

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



Covenants, Conditions & Restrictions (CC&R) Committee
Monday, June 1, 2020
5:30 p.m.

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

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 Kate Magoolaghan

Meeting has been cancelled

(See department report for
CC&R updates)



Agenda Transmittal

DATE: June 1, 2020

FROM: Kate Magoolaghan, CC&R Compliance Officer

RECOMMENDED ACTION: RECEIVE AND FILE

It goes without saying that the past few months have been challenging. The mission of the District has always been, and will continue to be, to provide essential services and enhance the lives of Cameron Park residents. Throughout this crisis, the District has worked closely with El Dorado County and followed their guidance as it relates to operations and the safety of our community. The County has now moved into Stage 2 of reopening. Our new objective is to develop new ways of providing services while ensuring the safety and well-being of residents and employees. This report is intended to keep the CC&R Committee and residents apprised of the current status of CC&R and ARC operations.

OPERATIONS

CC&R Committee

- CC&R Meetings will be held only when committee action is required
 - Staff will provide a monthly report to the CC&R Committee
 - In the event that a matter involving legal action or any other time sensitive matter requiring Committee action arises, the next regularly scheduled meeting will be held via teleconference

At the current time, there are no cases that are recommended to move into legal action nor any other matters requiring immediate committee action.

Staff continues to work on procedural amendments as noted in the 2020 District Work Plan. The presentation of these procedures will recommence when regular meetings resume.

Staffing Update

Staff is currently working remotely from home and continues to limit face to face interactions with the public and other staff. Management and staff are developing a plan to safely re-integrate staff into the office and fully restore staff hours when it is feasible to do so.

Additionally, measures are being taken to limit in-person public interaction once District offices reopen to the public. Staff is continuing to identify improvements to online processes to encourage touchless complaint and Architectural Review Application submissions.

CC&R Enforcement

Staff is gradually resuming responses to most types of complaints with continued emphasis on those of greatest health and safety concern. Staff is cognizant of the limitations many property owners are experiencing during this time. The recently implemented courtesy notices have been quite effective as the vast majority of owners are complying with those notices. Staff will continue to utilize courtesy notices when appropriate.

An increased number of complaints related to overgrown lots, weeds, and unmaintained trees have been received by CC&R staff and the weed abatement team at the Fire Department. Staff and the Cameron Park Weed Abatement team are working collaboratively to address these properties.

Architectural Review

Architectural Review submissions continue to be received and processed. Staff has made operational modifications in order to accommodate a touchless process. These include remotely assisting applicants with electronic submissions, developing new system generated approval notices, and revamping meeting preparations in order to effectively present project plans to the Architectural Review Committee for review via teleconference. Committee Meetings have occurred on a bi-weekly basis since the El Dorado County Shelter in Place Order went into effect. As the County begins to reopen, staff expects to resume weekly meetings in June which will continue to be held via teleconference.

Staff anticipates a reduction in total Architectural Review revenues as a result of the COVID-19 situation. Arc applications are down 31%.

May Violation Report

A Violation Report will be included next month.

CONCLUSION

Staff continues to adapt and implement operational changes new guidance necessitates. Staff will continue to provide essential services to residents while protecting the safety and well-being of everyone affected.