

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



Budget and Administration Committee

Special Meeting

Wednesday February 8, 2023

6:30 p.m.

Cameron Park Community Center – Social Room

2502 Country Club Drive

Cameron Park, CA 95682

HYBRID TELECONFERENCE TEAMS MEETING LINK

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZDc1NjQ0NDgtZjg3OC00MzVjLTkyYjMtZDY1Y2ZkODA0OTZj%40thread.v2/0?context=%7b%22Tid%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22Oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d)

[join/19%3ameeting_ZDc1NjQ0NDgtZjg3OC00MzVjLTkyYjMtZDY1Y2ZkODA0OTZj%40thread.v2/0?context=%7b%22Tid%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22Oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZDc1NjQ0NDgtZjg3OC00MzVjLTkyYjMtZDY1Y2ZkODA0OTZj%40thread.v2/0?context=%7b%22Tid%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22Oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d)

Conformed Agenda

Members: Chair, Sidney Bazett (SB), Vice-Chair, Director Monique Scobey (MS)

Alternate Director Tim Israel (TI)

Staff: André Pichly, General Manager; Christina Greek, Finance/HR Officer

CALL TO ORDER 6:39 pm

ROLL CALL MS, SB - present

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. All demonstrations, including cheering, yelling, whistling, handclapping, and foot stomping which disrupts, disturbs or otherwise impedes the orderly conduct of the Committee meeting are prohibited.

ADOPTION OF AGENDA MS motioned to approve the agenda; 2nd by SB. Approved.

APPROVAL OF CONFORMED AGENDA

1. Conformed Agenda – none

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

2. Designation of Budget & Administration Committee Chair and Vice Chair (oral, A. Pichly) MS nominates SB for Chair, SB accepted. SB nominated MS for Vice-Chair, MS accepted. Chair and Vice-Chair selected.
3. 2023 Work Plan (A. Pichly)
 - MS would like to the cost allocation study for district fees be more specific (like LLAD, park and rec fees) so we know specifically what we're doing
 - MS - salary survey and compensation analysis is something we need to do – last one showed we under pay staff and are not competitive
 - MS - OK with final budget by June 30
 - MS - would like to see updating the Strategic Plan – maybe not in this committee, but should be a goal of the Board. Would like to see that happen by the end of the year.
 - MS - would like to see a completed update of the reserves study by the end of the year
4. Culvert/roadway repair (A. Pichly) SB recommends moving forward as long as Veerkamp supports the like-for-like repair approach, that District Counsel is comfortable with the process, that funding is coming from Fund 01, the timing for the project, is compacting happening and needed – seems important. MS cannot give full support until she gets all her answers, but agrees that it can move forward with reservations. Move forward to the Board.
5. Conversion of Lagoon well into a fire hydrant (M. Grassle via C. Greek) MS recommends moving forward to the Board and pay for out of Fund 01 since it will pay for itself within two-years.
6. Full Time Maintenance Worker I (M. Grassle via C. Greek) MS recommends forwarding to the Board, but staff may need to discuss with the Union and the timing of the recruitment, SB agreed. Move forward to the Board as a General Business item.
7. First Responder Fee Policy (A. Pichly) MS need to define acronyms ALS and PCR. SB recommends moving this forward to the Board with those two changes. MS forward to the Board with those changes (on consent).
8. Executech contract (C. Greek) MS likes CG's suggestion of using Executech's language of "program pricing for the month only include what we have" and can elaborate on that in the



report. Would not apply to any new purchases or services not in the current scope of work.
recommends it move forward to the Board as a consent item. MS agreed.

Staff Updates

9. Check Register Review January 2023 (C. Greek)

10. Finance & Admin Staff Report (C. Greek, oral)

11. Items for Future Committee Meetings

- Audit Report
- Preliminary Budget

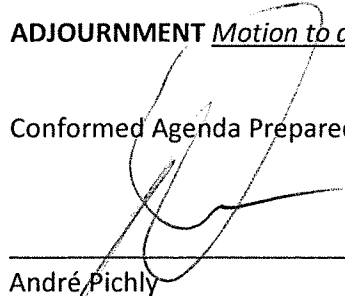
12. Items to take to the Board of Directors

- Work Plan
- Strategic Plan update
- Culvert/Roadway repair
- Conversion of lagoon well into a fire hydrant
- Fulltime Maintenance Worker I position
- First Responder Fee
- Executech contract

MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

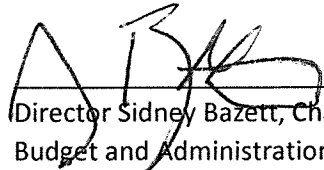
ADJOURNMENT Motion to adjourn by SB; 2nd by MS. Meeting adjourned at 8:28 pm

Conformed Agenda Prepared by:



André Pichly
General Manager/Board Secretary

Conformed Agenda Approved by:



Director Sidney Bazett, Chair
Budget and Administration Committee