to post agendas at or identify the address of these locations.
- **Agendas.** Agenda packages will be made available on the District’s website. They will also be sent by email to all Board and Committee Members. Note that under the circumstances, District staff may not be able to send paper packets.
- **Board and Committee Member Participation.** Meeting Chair(s) will recognize individual Board and Committee Members and unmute their device so that comments may be heard or will read comments if they are provided in writing only.

PUBLIC PARTICIPATION:

- **Attendance.** The District’s office will remain closed to the public until further notice. Members of the public will be able to hear and/or see public meetings via phone, computer, or smart device. Information about how to observe the meeting is listed on the agenda of each meeting.
- **Agendas.** Agendas will be made available on the District’s website and to any members of the public who have a standing request, as provided for in the Brown Act.
- **Public Participation.** The public can observe and participate in a meeting as follows:
 - **How to Observe the Meeting:**
 - **Telephone:** Listen to the meeting live by calling Zoom at (669) 900-6833 or (346) 248 7799. Enter the Meeting ID# listed at the top of the applicable Board or Committee agenda followed by the pound (#) key. More phone numbers can be found on Zoom’s website at <https://us04web.zoom.us/j/91011220960> if the line is busy.
 - **Computer:** Watch the live streaming of the meeting from a computer by navigating to the link listed at the top of the applicable Board or Committee agenda using a computer with internet access that meets Zoom’s system requirements (<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)
 - **Mobile:** Log in through the Zoom mobile app on a smartphone and enter the Meeting ID# listed at the top of the applicable Board or Committee agenda.
 - **How to Submit Public Comments:**
 - **Before the Meeting:** Please email your comments to admin@cameronpark.org, with “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed 3 minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. Emails running longer than the time limit will not be finished. All comments received at least 2 hours prior to the meeting on the day the meeting will be held, will be included as an agenda supplement on the District’s website

under the relevant meeting date, and provided to the Directors/Committee Members at the meeting. Comments received after that time will be treated as contemporaneous comments.

- **Contemporaneous Comments:** During the meeting, the Board President/Committee Chair or designee will announce the opportunity to make public comments. If you would like to make a comment during this time, you may do so by clicking the “raise hand” button. You will be addressed and un-muted when it is your turn to speak (not to exceed the 3 minute public comment time limit).

FOR ALL PARTICIPANTS:

- **Get Connected:** Please download Zoom application for your device and familiarize yourself with how to utilize this tool. There is no cost for using the application.
- **Ensure Quiet.** All audience members will be muted during the meeting until they are addressed by the Board/Committee as their time to speak. Please make every effort to find a location with limited ambient noise. Please turn off the ringer on your phone and other notification sounds on your devices to reduce interruptions.

We anticipate that this process of moving to remote meetings will likely include some challenges. Please bear with us as we navigate this process.



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CONFORMED AGENDA

Regular Board of Directors' Meetings are held
Third Wednesday of the Month

REGULAR BOARD MEETING
Wednesday, September 16, 2020
6:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/82379673608>

Meeting ID: 823 7967 3608

(Teleconference/Electronic Meeting Protocols are attached)

The Board will convene into Closed Session after Board Information Items.

Board Members

Monique Scobey	President
Eric Aiston	Vice President
Felicity Carlson	Board Member
Ellie Wooten	Board Member
Holly Morrison	Board Member

CONFORMED AGENDA

CALL TO ORDER – 6:33pm

1. Roll Call – MS/EA/FC/HM (EW was absent)
 2. Pledge of Allegiance
-

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ADOPTION OF THE AGENDA

The Board will make any necessary additions, deletions, or corrections to the Agenda and motion to adopt the Agenda.

3. Adopt the Agenda

Motion to adopt the Agenda.

FC/HM – Motion Passed

Ayes – MS, EA, FC, HM

Noes – None

Absent – EW

Abstain – None

RECOGNITIONS AND PRESENTATIONS

Board of Directors expresses appreciation to members of the community, District staff, or the Board for extra efforts as volunteers, committee members or community-minded citizens.

- Introduction of Jim Mog – New Covenants, Conditions and Restrictions (CC&R) Compliance Officer
-

OPEN FORUM FOR NON-AGENDA ITEMS

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APPROVAL OF CONSENT AGENDA

The following Consent Agenda items are considered routine and will be acted upon by the Board without discussion with one vote. Any item may be removed from the Consent Agenda by a Board member or a member of the audience and placed under General Business #10 to be discussed and acted upon individually.

CONFORMED AGENDA

4. Conformed Agenda – Board of Directors Meeting August 19, 2020
5. General Manager’s Report
6. **APPROVE** Resolution 2020-20 Approving the Department of Forestry and Fire Protection Agreement #7FG20014 for the Volunteer Fire Assistance Grant Funds (S. Moranz)
7. **APPROVE** Resolution 2020-21 which serves as an Authorizing Resolution for Future Applications for Per Capita Grant Funds from California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 – Proposition 68 (J. Ritzman)
8. **APPROVE** Resolution 2020-22 for Subrecipient Agreement for Coronavirus Relief Funds Between El Dorado County and Cameron Park Community Services District (J. Ritzman)
9. **APPROVE** Resolution 2020-23 Approving Categorical Exemption for Hazardous Fuel Reduction Projects (J. Ritzman)

Motion to adopt the Conformed Agenda with the following correction:

- *Pull Item #8 & Item #9.*

HM/FC – Motion Passed

Ayes – MS, EA, FC, HM

Noes – None

Absent – EW

Abstain – None

GENERAL BUSINESS

For purposes of the Brown Act §54954.2 (a), items below provide 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.

10. Items removed from the Consent Agenda for discussion
 - *Item #8 Approve Resolution 2020-22 for Subrecipient Agreement for Coronavirus Relief Funds Between El Dorado County and Cameron Park Community Services District*

Motion to approve Item #8.

HM/EA – Motion Passed

Ayes – MS, EA, FC, HM

Noes – None

Absent – EW

Abstain – None

CONFORMED AGENDA

- *Item #9 Approve Resolution 2020-23 Approving Categorical Exemption for Hazardous Fuel Reduction Projects.*

Motion to approve Item #9.

HM/EA – Motion Passed

Ayes – MS, EA, FC, HM

Noes – None

Absent – EW

Abstain – None

11. **APPROVE** Park Improvement Plan and Priority Projects (J. Ritzman, M. Grassle)

Motion to Approve Park Improvement Plan and Priority Projects.

FC/EA – Motion Passed

Ayes – MS, EA, FC, HM

Noes – None

Absent – EW

Abstain – None

12. **APPROVE** Resolution 2020-24 Approving Fire Facilities, Inc., Lamon Construction Company, Inc., and Van's Paving & Grading, Inc. for Construction of Fire Training Tower (S. Moranz)

Motion to Approve Resolution 2020-24 Approving Fire Facilities, Inc., Lamon Construction Company, Inc., and Van's Paving & Grading, Inc. for Construction of Fire Training Tower.

HM/FC – Motion Passed

Ayes – MS, EA, FC, HM

Noes – None

Absent – EW

Abstain – None

CONFORMED AGENDA

13. **APPROVE** Strategic Plan Ad Hoc Committee (J. Ritzman)

Motion to Direct General Manager to Develop a Scope of Services and Request for Proposal for the Strategic Plan.

MS/HM – Motion Passed

Ayes – MS, FC, HM

Noes – None

Absent – EW

Abstain – EA

BOARD INFORMATION ITEMS

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14. General Matters to/from Board Members and Staff

- Upcoming Trainings & Community Meetings
 - Special District Leadership Academy – 4 virtual modules (monthly, dates vary)

HM – Appreciates fire prevention signs; encouraged people to reach out to others during this difficult time.

EA – Encouraged community to stay strong.

FC – Appreciated the SDLA training about the importance of a Strategic Plan; was re-deployed as a Contact Tracer; volunteering where possible (ie: donating blood, etc.).

MS – Continuing SDLA training; sat in on EDSWAC meeting as a citizen; looking for a speaker to present at Board Meeting on climate change.

15. Local Area Formation Commission (LAFCO)

- *Staff is working hard and with limited staff; LAFCO legal counsel was designated as a judge in Sacramento; opened public comment for draft MSRs and Sphere of Influence study for El Dorado Irrigation; considered adopting the environmental review and MSR for EDHCSD*

16. Committee Reports

- a. Budget & Administration
 - b. Covenants, Conditions & Restrictions (CC&R)
 - c. Fire & Emergency Services
 - d. Parks & Recreation
 - e. Solar Energy Ad Hoc
-

CONFORMED AGENDA

PUBLIC COMMENT

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CONVENE TO CLOSED SESSION

The Board will recess to closed session to discuss the following item(s):

17. Pursuant to California Government Code §54957(B)(1)

Consider the appointment employment, or performance, discipline or dismissal of a public employee or to hear complaints or charges brought against the employee by another person or employee unless the employee requests a public session.

Unrepresented Employee of the District – General Manager

18. Pursuant to California Government Code §54956.9

General Manager Contract Renewal

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.

- *The Board discussed in closed session the items agendized for closed session and direction was given to staff.*
-

ADJOURNMENT – 11:18pm

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CONFORMED AGENDA

Regular Board of Directors' Meetings are held
Third Wednesday of the Month

SPECIAL BOARD MEETING
Thursday, October 8, 2020
5:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/87509588799>

Meeting ID: 875 0958 8799

(Teleconference/Electronic Meeting Protocols are attached)

Board Members

Monique Scobey	President
Eric Aiston	Vice President
Felicity Carlson	Board Member
Ellie Wooten	Board Member
Holly Morrison	Board Member

CONFORMED AGENDA

CALL TO ORDER – 5:30pm

1. Roll Call – MS/EA/FC/HM
 2. Pledge of Allegiance
-

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ADOPTION OF THE AGENDA

The Board will make any necessary additions, deletions, or corrections to the Agenda and motion to adopt the Agenda.

3. Adopt the Agenda
-

OPEN FORUM FOR NON-AGENDA ITEMS

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PUBLIC COMMENT

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CONVENE TO CLOSED SESSION

The Board will recess to closed session to discuss the following item(s):

4. Pursuant to California Government Code §54957(B)(1)
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Unrepresented Employee of the District – General Manager

CONFORMED AGENDA

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.

- *The Board discussed in closed session the item agendaized for closed session discussion and direction was given to staff.*
-

ADJOURNMENT – 10:45pm

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Agenda Transmittal

DATE: October 21, 2020

FROM: Jill Ritzman, General Manager

AGENDA ITEM #6: GENERAL MANAGER'S REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

Meetings with other agencies, internal staff, and community groups continue virtually. Many staff continue to work from home and the office, adjusting their schedules to fit the needs of their family. Even though COVID is very present for all of us, District staff continue their work in a safe and responsible way.

I attended several meetings associated with various County departments. In September, El Dorado Solid Waste Advisory Committee Environmental Management (EDSWAC) reviewed the 1st Quarter (2020) Waste/Recycling Tonnage Reports and the 1st Quarter (2020) CalRecycle Recycling & Disposal Report from El Dorado Disposal Service and South Tahoe Refuse Company. The final 5-Year Review of the Countywide Integrated Waste Management Plan (CIWMP) was also discussed, and will be presented to the Board of Supervisors at a later date.

El Dorado County Older Adult Services Ad Hoc Work Group met twice in recent weeks. Older Adult Services continue to be delivered virtually and meals are for pick-up only (not dine-in). District staff follow closely the County's protocols for Older Adult Services, and follow their lead on service delivery methodology. On September 17, Commission on Aging received an update regarding COVID from public health staff.

I met with Brent Ives, the consultant who assisted the District with the 2016-2021 Strategic Plan. He will be providing a scope of work, timeline, and cost estimate for consideration, to continue the good work by the prior Board. Many topics were covered including: community engagement (especially in light of COVID restrictions); Vision, Mission and

Values statement; education to Board Members and staff regarding the purpose and benefits of a Strategic Plan. Staff hopes to launch the project with the Board in December.

CA Special District Association, Gold Country Chapter Board members began meeting again. Our group is hopeful to have in-person workshop in spring 2021, which may be held at the Cameron Park Community Center because we have the space available to socially distance people.

Fire & Emergency Services

Chief Sherry Moranz and I worked together and completed a questionnaire from the LAFCO consultant to update the Fire and Emergency Services portion of the District Municipal Service Review. The Volunteer Firefighters Association grant agreement is finalized and Fire staff can begin purchasing new radios. Fire and Parks staff met to discuss status of the California Climate Investment grant projects on District properties, and to outline new projects for late 2020 and 2021. The District is on track to fully expend the funds.

Parks & Facilities

Staff is taking next steps to implement the Board's recent approval of the District's Park Improvement Plan, the priority projects, and funding opportunities. The Silver Springs new residential development (Unit #1) off Green Valley Road, is coming on-line. Staff reviewed landscape plans that will be constructed in late 2020 or early 2021. The Silver Springs LLAD Fund #48 will be activated in the next fiscal year. The Growlersburg crew is back from fighting fires and Rasmussen Park has a new perimeter block retaining wall at the playground. The Disc Golf Course fence project is the next project for the crew.

Recreation

Staff is working with County Public Health to investigate opportunities to hold holiday activities in October and December, and to re-open the Community Center to existing customers. District staff have proposed strict activity guidelines to help prevent the spread of COVID while providing much needed programming to residents, and vetting these activities and guidelines with County staff will ensure that we are supporting the County's objectives.

CC&R

The CC&R Office is providing full services again, thanks to the new CC&R Officer's quick learning. The number of ARC applications continues to grow; the ARC Committee reviewed 25 projects in September. The CC&R Violations with either final or pre-legal notices have been inspected and next steps are being taken to address the violation.

Administration

Finance Office staff are in the midst of year-end close tasks, and reviewing Mid-Year Budget requests from department managers and supervisors. This will be the first year that the Finance Office staff, and not the accounting consultants, will close the District's books for the fiscal year – a momentous occasion for the District. Annual health care enrollment is occurring, and the FEMA application for reimbursement is initiated but not completed. Staff waited to finalize the FEMA application until more COVID expenses occurred. The application process is onerous, and staff wanted to be efficient with their time and limit the number of requests.



Agenda Transmittal

DATE: October 21, 2020

FROM: Jill Ritzman, General Manager

AGENDA ITEM #7: EL DORADO SOLID WASTE ADVISORY COMMITTEE
(EDSWAC) APPOINTMENT FOR ALTERNATE MEMBER,
DIRECTOR MONIQUE SCOBAY

RECOMMENDED ACTION: APPROVE APPOINTMENT OF DIRECTOR SCOBAY AS ALTERNATE
MEMBER TO EDSWAC

BACKGROUND

The El Dorado County Solid Waste Advisory Committee (EDSWAC) was established in 1990 pursuant to AB 939, the California Integrated Waste Management Act, and is advisory to the El Dorado County Board of Supervisors. In December 2017, the Cameron Park Community Services District appointed the new General Manager to serve as a member of EDSWAC, which was later approved by the Board of Supervisors.

BUDGET AND ADMINISTRATION COMMITTEE

The Budget and Administration Committee reviewed this recommendation and supported moving the recommendation to the Board of Directors for consideration.

DISCUSSION:

EDSWAC responsibilities include: identify solid, liquid and hazardous waste issues on a countywide and regional basis; assist with coordination and continued development of source reduction and recycling programs; identify need for solid waste collection systems, processing facilities, and marketing strategies that can serve more than one local jurisdiction; and prepare, maintain and update the El Dorado County Integrated Waste Management Plan. The Committee meets every two months and is comprised of eleven members including an appointee from each Supervisorial District, City of Placerville, City of South Lake Tahoe, El Dorado Hills CSD, South Tahoe Refuse, Cameron Park CSD, and El Dorado Disposal.

Director Monique Scobey expressed interest in serving as an Alternate Member, to serve when the General Manager is unavailable. If approved by the Board of Directors and Board of Supervisors, Director Scobey would replace Mike Grassle, who is the current Alternate Member.



Agenda Transmittal

DATE: October 21, 2020

FROM: Niki Garrison, Board Clerk

AGENDA ITEM #8: **GENERAL MANAGER CONTRACT EXTENSION**

RECOMMENDED ACTION: APPROVE GENERAL MANAGER CONTRACT EXTENSION

On November 8, 2017, the Cameron Park Community Services District (District) entered into a General Manager Employment Agreement (Attachment 8A) with Jill Ritzman. This contract is scheduled to terminate on November 8, 2020.

The proposed Amendment (Attachment 8B) is a 1-year extension of the General Manager's current Employment Agreement, with changes, to continue through November 30, 2021. Legal Counsel, Jason Epperson, has reviewed the Amendment and is forwarding to the Board of Directors for consideration.

Attachments:

8A – General Manager Employment Agreement

8B – Proposed Amendment to General Manager Employment Agreement

GENERAL MANAGER EMPLOYMENT AGREEMENT: Jill Ritzman

GENERAL MANAGER EMPLOYMENT AGREEMENT

This General Manager Employment Agreement (“Agreement”) is made as of November 6, 2017, by and between **Cameron Park Community Services District** (“District”), and **Jill Ritzman** (“Employee”). The District and Employee may be referred to at times individually as the “Party” or collectively as the “Parties.”

The Effective Date of this Agreement shall be November 8, 2017, regardless of the date on which this Agreement is executed.

RECITALS

WHEREAS, the District is a California community services district formed pursuant to California statute;

WHEREAS, the District needs to appoint a duly qualified General Manager who will oversee the day-to-day management of the District;

WHEREAS, District has offered the position of General Manager to Employee; and

WHEREAS, Employee has the skills, experience and qualifications necessary for the position of General Manager and has accepted the District’s offer;

NOW, THEREFORE, in consideration of the recitals above and the mutual covenants and agreements set forth herein, the Parties agree to the terms and conditions set forth below.

ARTICLE I
EMPLOYEE’S DUTIES

1.1 Duties. During the term of this Agreement, Employee will be employed by the District to serve as the General Manager of the District, and will perform those duties and responsibilities set forth in the District’s Bylaws, as may be amended from time to time, the duties and responsibilities set forth in the General Manager Job Description, as may be amended from time to time, and such further duties and responsibilities as may be assigned to her by the Board of Directors from time to time. Employee shall be subject to the supervision and direction of the District’s Board of Directors (the “Board”), and shall report directly to the President of the Board. Employee acknowledges that the Board of Directors may change the General Manager’s duties from time to time in writing without further amendment of this Agreement.

1.2 Hours/Location. The Employee will set her own hours but will devote her full time and attention to the conduct of the business of the District so as to ensure the effective discharge of Employee’s duties under this Agreement. During the Term of this Agreement, and any renewals thereof, Employee shall not engage in any other business activities without the prior written permission of the Board of Directors. During the term of this Agreement, Employee will perform services under this Agreement primarily at the District’s principal place of business in Cameron Park, California; provided, however, that the District may, from time to time, require Employee to travel temporarily to other locations for District business.

GENERAL MANAGER EMPLOYMENT AGREEMENT: Jill Ritzman

1.3 Ethics and Compliance. Employee shall perform her duties and carry out her responsibilities in a professional, ethical and businesslike manner, and shall comply with all applicable, legal District policies, protocols and procedures, in addition to all federal, state and local laws and regulations applicable to the District.

ARTICLE II
SALARY AND BENEFITS

2.1 Salary. The District agrees to pay to Employee a base salary ("Base Salary") of One Hundred Ten Thousand Dollars (\$110,000.00) per year payable in accordance with the District's normal payroll practices, which may change from time to time.

2.2 Benefits. During the term of this Agreement, Employee will be entitled to the employment benefits afforded to all management / non-represented employees of the District. Where applicable, such benefits shall be implemented in accordance with the terms and conditions of the District's Employee Handbook, as such handbook may be amended from time to time. Employee and District acknowledge that said benefits shall be determined as of the date of this Agreement, but may change in the future without the need for amending this Agreement. In the event of change, District agrees to give Employee no less than thirty (30) days' written notice of said change.

2.3 Expenses. During the term of this Agreement, Employee may be reimbursed for reasonable business expenses in accordance with the general policy of the District, as adopted by the Board of Directors from time to time. Employee shall also be reimbursed \$100.00 per month as a cell phone allowance. District shall also reimburse employee for miles driven while performing District work at the IRS standard reimbursement rate as that rate exists at the time said miles are driven.

2.4 Specific Addition of Vacation / Administrative Leave. Employee shall earn administrative leave time per the allocation of benefits described in section 2.2, above. However, in addition, District shall credit Employee with ten (10) days of vacation time / administrative leave upon Employee's start of employment. Employee shall be allowed to use said 10 days of vacation / administrative leave in any manner he chooses.

2.4 Negotiation of Terms and Agreement Term. The term of this Agreement shall be three (3) years, commencing on the Effective Date. This Agreement may be renewed for succeeding terms of one (1) year or more, upon the written agreement of Employee and the Board of Directors. At least ninety (90) days prior to the end of the Agreement's term, or any renewal term thereafter, the parties shall meet to discuss whether they intend to enter into an additional term and, if so, shall commence negotiations with respect to any amendments to this Agreement, including any changes in salary or benefits. In the event Employee continues to render services to District after the initial three (3) year term of this Agreement has passed, and does so without District and Employee executing an extension or renewal of this Agreement, this Agreement shall convert to a month-to-month agreement under the same terms as existed during the term immediately prior.

2.5 Membership in Professional Organizations. District shall reimburse Employee for membership in professional organizations related to her Employment under this Agreement, such as CPRS, ICMA, and CASD. District shall reimburse Employee for attendance at and travel to yearly conferences for such organizations so long as they are held within the State of California. Attendance at and travel to conferences outside of California shall not be reimbursable by District and shall be at Employee's sole expense, unless authorized in writing by District's Board of Directors *prior* to costs being incurred.

GENERAL MANAGER EMPLOYMENT AGREEMENT: Jill Ritzman2.6 Intentionally left Blank2.6.1 Intentionally left Blank

2.7 Annual Review. Within thirty (30) days of each anniversary of Employee's start of employment, District's Board of Directors shall conduct an evaluation of Employee's performance. At such evaluation the Board of Directors will consider Employee's overall performance and compensation, including salary compensation based on performance.

ARTICLE III
TERMINATION OF EMPLOYMENT

3.1 Termination by District.

3.1.1 Automatic Termination. This Agreement shall terminate automatically upon Employee's death, legal incapacity or disability if such disability precludes Employee from performing the essential duties and responsibilities of the position as determined by an impartial third party (i.e. occupational health physician or group not affiliated with the Employee or District).

3.1.2 Termination For Cause. The District shall have the absolute right, upon delivery of written notice to Employee, to immediately terminate this Agreement and Employee's employment for cause. "For Cause" means termination by the District of Employee's employment (i) by reason of Employee's willful dishonesty towards, fraud upon, or deliberate injury or attempted injury to, the District; (ii) by reason of Employee's material waste or misuse of the District's assets; (iii) by reason of Employee's failure to follow a legal directive from the Board; (iv) by reason of Employee's intentional misconduct with respect to the performance of Employee's duties under this Agreement.

3.1.3 Termination for Breach of Agreement. In addition to the reasons enumerated above as Termination for Cause, District shall also have the absolute right, upon delivery of written notice to Employee, to immediately terminate this Agreement and Employee's employment for a material breach of this Agreement by Employee. If District intends to terminate this Agreement for a material breach (other than for reasons listed in section 3.1.2 above), District shall notify Employee of its intention to terminate Employee's employment by reason of the Employee's material breach of this Agreement. Employee shall have fifteen (15) days from receipt of written notice of such material breach from the District in which to cure such breach. In the event such breach is not timely cured Employee's employment shall terminate upon delivery of written notice of Failure to Cure Breach of Agreement.

3.2 Termination by Employee for Breach of Agreement. Employee shall notify District of her intention to terminate Employee's employment by reason of the District's material breach of this Agreement. The District shall have fifteen (15) days from receipt of written notice of such material breach from the Employee in which to cure such breach. In the event such breach is not timely cured Employee's employment shall terminate. Failure to pay Employee the salary, as provided above, or provide any of the employment benefits, shall be deemed a "material breach."

GENERAL MANAGER EMPLOYMENT AGREEMENT: Jill Ritzman

3.3 Termination on 30-Days' Notice. Notwithstanding any of the above provisions, both District and Employee shall have the absolute right to terminate this Agreement upon 30-days' written notice delivered to the other party. This right of termination upon 30-days' written notice shall apply whether or not good cause for terminating this Agreement exists, whether or not it is terminated for a material breach, and whether or not the initial or any subsequent term of this Agreement has expired. The 30-days' written notice described in this section shall not obligate the District to provide any such notice if this Agreement is terminated under any of the sections above, unless otherwise required by those sections.

3.5 Benefits at Termination of Employment. All insurance benefits received by Employee shall end on the last day of the month of the termination of Employee's employment. Expense reimbursements shall be only be paid for expenses incurred up to and including the day of termination. This shall remain true regardless of whether or not the termination is with or without cause, which party initiates the termination, and/or under which provision of this Agreement the termination of employment occurs.

3.5 Severance. In case of District termination without cause, including without limitation an uncured material breach by Employee, or if Employee terminates this Agreement for the District's lack of timely cure to a Breach of Agreement as defined in Section 3.2, severance shall be paid to Employee based on the date of the written termination notice as follows:

3.5.1 From the Original Effective Date of this Agreement (November 8, 2017) through six (6) months (i.e., May 8, 2018), no severance shall be paid to Employee regardless of the reason for termination.

3.5.2 In the event that District terminates Employee's employment effective on or after May 8, 2018, District shall pay Employee an amount equal to three (3) months of her then-current salary. In addition, District shall also pay Employee an amount equal to one month's salary for each complete year Employee was employed by District, up to a maximum of six (6) month's salary. Severance payment under this section shall not include any payment for benefits not otherwise required by law.

3.6 At-Will Employment. Subject to the terms of this Article, Employee is and shall remain an at-will employee. As General Manager, Employee shall be the chief executive officer of the District subject to mandatory direction only by the Board of Directors. Employee shall be compensated on a salary basis and shall devote all professional hours to service of the District.

ARTICLE IV CONFIDENTIALITY

4.1 Confidentiality and/or Proprietary District Business Information. During the course of Employee's duties hereunder, Employee will acquire or have access to information regarding the business operations of the District including, but not limited to, information regarding pricing, billing, claims, compensation, business operations, agreements, trade secrets, and business and technical manuals ("Confidential Information"). Employee acknowledges that the District would suffer financial harm if such Confidential Information were to be disclosed to third parties and agrees not to disclose to, or otherwise discuss such Confidential Information with, any third party without the express written consent of the District or as expressly required by law. Upon termination of this Agreement, Employee agrees to promptly return any Confidential Information in Employee's possession or control to the District.

GENERAL MANAGER EMPLOYMENT AGREEMENT: Jill Ritzman

ARTICLE V
GENERAL PROVISIONS

5.1 Amendment. This Agreement may be amended from time to time, but only by written instrument executed by each of the parties.

5.2 Non-Assignability. Employee may not assign, sell, or otherwise transfer this Agreement or any interest therein. Employee may not delegate her duties hereunder without the prior express written approval of the Board in its sole discretion.

5.3 Prior Agreements. This Agreement supersedes all prior written or oral agreements between the parties covering the same matter.

5.4 Third-Party Beneficiaries. The rights and obligations of each party to this Agreement shall inure solely to the benefit of the parties hereto, and no persons or entity shall be a third party beneficiary of this Agreement.

5.5 Counterparts. This Agreement may be executed in several counterparts, and all counterparts so executed shall constitute one Agreement and shall be binding on all of the parties hereto, notwithstanding that all of the parties are not signatory to the original or the same counterparts.

5.6 Severability. The provisions of this Agreement shall be deemed severable and if any portion shall be held invalid, illegal or unenforceable for any reason, the remainder of this Agreement shall be effective and binding on the parties.

5.7 Changes in Law. Both parties agree that in the event future legislation is enacted or regulations are promulgated or a decision of a court is rendered that, in the opinion of legal counsel for either party, affects or may affect the legality of this Agreement or materially and adversely affects the ability of either party to perform its obligations or receive the benefits intended hereunder ("Change in Law"), then the parties agree to act in good faith to amend this Agreement as necessary to bring it into compliance with applicable laws and to carry out the original intention of the parties to the extent possible. If one or both parties cannot in good faith agree to such amendment, then either party may terminate on thirty (30) days' notice.

5.8 Governing Law. The validity, interpretation and performance of this Agreement shall be governed and construed in accordance with the laws of the State of California.

5.9 Binding Effect. The terms and conditions of this Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors, assigns, and legal representatives.

5.10 Representation by Counsel. The District and Employee each acknowledge that they have had the opportunity to consult with legal counsel of their choice prior to execution of this Agreement. The parties further acknowledge that the terms of this Agreement are the result of negotiations between them and that the terms of this Agreement shall not be construed in favor of, or against, any party by reason of the extent to which a party or its counsel participated in its drafting, or by reason of the extent to which this Agreement may be inconsistent with prior drafts thereof.

5.11 Headings. Any titles, captions or paragraphs contained in this Agreement are for convenience only and shall not be deemed part of the contents of this Agreement, and shall in no way define, limit, extend or describe the scope of this Agreement or the intent of any provision hereof.

GENERAL MANAGER EMPLOYMENT AGREEMENT: Jill Ritzman

5.12 Notices. Any notice required or permitted by this Agreement shall be given in writing sent by overnight delivery, personal delivery or United States registered or certified mail, return receipt requested, all of which shall be properly addressed, with postage or delivery charges prepaid as follows:

If to District:

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682
Attention: Board of Directors

If to Employee:

Jill Ritzman


Notices sent by personal delivery shall be deemed given upon actual receipt. Notices sent by overnight delivery shall be deemed given on the next business day. Notices sent via United States registered or certified mail shall be deemed given two (2) business days from mailing.

5.13 Entire Agreement. The parties agree that neither party has made any representation, warranty or covenant not fully set herein, and that this Agreement is a complete statement of the entire agreement which supersedes all previous communications between the parties hereto.

5.14 Waiver. A waiver of any of the terms and conditions hereof shall not be construed as a waiver of any other terms and conditions hereof.

5.15 Venue. Employee and District agree that in the event of a dispute arising from this Agreement or from any part of Employee's employment with District, venue for resolving such dispute shall be exclusively in the County of El Dorado.

5.16 Indemnification. To the full extent of the law, District shall defend and indemnify Employee in Employee's capacity as general manager. Said indemnification by District shall be against and for all losses sustained by Employee as a direct consequence of Employee discharging Employee's duties as general manager during the term of Employee's employment. Said indemnification shall include costs of defense, attorney's fees, and/or financial liability and judgment against Employee. Said indemnification shall include causes of action and suits filed after Employee's employment has terminated, so long as the facts giving rise to the cause of action and/or suit acts undertaken or committed during said period of employment. Said indemnification shall NOT include willful acts or willful omissions by Employee, including without limitation abuse of office or position, fraud, and other wrongful acts, and shall NOT include costs of defense, attorney's fees, or judicially determined financial liability.

GENERAL MANAGER EMPLOYMENT AGREEMENT: Jill Ritzman

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CAMERON PARK CSD

By: Holly Morrison
Name: Holly Morrison
Title: Vice President, Board of Directors

Date: November 6, 2017

EMPLOYEE

By: Jill Ritzman
Name: Jill Ritzman

Date: 11.6.2017

AMENDMENT TO GENERAL MANAGER EMPLOYMENT AGREEMENT: Jill Ritzman

Page 1/1

AMENDMENT TO GENERAL MANAGER EMPLOYMENT AGREEMENT

This Amendment to the General Manager Employment Agreement is made as of October 21, 2020, by and between **Cameron Park Community Services District** (“**District**”), and **Jill Ritzman** (“**Employee**”). The District and Employee may be referred to at times individually as the “Party” or collectively as the “Parties.”

District and Employee entered into the General Manager Employment Agreement on November 6, 2017 with an effective date of November 8, 2017 (the “Agreement”). District and Employee now enter into this Amendment to said Agreement in order to amend some of the terms of the Agreement and to confirm the Agreement’s remaining terms. This Amendment shall be referred to herein as the “Amendment to the Agreement.”

The Effective Date of this Amendment to the Agreement shall be November 8, 2020, regardless of the date on which this Amendment to the Agreement is executed.

District and Employee now agree as follows:

- 1. The term of the Agreement as described in section 2.4 of the Agreement is extended to and shall terminate on November 30, 2021.
- 2. District shall increase Employee’s Base Salary in section 2.1 of the Agreement by five percent (5%) per year. Said increase in Base Salary shall begin on the Effective Date of this Amendment to the Agreement.
- 3. Notwithstanding any other provision in the Agreement, District’s payout of vacation to Employee at the end of her employment with District shall be consistent with District policy to other employees, with a maximum payout of 240 hours.
- 4. All other terms and conditions in the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment to the Agreement as of the date first written above.

CAMERON PARK CSD

EMPLOYEE

By: _____
Name: Monique Scobey
Title: President, Board of Directors

By: _____
Name: Jill Ritzman

Date: _____

Date: _____



Agenda Transmittal

DATE: October 21, 2020

FROM: Jill Ritzman, General Manager

AGENDA ITEM #10: **PUBLIC HEARING - RESOLUTION 2020-25 APPROVING EL DORADO DISPOSAL/WASTE CONNECTIONS RATE ADJUSTMENT FOR COUNTY SOLID WASTE SURCHARGE**

RECOMMENDED ACTION: **APPROVE RESOLUTION 2020-25**

RECOMMENDATION

Staff is recommending that the Board of Directors approve:

- Resolution 2020-25 to approve the Rate Adjustment due to rate adjustment for County Solid Waste Surcharge associated with El Dorado County and El Dorado Disposal Agreement for funding of county-wide Waste Management Services (Attachment 10A).

BUDGET AND ADMINISTRATION COMMITTEE

The Budget and Administration Committee discussed the purpose of the County's surcharge, inquired about future adjustments to the surcharge, and supported moving the recommendation to the Board of Directors for consideration.

BACKGROUND

On August 19, 2020, the Cameron Park Community Services District (District) Board of Directors approved an amendment to the agreement with El Dorado Disposal (EDD) for services, and a rate adjustment. On August 25, 2020, the El Dorado County Board of Supervisors approved an amendment to their agreement with EDD and a rate adjustment to the County's surcharge for landfilled solid waste. The County's decision has implications to the rates in Cameron Park because the County is the responsible agency for certain county-wide waste management requirements.

DISCUSSION

The El Dorado County Board of Supervisors approved an increase to a surcharge on all landfilled solid waste, paid by El Dorado Disposal to the County to fund solid waste programs, including the Union Mine Landfill, administered by the County on behalf of all County residents. The “pass through” surcharge was originally established in 1996, when the Material Recovery Facility (MRF) first became operational, through a franchise agreement between the County and EDD. The surcharge was incorporated into all residential and commercial collection rates, as well as MRF gate rates, and has not increased since 1996. There will be an annual 2% escalator on the surcharge rate only (not the entire monthly service rate).

In 2012, the Board of Supervisors approved the county-wide Solid Waste Management Plan (Plan). The Plan was developed to provide a focused, comprehensive, strategic approach to solid waste management to meet state mandates. A goal of achieving 75% diversion of solid waste from landfilling by the year 2020 is contained in the Plan.

The County responsibilities for solid waste management, per state mandate and required by the Board-approved Plan, are listed below. These tasks are completed by the County on behalf of all residents and businesses in the unincorporated area of the County, including Cameron Park. Responsibilities include, but are not limited to:

- Regulatory compliance per AB 939, AB 341, AB 1826, AB 827, SB 1383, and reporting to the State for all jurisdictions in the County;
- Solid waste diversion programs;
- Roadside litter program and illegal roadside sign and dumping abatement;
- Construction and Demolition Debris and Solid Waste Ordinance administration and enforcement;
- Grant acquisition, implementation and reporting;
- EDD Franchise Agreement administration and MRF inspections;
- Local Enforcement Agency (LEA) contract for permitting and inspection oversight of EDD MRF; and
- Union Mine Landfill operations, maintenance and monitoring.

In 1962, El Dorado County began operations of the Union Mine Landfill, although as early as the 1940's the site was used as an illegal dump. With the exception of several very small dumpsites that were closed in the 1970's, all waste generated by residents and businesses throughout the western slope, including Cameron Park, was deposited at the Union Mine Landfill. The facility ceased operating as a public disposal site in 1996.

The Union Mine Landfill was a significant consideration for the Board of Supervisor's approval of the surcharge increase. The site consists of an open and operational 6 acre landfill (or cell), and a 33 acre closed landfill. The closure cost for the 6 acre cell is fully pre-funded at \$2.7 million dollars. The 30-year post-closure cost to maintain the entire site, with a 2020 estimated cost of \$16.3 million dollars, **is not pre-funded**. In addition, the Regional Water Quality Control Board, effective 2020, is requiring the County to pre-fund the closure costs associated with Class II Surface Impoundment, which is a 2 million gallon lined landfill leachate collection basin, at an estimated cost of \$173,000. Ongoing solid waste related revenue, which includes solid waste parcel assessments and the County's surcharge, will be used to maintain the site.

If the District Board of Directors does not approve the proposed rate adjustment, the County will evaluate alternative methodologies for the District to contribute its fair share of support for funding the County's solid waste programs. It is important to note that on September 22, 2020, the City of Placerville approved EDD's rate increase request, including the increase associated with the County's increased surcharge.

Attachments:

10A – Proposed Rate Adjustment for County Solid Waste Surcharge

10B – Resolution 2020-25

2020 PRICE INCREASE - COMMON MONTHLY RATES

<i>CAMERON PARK CSD</i>	Current Rate (Approved 8/19/2020)	County Surcharge Amount	New Rate	
35G CAN WEEKLY	\$ 28.43	\$ 0.65	\$ 29.08	\$ 0.15 per pickup
35G CAN WEEKLY SR	\$ 20.74	\$ 0.47	\$ 21.21	\$ 0.11 per pickup
64G CAN WEEKLY	\$ 31.76	\$ 0.73	\$ 32.48	\$ 0.17 per pickup
96G CAN WEEKLY	\$ 40.11	\$ 0.92	\$ 41.02	\$ 0.21 per pickup
3yd FEL 1x/wk	\$ 321.59	\$ 7.35	\$ 328.94	\$ 0.57 per yard
20yd RO	\$ 552.86	\$ 12.64	\$ 565.50	\$ 0.63 per yard

**RESOLUTION No. 2020-20
of the Board of Directors
of the Cameron Park Community Services District
October 21, 2020**

**RESOLUTION APPROVING EL DORADO DISPOSAL/WASTE
CONNECTIONS RATE ADJUSTMENT FOR COUNTY SOLID WASTE
SURCHARGE**

WHEREAS, the Cameron Park Community Services District (District) and Waste Connections of California, Inc., doing business as El Dorado Disposal Services (EDD), entered into a Franchise Agreement, including Amendments thereto, for the collection of solid waste within the Cameron Park Community Services District; and

WHEREAS, on August 25, 2020, the El Dorado County Board of Supervisors approved an amendment to their agreement with EDD for services, and a rate adjustment to the County’s surcharge for landfilled solid waste; and

WHEREAS the County’s decision has implications to the rates in Cameron Park because the County is the responsible agency for certain county-wide waste management requirements; and

WHEREAS, the “pass through” surcharge was originally established in 1996, when the Material Recovery Facility (MRF) first became operational, through a franchise agreement between the County and EDD, and has not increased since 1996.

WHEREAS, EDD is requesting a Rate Adjustment for County Solid Waste Surcharge with an annual 2% escalator (as depicted below) on the surcharge rate only;

<i>CAMERON PARK CSD</i>	Current Rate (Approved 8/19/2020)	County Surcharge Amount	New Rate		
35G CAN WEEKLY	\$ 28.43	\$ 0.65	\$ 29.08	\$ 0.15	per pickup
35G CAN WEEKLY SR	\$ 20.74	\$ 0.47	\$ 21.21	\$ 0.11	per pickup
64G CAN WEEKLY	\$ 31.76	\$ 0.73	\$ 32.48	\$ 0.17	per pickup
96G CAN WEEKLY	\$ 40.11	\$ 0.92	\$ 41.02	\$ 0.21	per pickup
3yd FEL 1x/wk	\$ 321.59	\$ 7.35	\$ 328.94	\$ 0.57	per yard
20yd RO	\$ 552.86	\$ 12.64	\$ 565.50	\$ 0.63	per yard

Attachment 10B

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Cameron Park Community Services District approves the requested Rate Adjustment for County Solid Waste Surcharge.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regular scheduled meeting, held on the 21st day of October 2020, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Director Monique Scobey, President
Board of Directors

Jill Ritzman, General Manager
Secretary to the Board

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Budget and Administration Committee
Tuesday, October 6, 2020
5:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/83959850832>

Meeting ID: 839 5985 0832

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

Members: Chair Director Eric Aiston (EA), Vice Chair Director Monique Scobey (MS),
and Alternate Director Felicity Wood Carlson (FC)

Staff: Jill Ritzman, General Manager
and Vicky Neibauer, Finance/Human Resources Officer

CALL TO ORDER

ROLL CALL

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

DEPARTMENT MATTERS

- 1. El Dorado Disposal - Proposed Rate Adjustment for County Solid Waste Surcharge (J. Ritzman, J. England)**

- 2. Board Member Compensation for Ad Hoc Committees (J. Ritzman)**
- 3. Appointment as Alternate Member to EDSWAC – Director Scobey (J. Ritzman)**
- 4. Staff Updates**
 - a. September Check Register Review (V. Neibauer)
 - b. Legislative Updates (J. Ritzman)
 - c. Strategic Plan (J. Ritzman)
- 5. Items for November & Future Committee Meetings**
 - Legislative Policy
 - Mid-Year Budget Adjustments
- 6. Items to take to the Board of Directors**

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

ADJOURNMENT

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Covenants, Conditions & Restrictions (CC&R) Committee
Monday, October 5, 2020
5:30 p.m.

TELECONFERENCE ZOOM MEETING

<https://us02web.zoom.us/j/83971140391>

Meeting ID: 839 7114 0391

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

Members: Chair Sidney Bazett (SB), Vice Chair Gerald Lillpop (GL), Bob Dutta (BD)
Director Felicity Wood Carlson (FC), Director Holly Morrison (HM)
Alternate Director Ellie Wooten

Staff: General Manager Jill Ritzman, CC&R Compliance Officer Jim Mog

1. CALL TO ORDER

2. ROLL CALL

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

3. APPROVAL OF AGENDA

4. APPROVAL OF CONFORMED AGENDA

5. OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

COMMITTEE REVIEW/ACTION

6. Appeal of Architecture Review Committee's Approval for Fencing Project at 2969 Mount View Court (J. Mog)

- Action: Review and Discuss

Item #	Property Address	Unit	APN	Project
6.	2969 Mount View Court	Deer Creek Estates Unit #B	116-382-007-000	Fence

7. MONTHLY STAFF REPORT

7a. Open Violations – August & September

- Initial Notices - 13
- Final Notices - 4
- Pre-Legal Notices – 3 (*approved in July; pending staff review of current property conditions*)
- Pending – 6
- Legal Cases – 1

7b. Architectural Review Month of September

- Projects Reviewed – 25
- Approved – 19
- Denied – 0
- Held Over – 0
- ARC Review Not Required - 1

7c. Staff Update

- New CC&R Officer training continues

8. Items for November and Future CC&R Committee Agendas

9. Items to take to the Board of Directors

10. MATTERS TO AND FROM COMMITTEE MEMBERS

11. ADJOURNMENT

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Fire and Emergency Services Committee
Tuesday, October 6, 2020
5:30 p.m.

Agenda

Members: Chair Director Ellie Wooten (EW), Vice Chair Director Monique Scobey (MS)
Alternate Director Eric Aiston (EA)

Staff: General Manager Jill Ritzman, Chief Sherry Moranz, Chief Jed Gaines

**Meeting has
been cancelled**

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Parks & Recreation Committee
Monday, October 5, 2020
6:30 p.m.

Cameron Park Community Services District
2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Ellie Wooten (EW), Vice Chair Director Felicity Carlson (FC)
Alternate Director Holly Morrison (HM)

Staff: General Manager Jill Ritzman, Recreation Supervisor Whitney Kahn,
Parks Superintendent Mike Grassle

Meeting has been cancelled

(See attached report for
department updates)

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: October 5, 2020

FROM: Whitney Kahn, Recreation Supervisor
Community Center Re-Opening Report

RECOMMENDED ACTION: RECEIVE AND FILE

With El Dorado County moving into the Orange Tier of California's Blueprint for a Safer Economy, we will re-open the Community Center beginning on Monday, October 5, 2020.

Phased Approach

In order to assess and make adjustments as needed, we will approach our re-opening in phases:

- **Phase 1: Resume Rentals for Previous Users**
 - Any groups or individuals with previous rental history were sent an email informing them of our re-opening along with the new limited capacity as well as safety measures in place (see below).
 - During this phase, the Assembly Hall and the Social Room will be the only two rooms available to renters (the gym and pool have already been re-opened and are rented regularly).
 - The Community Center front desk will have a "soft opening" where it will be open to the public from 9a-4:30p, but closed for a lunch period each day. This soft opening will not be publicly announced, as the current practice of calling or email the front desk will remain the preferred method of contact to reduce foot traffic and unnecessary attendance in the building.

- **Phase 2: Resume Contract Classes**
 - Adding to the Phase 1 rentals, in this phase we will resume in person Special Interest classes where physical distancing may be maintained, lead by CPCSD contract class instructors.
 - Expanding rental availability to include the Dance Room, Classroom A, Classroom B, and the kitchen.
 - Moving to this phase is not based on a timeline, rather on assessing the success of Phase 1, the interest from the community and the instructors to bring classes back, as well as what is happening at the County and State level as it relates to the virus.

- **Phase 3: Resume Internal/Unpaid Rental Groups**
 - Inviting our unpaid rental groups such as Master Gardeners, quilting groups, Camera Club, senior table games groups, etc... will be the third and final phase of the Community Center's re-opening.
 - Moving into this phase is also not based on a timeline, rather on what is happening at the County Level.
 - This phase will begin when the County's Congregate Meal Service resumes in person because most of these groups primarily serve older adults. Once El Dorado County determines it is safe for this higher risk population to resume seated, congregated meal service at all of their locations, including our Community Center, we will invite these unpaid rental groups to return as well.

Safety Measures

In addition to the phased re-opening, safety measure consistent with the State of California's industry guidelines for re-opening hotel meeting spaces were used to develop the Community Center safety measures and include:

- Reduced capacity in rooms to 25% based on State's capacity guidelines for convention and event centers
- Mask wearing required at all times by all users in all CSD buildings

- Signage and messaging to all renters about new directional flow of building with well-defined entrance/exit pathways to reduce cross foot traffic
- Room set-ups that meet physical distancing guidelines of 6' or more
- Renters must maintain attendance records and hold events that are closed to the public
- If renters are serving food, it must be pre-packaged
- Renters should tell their participants to conduct home health screenings and/or take a health screening of their participants upon arrival
- Additional hand sanitizing stations haven been installed, as well as additional bottles of hand sanitizer available
- Robust cleaning and sanitizing will be done in all rooms and bathrooms

Next Steps

Staff will continue to monitor and adjust as needed as we begin to resume regular operations at the Community Center. We are looking forward to expanding the current services we have continued to provide to our community during the time that the Community Center has been closed.

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Item #13E

Solar Energy Ad Hoc Committee
Thursday, October 1, 2020
5:00 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/83027256468>

Meeting ID: 830 2725 6468

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

Members: Chair Steve Thames (ST), Glenn Rambach (GR),
Director Monique Scobey (MS), Director Eric Aiston (EA), Dan Enright (DE)
Staff: General Manager Jill Ritzman, Parks Superintendent Mike Grassle

CALL TO ORDER

ROLL CALL

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

DEPARTMENT MATTERS

- 1. Review and Discuss Outcome of Solicitation of Solar Energy Vendor, and Options for Financing Construction and Operations (ARC Alternatives)**

2. Staff Updates

- Report Back on Energy Efficient Project (M. Grassle)

3. Future Meeting Calendar

4. Items for Next & Future Committee Agendas

5. Items to Take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Item #13E

Solar Energy Ad Hoc Committee
Thursday, October 15, 2020
5:00 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/84574914688>

Meeting ID: 845 7491 4688

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

Members: Chair Steve Thames (ST), Glenn Rambach (GR),
Director Monique Scobey (MS), Director Eric Aiston (EA), Dan Enright (DE)
Staff: General Manager Jill Ritzman, Parks Superintendent Mike Grassle

CALL TO ORDER

ROLL CALL

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

DEPARTMENT MATTERS

- 1. Review and Discuss Outcome of Solicitation of Solar Energy Vendor, and Options for Financing Construction and Operations - Continued (ARC Alternatives)**

2. Staff Updates

3. Future Meeting Calendar

4. Items for Next & Future Committee Agendas

5. Items to Take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT