



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, February 20, 2019 6:30 p.m.

Board Members

Margaret Mohr	President
Monique Scobey	Vice President
Felicity Carlson	Board Member
Ellie Wooten	Board Member
Holly Morrison	Board Member

Notice to the Public

An AGENDA in FINAL FORM is located in the Reception area in the District Office and posted at each of the Cameron Park Fire Stations and on the District's website at www.cameronpark.org. Support material is available for public inspection at the District Office and on the District website. 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.

Any written document that relates to an agenda item for an open session of a regular meeting of the Board of Directors which is distributed less than 72 hours prior to the meeting, is available for public inspection at the same time the writing is distributed to the members of the Board of Directors. Such written documents will be made available at the District Office and on the District website.

The Cameron Park Community Services District (CPCSD) is committed to ensuring that all persons are provided the resources to participate in its public meetings. For the public's information, we are now taking email requests for future notification of Community Services District meetings. 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.

AGENDA

CALL TO ORDER

1. Roll Call
 2. Pledge of Allegiance
-

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.

Recognition of Recreation Supervisor Tina Helm for 25 Years of Service to the District

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 #7 to be discussed and acted upon individually.

4. Conformed Agenda – Board of Directors Meeting, January 16, 2019
 5. Staff Reports
 - a. General Manager
 - b. Administration Department
 - o Check Register
 - o Budget Calendar
 - c. Fire Department
 - d. Recreation Department
 - e. Parks & Facilities Department
 - f. Covenants, Conditions & Restrictions (CC&R) Department
 6. **APPROVE** Revision to 2019 Board and Committee Calendar
-

AGENDA

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. Comment during the Open Forum is limited to four minutes per person. 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 four minutes except with the consent of the Board, individuals shall be allowed to speak on an item only once. 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 Community Services District meetings.

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.

7. Items removed from the Consent Agenda for discussion
 8. **APPROVE** T-Ball Field at Christa McAuliffe Park
 9. **FIRST READING** of Proposed Ordinance 2019.03.20 to Restrict Outdoor Residential Burning
 10. **APPROVE** Resolution 2019-02 for Sole Source Purchase of Fire Engine
 11. **APPROVE** Resolution No. 2019-03 to Support El Dorado County Efforts to Improve Fire District Sustainability
 12. **RECEIVE AND FILE** Division of Occupational Safety and Health Citations
-

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.

13. General Matters to/from Board Members and Staff
 14. Local Area Formation Commission (LAFCO)
 15. Committee Reports
 - a. Budget & Administration
 - b. Covenants, Conditions & Restrictions (CC&R)
 - c. Fire & Emergency Services
 - d. Parks & Recreation
 - e. Solar Energy Ad Hoc
-

ADJOURNMENT



CAMERON PARK COMMUNITY SERVICES DISTRICT

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CONFORMED AGENDA

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Third Wednesday of the Month

REGULAR BOARD MEETING Wednesday, January 16, 2019 6:30 p.m.

Board Members

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

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AGENDA

CALL TO ORDER – 6:31pm

1. Roll Call – MM/MS/EW/FC (*HM was absent; FC arrived late at 6:33pm*)
 2. Pledge of Allegiance
-

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.

EW/MS - Motion Passed

Ayes – MM, MS, EW

Noes – None

Absent – HM, FC

Abstain – None

Felicity Carlson arrived late at 6:33pm.

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.

4. District Objectives & Expectations (hand-out)

- *Margaret Mohr, Board President, presented 2019 Work Plan and District Goals (see handout)*
-

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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.

5. Conformed Agenda – Board of Directors Meeting, December 19, 2018
6. Conformed Agenda – Parks & Recreation Committee Meeting, November 5, 2018
7. Staff Reports
 - a. General Manager
 - b. Administration Department
 - o Check Register
 - c. Fire Department
 - d. Recreation Department
 - e. Parks & Facilities Department
 - f. Covenants, Conditions & Restrictions (CC&R) Department
8. **APPROVE** Fire Department Rate Sheet – Fire Prevention (J. Ritzman, Chief Moranz)
9. **RECEIVE AND FILE** Meeting Attendance

Motion to approve the Consent Agenda with the following changes:

- *Change item #5 to read “Conformed Agenda” instead of “Agenda” on the title page.*
- *Move agenda item #7b & #7c from the Consent Agenda for discussion (to #10).*

FC/EW - Motion Passed

Ayes – MM, MS, EW, FC

Noes – None

Absent - HM

Abstain – None

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. Comment during the Open Forum is limited to four minutes per person. 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 four minutes except with the consent of the Board, individuals shall be allowed to speak on an item only once. 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 Community Services District meetings.

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.

10. Items removed from the Consent Agenda for discussion

- 7b. Administration Report & Check Register
- 7c. Fire Department Report

11. **APPROVE** Resolution 2019-01 Commemorating 2019 as the Year to Celebrate the 20th Anniversary of Summer Spectacular

Motion to Approve Resolution 2019-01 Commemorating 2019 as the Year to Celebrate the 20th Anniversary of Summer Spectacular.

*FC/MS - Motion Passed
Ayes – MM, MS, EW, FC
Noes – None
Absent – HM
Abstain – None*

12. **APPROVE** Fiscal Year 2018-19 Mid-Year Budget Adjustments

Motion to Approve Fiscal Year 2018-19 Mid-Year Budget Adjustments.

*MS/EW - Motion Passed
Ayes – MM, MS, EW, FC
Noes – None
Absent - HM
Abstain – None*

13. **SELECT A NOMINEE** for Special District Representative to El Dorado Local Area Formation Commission

Motion to nominate Holly Morrison for Special District Representative to El Dorado Local Area Formation Commission.

*MS/FC - Motion Passed
Ayes – MM, MS, EW, FC
Noes – None
Absent - HM
Abstain – None*

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.

14. General Matters to/from Board Members and Staff

MM – Director Morrison is absent due to surgery today; thank you to staff for Mid-Year Budget – feels it is the most comprehensive and transparent report we’ve had; Fire Consolidation meeting was discussed earlier in board meeting; Solar Ad Hoc Committee will be meeting on Monday, Jan 28th at 8:00am with members of the community to discuss action items to produce solar; announced the Chairs for committees: Monique Scobey – Budget & Admin Committee, Ellie Wooten – CC&R Committee, Holly Morrison – Fire & Emergency Services Committee, Holly Morrison – Parks & Recreation Committee; on Red Cross Board doing a “Sound the Alarm” in Diamond Springs in February and they need volunteers to install fire alarms in homes that don’t have them and are in need – will bring back information.

MS – talking with community members and fire; signed up for Spanish class at CPCSD; thank you for hard work on Mid-Year Budget Adjustments; good job to Director Mohr on the 2019 Work Plan for District.

EW – not much to report for CC&Rs - glad for Kate Magoolaghan; checking around to see if there’s anything we can do about issues at Coach Lane; only one call regarding other issues and problem was resolved.

FC – Happy New Year!; attended Community Economic Advisory Committee Meeting; looking forward to Housing Roundtable, excited that the county is looking at alternatives to PG&E for County utilities; volunteered in Gridley with rescued farm animals from Paradise fire – will be following up with FEMA, OES for opportunities for our community to train in advance for rescue efforts.

GM – Fire Committee Meeting on Wednesday, January 23 to get through items not covered in last meeting; wanted to acknowledge that we have 3 community members serving on the Solar Committee which is great – Dan Enright, Glenn Rambach, and Eric Aiston; we will be having 3 governance workshops on the 1st Wednesday of each month: March – SDRMA Chief Officer speaking about minimizing risk in the District, April – former Interim General Manager Rich Ramirez speaking about board member roles and staff roles, May – District Legal Counsel Jason Epperson speaking about Brown Act; buy Crab Feed tickets; concert this weekend – “On Air”.

15. Local Area Formation Commission (LAFCO)

 16. Committee Reports
 - a. Budget & Administration
 - b. Covenants, Conditions & Restrictions (CC&R)
 - c. Fire & Emergency Services
 - d. Parks & Recreation
-

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. 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

 2. Pursuant to California Government Code §54956.9(b)

Conference with Legal Counsel – Potential Litigation (2 cases)
-

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 met in closed session to discuss the item agendized for closed session discussion and direction was given to staff.*
-

ADJOURNMENT – 9:24pm



Agenda Transmittal

DATE: February 20, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #5A: **GENERAL MANAGER'S REPORT**

RECOMMENDED ACTION: RECEIVE AND FILE

In January, the District hosted a California Special District Association, Gold Country Chapter workshop attended by thirty-eight Board members and staff from eleven Special Districts, some as far away as Ebbetts Pass Fire District and Calveras Public Utilities District. Session topics included Role of Board Members and Finances for Special Districts. Assembly Members Brian Dahle and Kevin Kiley also spoke at the Workshop.

Meetings attended this month include: Senior Leadership Council, Shingle Springs – Cameron Park Chamber of Commerce luncheon, El Dorado Disposal Recycle Workshop, and the Commission on Aging. Cameron Park will be the guest speaker at the February 21nd Commission on Aging meeting. Jo Ann Perry, President Senior Leadership Council and I will be making a presentation.

The County Chief Administrative Office hosted several meetings regarding new initiatives for El Dorado County. I attended meetings regarding Fire District Sustainability, Housing, and Vegetation Management. County Planning staff and I discussed how community members influence the County's land use decisions, Cameron Park Design Review Committee functions, and a new initiative for creating design standards for residential and commercial properties in Cameron Park.

Two long term projects continue progressing. The State Division of Dam Safety accepted the Cameron Park Lake Dam inundation map and West Consulting started the next step for developing an Emergency Action Plan. For the Community Center Construction Warranty project, District's legal counsel is working with staff and contractors to replace unsafe and broken tiles at the pool before the beginning of swim season, and additional building inspections will occur at the Community Center in March.



Agenda Transmittal

DATE: February 20, 2019

FROM: Vicky Neibauer, Finance and Human Resources Officer

AGENDA ITEM #5B: ADMINISTRATIVE REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

Human Resources

- Staff attended the NCS DIA (Northern California Special District Insurance Authority) Board Meeting on January 30, where the NCS DIA Board approved cancellation of our participation in NCS DIA effective July 1, 2019. This effectively cancelled our Workers Compensation Insurance services with the Authority.
- Staff is working with SDRMA (Small District Risk Management Association) Workers Compensation Insurance Program to initiate Workers Compensation Insurance services effective July 1, 2019.
- Staff is updating the Employee Handbook, Safety Manual, Front Desk Manual, and streamlining hiring processes using Paychex HR Essentials, an HR services function provided by Paychex, our payroll vendor. These services will allow us to develop management and employee manuals customized to our organization and specific policies in compliance with federal and state employment statutes.

Budget/Finance

- Received first installment of property taxes of \$2,160,884 which is tracking with FY 2018-19 budget revenue estimates.
- Automated revenue reporting for General Ledger posting directly out of RecTrac. This process was previously completed using a manual spreadsheet process.

- Staff installed credit card readers at the front desk shortening the time between credit card receipts and deposit from approximately 10 to 2 days.
- Staff continues to receive training from VTD to perform the General Ledger accounting functions that VTD currently completes (ie: reconciliations, journal vouchers, cash disbursements, etc.).
- Staff prepared and issued 1099's for our vendors.
- Staff prepared and issued W2's for our employees.
- Staff continues coordination of the FY 16-17 and 17-18 audit and post-retirement benefits obligations (OPEB) actuarial report scheduled for early 2019.
- Timeline is developed for FY 19-20 Budget preparation (Attachment 5BBB).
- Financial projects for the coming month include the following:
 - Continued FY 19-20 budget work;
 - Continued audit work.

Attachments:

5BB - Check Register for the Month of January

5BBB - Budget Timeline FY 2019/20

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/2/2019	Merch Fees	694.17	Umpqua Bank	CC Merchant Fees - Elevon to Umpqua 01-02-19
	Total Merch Fees	694.17		
1/3/2019	29586	717.95	Angius & Terry LLP	Legal Srvc, CC&R 11/06, 28, 29, 30
	Total 29586	717.95		
1/3/2019	29587	59.91	Arnolds for Awards, Inc.	Missing invoices 6/26-12/26/18
	Total 29587	59.91		
1/3/2019	29588	146.49	AT&T Calnet 3	FD Phones 11/24-12/23/18 BAN 9391035822
	Total 29588	146.49		
1/3/2019	29589	160.00	Jamie Bardwell	Res ff shifts 12/01,02,08,22
	Total 29589	160.00		
1/3/2019	29590	40.00	Joel Burns	Res ff shift 11/05/18
1/3/2019		120.00	Joel Burns	Res ff shifts 08/14, 19, 24
1/3/2019		80.00	Joel Burns	Res ff shifts 09/16,23
1/3/2019		80.00	Joel Burns	Res ff shifts 10/13, 15
	Total 29590	320.00		
1/3/2019	29591	95.00	Jamie Butler	youth 1/2 BB cancel for refund - Kade
	Total 29591	95.00		
1/3/2019	29592	382.87	C & H Motor Parts, Inc	FD Trk 289 auto parts
	Total 29592	382.87		
1/3/2019	29593	85.20	Carbon Copy, Inc.	CSD copies Dec. 2018
1/3/2019		13.37	Carbon Copy, Inc.	FD88 Copier Dec. 2018
1/3/2019		66.18	Carbon Copy, Inc.	FD89 Copier dec. 2018
	Total 29593	164.75		
1/3/2019	29594	50.00	CardConnect	Bolt CC Devices Lease Dec. 2018
	Total 29594	50.00		
1/3/2019	29595	113.15	Churchill's Hardware, Inc.	CSD December Supplies
	Total 29595	113.15		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/3/2019	29596	153.08	Comcast	FD89 Internet 12/11-01/10/19
	Total 29596	153.08		
1/3/2019	29597	106.00	Conforti Plumbing, Inc	CM Park Womans Restroom leak
1/3/2019		1,213.63	Conforti Plumbing, Inc	FD89 NEW water heater
	Total 29597	1,319.63		
1/3/2019	29598	91.97	De Lage Landen Financial Services, Inc.	FD88 Copier Lease 12/15/18-01/14/19
	Total 29598	91.97		
1/3/2019	29599	100.00	EDC Chamber of Commerce	Feb 11, 2019 Hwy 50 sign rental space
	Total 29599	100.00		
1/3/2019	29600	5,800.53	EDC Emergency Services Authority	FY 18/19 1st Qtr Dispatch July-Sept.
	Total 29600	5,800.53		
1/3/2019	29601	100.00	Tina Lynn Goins	E Newsletter Jan 2019
	Total 29601	100.00		
1/3/2019	29602	13.64	Gold Country Hardware	Lake supplies per FD review
	Total 29602	13.64		
1/3/2019	29603	188.29	Michael Grassle	Cell Allowance Jan. 2019 & Mileage Reimb Dec. 2018
	Total 29603	188.29		
1/3/2019	29604	60.00	Bettina S. Helm	Cell Allowance January 2019
	Total 29604	60.00		
1/3/2019	29605	1,440.00	Vincent A. Hill	2019 Winter/Spring Act. Guide processing
	Total 29605	1,440.00		
1/3/2019	29606	2,018.59	Hunt & Sons	Fuel 12/14/18
1/3/2019		1,096.05	Hunt & Sons	Fuel 12/21/18
1/3/2019		960.79	Hunt & Sons	Fuel 12/28/18
	Total 29606	4,075.43		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/3/2019	29607	221.78	JS West Propane Gas	FD88 Propane 12/20/18
	Total 29607	221.78		
1/3/2019	29608	110.00	Thomas Mann	Cancelled 5/6 Girls BB - refund w/ fee - Tolisi
	Total 29608	110.00		
1/3/2019	29609	650.00	Marquee Fire Protection	FD89 Sprinklers/hydrant yearly testing
	Total 29609	650.00		
1/3/2019	29610	600.00	Larry McBride	In Lieu - Med Bens January 2019
	Total 29610	600.00		
1/3/2019	29611	120.00	Joshua Morton	Res ff shifts 11/02,09,30
1/3/2019		120.00	Joshua Morton	Res ff shifts 12/14,20,29
	Total 29611	240.00		
1/3/2019	29612	115.00	Louis Motto	Reissued check for refund never rec'd in mail (x2)
	Total 29612	115.00		
1/3/2019	29613	1,557.11	PG&E	Elec 11/27-12/25/18 FD & Car Ln.
	Total 29613	1,557.11		
1/3/2019	29614	160.00	Blake Rayback	Res ff shifts 12/05,12,13,21
	Total 29614	160.00		
1/3/2019	29615	8.40	Riebes Auto Parts	FD auto supply
	Total 29615	8.40		
1/3/2019	29616	100.00	Jill Ritzman	Cell Allowance January 2019
	Total 29616	100.00		
1/3/2019	29617	160.00	Karissa Schroeder	Res ff shifts 12/06,14,20,28
	Total 29617	160.00		
1/3/2019	29618	60.00	Craig Shuler	Cell Allowance January 2019
	Total 29618	60.00		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/3/2019	29619	90.00	Sierra Security & Fire	4th Qtr Security/Alarm - FD89
1/3/2019		99.00	Sierra Security & Fire	4th Qtr Security/Alarm - Lake
1/3/2019		150.00	Sierra Security & Fire	4th Qtr Security/Alarms - CC
1/3/2019		90.00	Sierra Security & Fire	4th Qtr Security/Alarms - FD 88
	Total 29619	429.00		
1/3/2019	29620	8,518.23	U.S. Bank	CC Statement 11/24-12/24/18
	Total 29620	8,518.23		
1/3/2019	29621	5.06	Verizon Business	FD phone carrier Nov 2018 BAN Y2620198
	Total 29621	5.06		
1/3/2019	29622	35.07	Verizon Wireless	FD Wireless 11/16-12/15/18 970402560-00002
	Total 29622	35.07		
1/3/2019	29623	276.07	Verizon Wireless	FD Wireless 11/16-12/15/18 970402560-00004
	Total 29623	276.07		
1/3/2019	29624	99.36	Wex Bank	FD OOA Fuel 11/30 & 12/06/18
	Total 29624	99.36		
1/4/2019	29501	(115.00)	Louis Motto	Reissued check for missing dep refund chk# 28253 5/31/18
	Total 29501	(115.00)		
1/9/2019	Merch Fees	34.70	Umpqua Bank	CC Merch Fees - Vantiv - Dec 2018
	Total Merch Fees	34.70		
1/10/2019	29625	561.10	Airespring Inc.	Internet Broadbands CSD/Lake December 2018
	Total 29625	561.10		
1/10/2019	29626	321.81	All Star Rents	Lift rental - removal CM Park xmas lights

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29626	321.81		
1/10/2019	29627	300.60	Stephen Beck	Inst. Futsal Dec 3 day clinic
	Total 29627	300.60		
1/10/2019	29628	81.17	C & H Motor Parts, Inc	FD auto led light 12/19/18
	Total 29628	81.17		
1/10/2019	29629	1,086.12	C & H Motor Parts, Inc	FD89 Fuel Pumps & Returns
	Total 29629	1,086.12		
1/10/2019	29630	161.51	Cintas Corporation #622	Janitorial Supp CC- w/ credit
	Total 29630	161.51		
1/10/2019	29631	5,900.00	Comcate Software, Inc.	CC&R NEW Software & Implementation
	Total 29631	5,900.00		
1/10/2019	29632	176.96	De Lage Landen Financial Services, Inc.	FD89 Copier lease Jan 2019
	Total 29632	176.96		
1/10/2019	29633	32.00	Department of Justice	pre-emp fingerprt - fire (weed abate)
	Total 29633	32.00		
1/10/2019	29634	1,274.09	DSA Technologies, Inc	FD Cisco Switch replacement
	Total 29634	1,274.09		
1/10/2019	29635	295.00	El Dorado County Environmental Mgmt.	CSD - Env Mgmt Fees 2109/2112 - FA0000024
	Total 29635	295.00		
1/10/2019	29636	295.00	El Dorado County Environmental Mgmt.	CSD Pool - Env Mgmt Fees 2109/2112 - FA0005796
	Total 29636	295.00		
1/10/2019	29637	59.00	Olivia Foster	Art class - Tima - cancelled/refund
	Total 29637	59.00		
1/10/2019	29638	2,498.13	FYI Telecommunications, Inc.	Replacements on AV system CC

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29638	2,498.13		
1/10/2019	29639	37.97	Gold Country Equipment Center	Machine oil - Parks equip.
	Total 29639	37.97		
1/10/2019	29640	905.09	Home Depot Credit Services	Statement for 11/28-12/27/18
	Total 29640	905.09		
1/10/2019	29641	110.00	Gina Huettl	Girls BB Gr3/4 cancel-refund
	Total 29641	110.00		
1/10/2019	29642	150.00	Jon Lyons	FD trucks E88 & E388 inspection
	Total 29642	150.00		
1/10/2019	29643	697.05	JS West Propane Gas	Propane delv 12/24 CC
	Total 29643	697.05		
1/10/2019	29644	1,513.36	JS West Propane Gas	Propane fill - Gym/Classrooms/Pool 12/24/18
	Total 29644	1,513.36		
1/10/2019	29645	110.00	Debbie Kramer	Boys BB Gr 7/8 - Cancel-refund
	Total 29645	110.00		
1/10/2019	29646	220.00	Jaime Layton	Boys BB Grds 3/4 & 5/6 cancel - refund
	Total 29646	220.00		
1/10/2019	29647	239.00	Mountain Democrat	Pre-arranged end of yr advts.
	Total 29647	239.00		
1/10/2019	29648	2,310.00	Steven Jeffrey O'Connell	FD89 PALS/ACLS recerts x7
	Total 29648	2,310.00		
1/10/2019	29649	11,442.45	PG&E	Elec. 11/27-12/27/18
	Total 29649	11,442.45		
1/10/2019	29650	934.46	PG&E	Elec. 11/27-12/25/18

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29650	934.46		
1/10/2019	29651	133.07	Public Employee's Union Local 1	Union Dues for payroll 01/11/19
	Total 29651	133.07		
1/10/2019	29652	300.00	Eli W. Ransdell	JAC class reimbursement 11/26-11/30/18
	Total 29652	300.00		
1/10/2019	29653	112.70	Riebes Auto Parts	Vehicle supplies- Lake
	Total 29653	112.70		
1/10/2019	29654	334.18	Sierra Office Systems and Products	FD89 Office Supplies
	Total 29654	334.18		
1/10/2019	29655	500.00	Uptown Studios, Inc	Domain Host yrly - cameronpark.org 2019
1/10/2019		350.00	Uptown Studios, Inc	Web Maint. Dec. 2018
	Total 29655	850.00		
1/10/2019	29656	6,499.69	Vermont Systems, Inc	RecTrac upgrade 3.1 - Seth implementation 12/10-12/14/18
	Total 29656	6,499.69		
1/10/2019	29657	159.97	Wayne's Locksmith	Pool Door re-key
	Total 29657	159.97		
1/11/2019	1001238084	200.00	CalPERS 457 Plan	PP01 end 01/05/19 CalPERS 457
	Total 1001238084	200.00		
1/11/2019	1001238103	1,030.55	California Public Employee's Retirement ...	PP01 end 01/05/19 CalPERS Retirement Classic
	Total 1001238103	1,030.55		
1/11/2019	1001238105	2,353.57	California Public Employee's Retirement ...	PP01 end 01/05/19 CalPERS Retirement Pepra
	Total 1001238105	2,353.57		
1/11/2019	19326562	647.79	Paychex	Paychex Fees HR Jan. 2019 / Install #1

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/11/2019		150.00	Paychex	Paychex Fees HR Jan. 2019 & Stratustime Dec. 2018
	Total 19326562	797.79		
1/11/2019	2019010801	230.00	Paychex	Paychex Payroll Fees for 01-11-19
1/11/2019		750.00	Paychex	Paychex W2's 2018
	Total 2019010801	980.00		
1/11/2019	Payroll 01-11-19	26,122.46		Payroll 01-11-19
	Total Payroll 01-1...	26,122.46		
1/15/2019	1001242058	19,002.77	California Public Employee's Retirement ...	February 2019 CalPERS Health Payment
	Total 1001242058	19,002.77		
1/17/2019	29658	687.00	Abila	January 2019 Acct. software mthly
	Total 29658	687.00		
1/17/2019	29659	260.95	Airgas National Carbonation	CYI Rental for CO2 - Lake
	Total 29659	260.95		
1/17/2019	29660	59.08	Alhambra	Water svc 01/02, 14
	Total 29660	59.08		
1/17/2019	29661	20.77	AT&T Calnet 3	FD Phones 12/10/18-01/09/19 BAN9391035819
	Total 29661	20.77		
1/17/2019	29662	20.73	AT&T Calnet 3	Rasm Pk Conc Phone 12/10/18-01/09/19
	Total 29662	20.73		
1/17/2019	29663	300.00	Felicity Wood Carlson	Dir. Comp Board & Comm mtgs Jan 2019
1/17/2019		100.00	Felicity Wood Carlson	Director Comp Board Mtg 12/19/18
	Total 29663	400.00		
1/17/2019	29664	163.08	Comcast	FD89 Internet 01/11-02/10/19

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29664	163.08		
1/17/2019	29665	35.00	CSDA Gold Country Chapter	District Finances Workshop (7 ea)
	Total 29665	35.00		
1/17/2019	29666	968.80	Delta Dental of California	Dental Benefits February 2019
	Total 29666	968.80		
1/17/2019	29667	140.00	DSA Technologies, Inc	2 Port configure front desk for CC devices 11/07/18
1/17/2019		6,994.22	DSA Technologies, Inc	Datto Cloud Soft & Hardware 1yr
1/17/2019		1,365.00	DSA Technologies, Inc	FD New switch configure & install 01/10/19
	Total 29667	8,499.22		
1/17/2019	29668	848.81	Flying Ace T-Shirts, Inc.	BB program jerseys
	Total 29668	848.81		
1/17/2019	29669	300.00	Foothills Dance	Full Hall rental 12/14 - deposit refund
	Total 29669	300.00		
1/17/2019	29670	528.00	Robert A. Godwin	BB officials 11 games x2
	Total 29670	528.00		
1/17/2019	29671	25.00	Tina Lynn Goins	January Community Announcement
	Total 29671	25.00		
1/17/2019	29672	18.00	Teresa Haverty	Inst. art, red cardinal
	Total 29672	18.00		
1/17/2019	29673	128.49	HealthSmart Benefit Solutions, Inc.	Vision Benefits - February 2019
	Total 29673	128.49		
1/17/2019	29674	160.00	Donovan Hickman	Res FF Shifts 01/08,09,14,15
	Total 29674	160.00		
1/17/2019	29675	508.20	Hillyard, Inc.	Lake/Parks Janitorial Supplies 01/04

Cameron Park Community Services District
Check/Voucher Register - Check Register
From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29675	508.20		
1/17/2019	29676	891.92	Hunt & Sons	Fuel 01/04/19
1/17/2019		<u>1,163.25</u>	Hunt & Sons	Fuel 01/11/19
	Total 29676	2,055.17		
1/17/2019	29677	<u>76.39</u>	Wisconsin Quick Lube, Inc.	FD Ford F150 oil change
	Total 29677	76.39		
1/17/2019	29678	1,010.00	Joshua C. Marks	Janitorial Srvcs 12/02, 09 & 01/07,14
	Total 29678	1,010.00		
1/17/2019	29679	200.00	Margaret Mohr	Dir. Comp. Board & Comm. Mtgs Jan 2019
	Total 29679	200.00		
1/17/2019	29680	<u>79.81</u>	Vicky Neibauer	Mileage reimb - HR Training
	Total 29680	79.81		
1/17/2019	29681	1,000.00	On Air	Final Payment Concert 1/19/19
	Total 29681	1,000.00		
1/17/2019	29682	1,170.00	Prentice, Long & Epperson	Legal svcs, Mtgs & Calls 12/04-12/19
	Total 29682	1,170.00		
1/17/2019	29683	<u>120.00</u>	Justin Rivera	Res FF Shifts 12/07,08,17
	Total 29683	120.00		
1/17/2019	29684	200.00	Mason A. Sanchez	Res FF Shifts 12/11,18,19,25,31
	Total 29684	200.00		
1/17/2019	29685	300.00	Monique Scobey	Dir. Comp Board & Comm. Mtgs Jan 2019
	Total 29685	300.00		
1/17/2019	29686	<u>51.05</u>	Sign Banner Print Express	Posters/Flyers January Events
	Total 29686	51.05		
1/17/2019	29687	<u>85.00</u>	George W. Staton	Feb Event sign @ Cambridge

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29687	85.00		
1/17/2019	29688	204.00	Tommy Tennies	Kitchen cooler repair - Aug 2018
	Total 29688	204.00		
1/17/2019	29689	880.01	TPX Communications	CC Phones Jan 2019
	Total 29689	880.01		
1/17/2019	29690	5.05	Verizon Business	FD carrier access phones Dec. 2018
	Total 29690	5.05		
1/17/2019	29691	5.05	Verizon Business	FD carrier access phones Dec. 2018
	Total 29691	5.05		
1/17/2019	29692	5.05	Verizon Business	FD carrier access phones Dec. 2018
	Total 29692	5.05		
1/17/2019	29693	6.51	Verizon Wireless	FD Wireless phones 12/10-01/09/19
	Total 29693	6.51		
1/17/2019	29694	200.00	Ellamae J. Wooten	Dir. Comp Board & Comm mtgs Jan 2019
	Total 29694	200.00		
1/22/2019	97070031395 1-2...	104,190.00		Loan Payment 1-22-19 Umpqua 08/01/18-02/01/19
	Total 970700313...	104,190.00		
1/23/2019	Bank Maint Fee	273.01	Umpqua Bank	Bank Maintenance Fee for 12/18
	Total Bank Maint ...	273.01		
1/24/2019	29695	45.00	ADM Screening	Coach YBB testing
	Total 29695	45.00		
1/24/2019	29696	14.96	Arnolds for Awards, Inc.	Board name plate FWC
	Total 29696	14.96		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/24/2019	29697	582.40	Capital Private Patrol	Patrol/Security CC Feb 2019
1/24/2019		880.53	Capital Private Patrol	Patrol/Security Parks Feb 2019 & Holidays Jan 2019
	Total 29697	1,462.93		
1/24/2019	29698	72.01	Carbon Copy, Inc.	Copies Jan 2019
1/24/2019		7.46	Carbon Copy, Inc.	FD88 Copier Jan 2019
1/24/2019		34.70	Carbon Copy, Inc.	FD89 Copier Jan 2019
	Total 29698	114.17		
1/24/2019	29699	100.00	Felicity Wood Carlson	Dir Comp Fire Mtg 01/23
	Total 29699	100.00		
1/24/2019	29700	223.28	Cintas Corporation #622	CC Janitorial Supplies 01/17
	Total 29700	223.28		
1/24/2019	29701	44.99	Comcast	FD88 Internet
	Total 29701	44.99		
1/24/2019	29702	165.00	CoreLogic Solutions LLC	CC&R mthly mapping software
	Total 29702	165.00		
1/24/2019	29703	5.00	CSDA Gold Country Chapter	District Finances Workshop (1 add on)
	Total 29703	5.00		
1/24/2019	29704	1,649.00	DSA Technologies, Inc	MSA, IT Maint - February 2019
	Total 29704	1,649.00		
1/24/2019	29705	83.75	El Dorado Irrigation District	Water 11/14/18-01/16/19 Cam Valley
	Total 29705	83.75		
1/24/2019	29706	218.12	El Dorado Irrigation District	Water 11/14/18-01/16/19 EP Veld
	Total 29706	218.12		
1/24/2019	29707	100.90	El Dorado Irrigation District	Water 11/14/18-01/16/19 Eastwood
	Total 29707	100.90		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/24/2019	29708	136.34	El Dorado Irrigation District	Water 11/14/18-01/16/19 Northview
	Total 29708	136.34		
1/24/2019	29709	66.70	El Dorado Irrigation District	Water 11/14/18-01/16/19 Eastwood
	Total 29709	66.70		
1/24/2019	29710	12.30	Flying Ace T-Shirts, Inc.	YBB jersey add on
	Total 29710	12.30		
1/24/2019	29711	1,140.41	Foothill Auto Service, Inc.	2000 Dodge Clutch work
	Total 29711	1,140.41		
1/24/2019	29712	528.00	Robert A. Godwin	BB officials 1/19/19 11 games x2
	Total 29712	528.00		
1/24/2019	29713	300.00	Cheryl Hayes-Bartlett	West Half Hall rental 01/13 - Deposit refund
	Total 29713	300.00		
1/24/2019	29714	2,002.32	JS West Propane Gas	Propane fill - Gym/Classrooms/Pool 01/10/19
	Total 29714	2,002.32		
1/24/2019	29715	300.00	Holly Morrison	Dir Comp Mtgs 01/07,08,23
	Total 29715	300.00		
1/24/2019	29716	40.00	Paulette Mulligan	Bookbinding class cancelled - refund
	Total 29716	40.00		
1/24/2019	29717	2,145.00	Steven Jeffrey O'Connell	FD89 Pals/ACLS recerts 7
	Total 29717	2,145.00		
1/24/2019	29718	9.86	PG&E	Elec Baron Ct. 12/18/18-01/16/19
	Total 29718	9.86		
1/24/2019	29719	116.26	PG&E	Elec 8 lamps 12/15/18-01/15/19

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29719	116.26		
1/24/2019	29720	159.86	PG&E	Elec 11 lamps 12/15/18-01/15/19
	Total 29720	159.86		
1/24/2019	29721	300.00	Ponderosa High School Bruin Hoops	Gym Rental 12/06 - Deposit refund
	Total 29721	300.00		
1/24/2019	29722	135.13	Public Employee's Union Local 1	Union Dues 01-25-19
	Total 29722	135.13		
1/24/2019	29723	281.30	Purchase Power	Postage & Postage Machine Feb-Apr 2019
	Total 29723	281.30		
1/24/2019	29724	40.73	Riebes Auto Parts	CC&R auto part
	Total 29724	40.73		
1/24/2019	29725	8.57	Riebes Auto Parts	Gas cap Parks truck
	Total 29725	8.57		
1/24/2019	29726	100.00	SDRMA	Add Ins Certs
	Total 29726	100.00		
1/24/2019	29727	725.00	Sierra Striping, Inc.	CC Parking lot striping
	Total 29727	725.00		
1/24/2019	29728	262.76	Sign Banner Print Express	Special event/concert banners/sign revs
	Total 29728	262.76		
1/24/2019	29729	300.00	Snowline Hospice	Full Hall Rental 01/17 - Deposit refund
	Total 29729	300.00		
1/24/2019	29730	376.88	Verizon Wireless	Wireless Phones CC, Rec & Parks 12/11/18-01/10/19
	Total 29730	376.88		
1/24/2019	29731	141.32	Verizon Wireless	Wireless Ipads/Hotspots 12/11/18-01/10/19

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29731	141.32		
1/25/2019	1001246634	200.00	CalPERS 457 Plan	PP02 CalPERS 457 Plan 1-25-19
	Total 1001246634	200.00		
1/25/2019	1001246636	2,518.84	California Public Employee's Retirement ...	PP02 CalPERS Retirement - Pepra 1-25-19
	Total 1001246636	2,518.84		
1/25/2019	1001246638	1,030.29	California Public Employee's Retirement ...	PP02 CalPERS Retirement - Classic 1-25-19
	Total 1001246638	1,030.29		
1/25/2019	2019012301	213.10	Paychex	Paychex Payroll Fees for 01/25/19
	Total 2019012301	213.10		
1/25/2019	Payroll 01-25-19	31,922.99		Payroll 01-25-19
	Total Payroll 01-2...	31,922.99		
1/31/2019	29732	343.92	AT&T Calnet 3	Phones 12/24/18-1/23/19 BAN 9391035823
	Total 29732	343.92		
1/31/2019	29733	144.00	Judy Bujold	Inst. Get Organized 01/01-02/10/19
	Total 29733	144.00		
1/31/2019	29734	318.00	California Overhead Door, Inc.	CPFD Garage door repairs
	Total 29734	318.00		
1/31/2019	29735	50.00	CardConnect	Bolt CC Devices, Lease Jan 2019
	Total 29735	50.00		
1/31/2019	29736	168.00	Myung Chong	Inst. Mod Zumba 01/01-01/31/19 New Rec Trac
1/31/2019		180.00	Myung Chong	Inst. Mod Zumba 01/01-01/31/19 Old Ret Trac
	Total 29736	348.00		
1/31/2019	29737	75.00	Jose Cortes	Cortes, Parks Boot Reimb.

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
	Total 29737	75.00		
1/31/2019	29738	87.97	De Lage Landen Financial Services, Inc.	FD88 Copier Lease 01/15-02/14/19
	Total 29738	87.97		
1/31/2019	29739	649.33	Ewing Irrigation Products, Inc.	Pre-Emergent Weed Abatement
	Total 29739	649.33		
1/31/2019	29740	528.00	Robert A. Godwin	1/26/19 11 games/2 officials YBB
	Total 29740	528.00		
1/31/2019	29741	28.26	Bettina S. Helm	Bingo & Movie night supplies - reimb
1/31/2019		20.00	Bettina S. Helm	Bingo gift cards - reimb
	Total 29741	48.26		
1/31/2019	29742	75.00	Highlander Termite & Pest Control	CC Pest Control 1/23/19
	Total 29742	75.00		
1/31/2019	29743	75.00	Highlander Termite & Pest Control	CC Pest Control 1/23/19
	Total 29743	75.00		
1/31/2019	29744	26.14	Hillyard, Inc.	Parks Restroom Supplies
	Total 29744	26.14		
1/31/2019	29745	1,207.48	Hunt & Sons	Fuel 01/18/19
	Total 29745	1,207.48		
1/31/2019	29746	105.00	Roy M. Imai	Inst. Tai Chi 01/01-01/30/19
	Total 29746	105.00		
1/31/2019	29747	37.01	Alyssa Kimball	Recreation errands - Mileage Reimb Jan. 2019
	Total 29747	37.01		
1/31/2019	29748	39.60	Richard A. Kowaleski	Inst. Dance 01/01-01/31/19 New Rec Trac
1/31/2019		110.40	Richard A. Kowaleski	Inst. Dance 01/01-01/31/19 Old Rec Trac
	Total 29748	150.00		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/31/2019	29749	493.62	LightBulbsPlusInc.	D. West Park lightbulbs
	Total 29749	493.62		
1/31/2019	29750	800.00	Joshua C. Marks	Janitorial Srvcs CC, Gym 01/21,28 & Parks 12/16,23,30
	Total 29750	800.00		
1/31/2019	29751	51.04	Vicky Nelbauer	NCSDIA Board Mtg - Mileage Reimb.
	Total 29751	51.04		
1/31/2019	29752	45.51	Jennifer O'Neill	Xmas Decor, office, seniors & bingo - Reimb
	Total 29752	45.51		
1/31/2019	29753	1,516.77	PG&E	Elec. 12/26/18-01/24/19
	Total 29753	1,516.77		
1/31/2019	29754	3,569.77	PG&E	Elec. 12/19/18-01/17/19
	Total 29754	3,569.77		
1/31/2019	29755	78.00	Erica Ramos	Inst. MV Yoga 01/01-01/31/19 New Rec Trac
1/31/2019		30.00	Erica Ramos	Inst. MV Yoga 01/01-01/31/19 Old Rec Trac
	Total 29755	108.00		
1/31/2019	29756	44.92	Riebes Auto Parts	Equip parts/Maint Parks
	Total 29756	44.92		
1/31/2019	29757	150.14	Riebes Auto Parts	Small tools - Parks
	Total 29757	150.14		
1/31/2019	29758	19.85	Jill Ritzman	CSDA workshop, beverages reimb
	Total 29758	19.85		
1/31/2019	29759	21.34	Laura Sanders-Ito	Bank Deposits - Mileage Reimb. Jan 2019
	Total 29759	21.34		

Cameron Park Community Services District
 Check/Voucher Register - Check Register
 From 1/1/2019 Through 1/31/2019

Check Date	Check Number	Check Amount	Vendor Name	Description
1/31/2019	29760	15.02	Sign Banner Print Express	Theater trip flyers
	Total 29760	15.02		
1/31/2019	29761	10.71	Ramon Soto	AV adaptor - reimb
	Total 29761	10.71		
1/31/2019	29762	296.99	Blain Stumpf Trucking	Decomp Granite - Lake
	Total 29762	296.99		
1/31/2019	29763	6,178.81	U.S. Bank	Cal Cards 12/25/18-01/21/19
	Total 29763	6,178.81		
1/31/2019	29764	305.27	Verizon Wireless	FD Wireless 12/16/18-01/15/19
	Total 29764	305.27		
1/31/2019	29765	35.07	Verizon Wireless	FD Wireless 12/16/18-01/15/19
	Total 29765	35.07		
1/31/2019	29766	276.07	Verizon Wireless	FD Wireless 12/16/18-01/15/19
	Total 29766	276.07		
1/31/2019	29767	171.55	Walker's Office Supplies, Inc.	Copier Paper x5
	Total 29767	171.55		
Report Total		313,967.11		

BUDGET TIMELINE - FY 2019/20

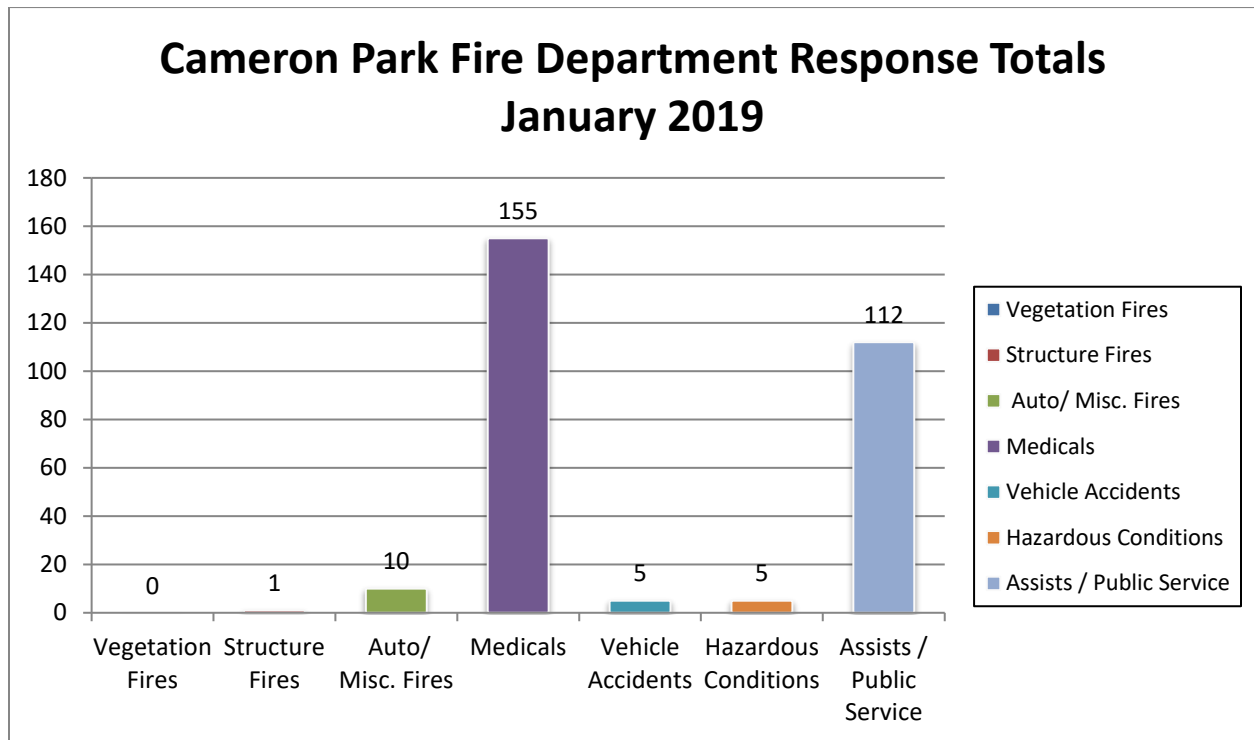
May 3, 2019	Agenda posting - FY 2019-20 Draft Preliminary Budget Report
May 7, 2019	1st review of Draft Preliminary budget Report - Budget & Administration
May 31, 2019	Agenda posting - FY 2019-20 Revised Draft Preliminary Budget Report
June 4, 2019	2nd review of Revised Draft Preliminary budget Report - Budget & Administration
June 14, 2019	Agenda posting - FY 2019-20 finalized Preliminary Budget Report
June 19, 2019	Public Hearing to Adopt finalized Preliminary Budget (<u>Deadline June 30</u>)
July, 2019	Prepare FY 2019-20 Final Budget Report
August 14, 2019	Agenda posting - FY 2019-20 Final Budget Report
August 23, 2019	Public Hearing to Adopt Final Budget (<u>Deadline September 1</u>)



CAMERON PARK FIRE DEPARTMENT STAFF REPORT

To: Board of Directors
From: Jed Gaines, Battalion Chief
Regarding Item #5C: Fire Department Report for the February 20, 2019 - Board Meeting
Recommended Action: Receive and File

Incidents for the Month of January 2019

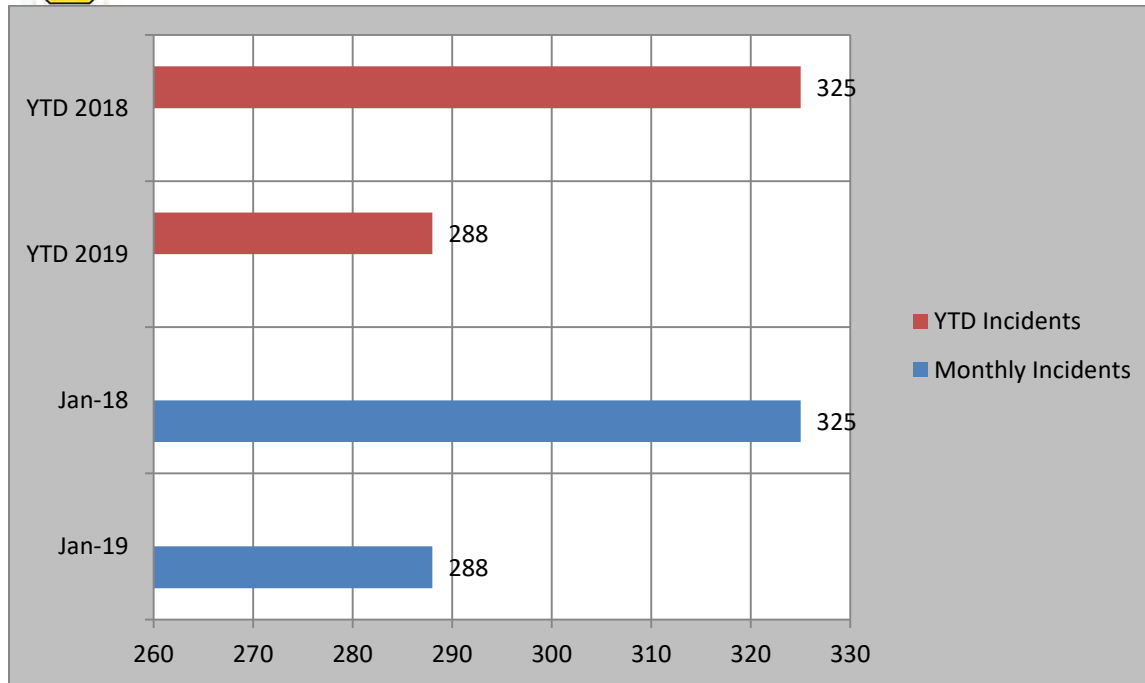


Incidents have decreased by 13% for the month of January compared to January of 2018.

Total incidents have decreased by 13% for the calendar year of 2019 compared to 2018.



CAMERON PARK FIRE DEPARTMENT STAFF REPORT



FIRE DEPARTMENT OPERATIONS AND ADMINISTRATION

Significant Incidents

Traffic Collision vehicle vs a pedestrian with fatality Topaz and Heights Drive, B2715, B2705, E89 and M89 responded

Vehicle Roll over on Meder Road near Cameron Park Drive, B2715, E89, E88, and M89 responded

Structure Fire Sleepy Creek Lane E89, E88, and M89 responded.

Personnel and Training

All personnel within the Cameron Park Fire Department completed there week long annual training which includes EMS and CPR refresher, Self-Contained Breathing Apparatus (SCBA), Command and Control, and Active Shooter training.

FIRE PREVENTIONWEED ABATEMENT SUMMARY

Continued to edit the El Dorado County vacant lot list, as well as the improved lot list.

Updated and revised 2019 Weed Abatement reminder letters.

Printed and prepared 369 letters for mailing. Letters will be mailed on February 14, 2019.



CAMERON PARK FIRE DEPARTMENT STAFF REPORT

Inspected and verified specific vacant lots that were questionable from the county list.

Prepared documentation for El Dorado County VMP meeting.

Interviewed prospective employees for the improved lot process.

Began designing postcard mailer for improved properties.

Designed business cards.

We have hired a new employee, Jess Garrison and will be hiring 2 additional part-time employees to focus on weed abatement activities on unimproved and improved lots.



Agenda Transmittal

DATE: February 20, 2019

FROM: Tina Helm, Recreation Supervisor

AGENDA ITEM #5D: Recreation Department Report

RECOMMENDED ACTION: RECEIVE AND FILE

- Staff is continuing to work with Seth Warren from Rec Trac (Vermont Systems) on the transition of the upgraded registration system. The system is live and accessible to the public. Training on some of the applications still needs to occur.
- The January 19th concert featured the band "On Air". "On Air", Sacramento's premier classic rock horn band, has been entertaining audiences throughout Northern California for nearly 30 years. They have been nominated and won the A-List as Sacramento's #1 Premier Classic Rock Band for the last 2 years. Approximately 110 people attended the event and had a great time. (see activity report – Attachment A)
- Staff continues to meet with the Senior Leadership Council. At the meeting in January, items discussed included: Celebrating Older American's Day in May, Sing & Dance Party in the fall, and guest speakers.
- Staff attended the USA Softball Meeting in Folsom. Rule Books, scorebooks and other USA Softball related material were distributed at this meeting.
- Staff attended the Lunch n' Learn Series in Rancho Cordova. Topics included job posting, advertising successes, budget impact challenges for increased minimum wage, interview techniques to increase productivity and draw out candidates' strengths, and staff retention ideas and strategies.
- A Design Challenge and Request for Proposal has been issued for the Summer Activity Guide Edition, to provide a new look.

- Youth Basketball program is mid-way. There are 24 teams with approximately 250 children participating. Pictures are scheduled for Saturday, February 9th.
- Upcoming events include: It's A Wedding Affair on February 24th, Community Clean-up Day and Yard Sale on April 6th, Community Services Showcase on April 10th, and the Annual Easter Egg Hunt on April 20th.

Attachment A: "On Air" Concert Activity Report

Cameron Park Community Services District

**ACTIVITY REPORT
"ON AIR" CONCERT**

EVENT: "On Air" Concert **DATE:** Saturday, January 19, 2019
LOCATION: Cameron Park Community Center **TIME:** 6:00pm – 9:30pm
ESTIMATED ATTENDANCE: approx. 110
SUBMITTED BY: Tina Helm - Recreation Supervisor

◇ REVENUES: \$ 1,981.00

- Adv. Ticket Sales (\$18 ea, 2 for \$34) - 72 \$1,227.00
- Flash Sale - \$15 each \$ 135.00
- Online Ticket Sales - 11 \$ 192.00
- Day of Ticket Sales (Door) (\$20 ea) - 24 \$ 340.00
- Food Sales: snack plates(\$3), soda/water(\$1) \$ 87.00

◇ EXPENDITURES: \$1,912.65

- Contract:
- Entertainment – \$1,200.00
- Marketing:
- Tickets \$ 51.48
 - Banner/signs \$ 332.47
 - Flyers/posters (designed/printed) \$ 83.34
 - Facebook boost/post \$ 20.00
- Supplies
- Food \$ 40.86
- Staff:
- Recreation/Part-Time \$ 184.50

◇ REVENUE: \$ 68.35

VOLUNTEERS:

1 volunteer at the door = 2 hours
 Cameron Park Community Foundation – Drink/Snack sales
 2 volunteers = 3.5 hours each = 7 hours

PROGRAM DESCRIPTION:

The Cameron Park Community Services District Concert Series is a series put on by the District for community members to attend local shows hosted by the CSD for an inexpensive cost. For this show – “On Air, Classic Rock Power Horns” performed. “On Air”, Sacramento’s premier classic rock horn band, has been entertaining audiences throughout Northern California for nearly 30 years. This band played at the CSD in 2016 – since then they have been nominated and won the A-List as Sacramento’s #1 Premier Classic Rock Band for the last 2 years.

SUPPLIES AND RESOURCES:

PSAs, flyers and posters were sent to the Mountain Democrat, Around Here Magazine, Cameron Park Life, Windfall, and The Clipper. Flyers were put up at local businesses. There were announcement boosts added to the CSD Facebook page and Twitter account, and a flash sale was pushed out through the CSD email newsletter. The event was posted on the local Chamber of Commerce event calendars. Banners were placed in the community.

EVALUATION:

The concert ran smoothly and went over very well with those in attendance. The performers were very easy and pleasant to work with and handled all set-up and takedown of band and sound equipment. The band played a good selection of music that was enjoyed by the crowd. The group was high energy and very entertaining for the whole show. The turnout for this concert was good.

The set up for the event was: two aisles with rows of chairs, and towards the back of the hall on the left side were 3 round tables and chairs for people to sit with beverages/food. There was space behind the chairs on the right for a dance area.

Tickets were sold throughout the community at the Cameron Park CSD Office, Bel-Air, the Shingle Springs Cameron Park Chamber office, and online at www.showclix.com. Customers who purchased tickets commented on seeing the information in the Cameron Park Life, The Clipper, Windfall, Mountain Democrat, banners, Activity guide, and the CSD email Newsletter.

Attachment 5DD

During the show, snack plates with assorted cheese, crackers, fruit, and cookies were sold for \$3 each, and candy/sodas were also sold for \$1. The Cameron Park Community Foundation sold wine and beer at the event.

Suggestions for next year:

- Continue to look for acts that fit in with the dynamics of the local community.



Cameron Park Concert Series presents



Saturday, January 19, 2019 at the
Cameron Park Community Center; 2502 Country Club Dr.



Sacramento's premier classic rock horn band was judged the 2018 winner in the Best Local Band category of the Sacramento A-List. They perform the best of '70s and '80s. On Air is family-friendly and a true crowd pleaser.



Advance tickets are \$18 each, 2 for \$34. Or buy tickets at the door for \$20 each. Doors open at 6pm, music starts at 7pm. Snack & Beverages will be sold! Tickets are available at CSD Office, Cameron Park Bel Air, Shingle Springs/Cameron Park Chamber of Commerce and online at www.showclix.com. For more information call (530) 677-2231.

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: February 20, 2019

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #5E: Parks & Facilities Department Report

RECOMMENDED ACTION: RECEIVE AND FILE

General Information

Staff worked hard putting together a detailed plan to address weed abatement on the District's open space lots. With the help of El Dorado Weed Control and Cal Fire (Growlersburg), the district has a detailed plan in place for 2019. Staff spent a lot of time cleaning up after the storms we had in early and mid-January. The District experienced washed out pathways, clogged drains, and down trees.

Cameron Park Lake

- Staff replaced the interior lights at both of the restrooms with integrated LED lights.
- Staff applied pre and post emergent herbicides to help control vegetation throughout the park.
- The Lagoon has been drained and is being prepped for the upcoming swimming season.
- District employee Jose Cortes, along with other District staff, repaired the concrete wall along the bridge. The slate rock has been falling off of the wall for the past several months. Jose and staff installed new slate rock and reinforced the existing rocks.
- Staff removed a large oak tree that fell during the most recent storm.
- Crusader Fence repaired damaged fending at the Pickleball courts. The fence is under warranty.
- *Cameron Park Lake will be closed to the public on Wednesday, February 20th. Urgent tree work will be taking place at the entrance to the park.*

Parks, Fields, and LLADs

- The District's parks and LLADs are busy as usual. Staff is currently applying pre and post emergent to the landscaped areas in order to try and eliminate unwanted vegetation.
- Staff removed down trees at Hacienda Park. Trees fell during the most recent set of storms.
- Mike Merritt, Greg Dalbeck, and District staff repaired the existing street lights at the Cambridge Oaks LLAD. Staff also converted the old lights to new LED lights.
- Staff installed a new weather based irrigation controller at Eastwood Park.

Community Center

- Ramon Soto accepted the full time maintenance worker position at the Community Center. Ramon was employed previously by the district as a part-time employee, and has broad background in facility repairs and janitorial services from the school district.
- The new pool grating has been ordered and is set to arrive in mid-March.
- National Aquatics Service repaired the damaged auto fill valve for the swimming pool.
- The District's monthly Board of Director's meetings are now streaming on YouTube! Staff will try to clean up the audio for future meetings.
- Sierra Striping painted 4 new parking stalls behind the Social Room. These stalls are designed for people with mobility impairments. They will still also be used as a loading zone.

Cal Fire

- The Parks Superintendent met with the Fire Marshal regarding Weed Abatement in 2019.
- Growlersburg removed a large cottonwood tree that fell on the west side of the Lake. The tree fell during the most recent storm.



Agenda Transmittal

DATE: February 20, 2019

FROM: Kate Magoolaghan, CC&R Compliance Officer

AGENDA ITEM # 5F: **CC&R COMPLIANCE DEPARTMENT REPORT**

RECOMMENDED ACTION: **RECEIVE AND FILE**

Operations

The new software build has reached major milestones and staff is currently on schedule to launch the software program (Comcate) by March 1.

Concurrent with the software build, staff has been reviewing the CC&R copies on file. Staff has been researching El Dorado County Recorder records and is gradually obtaining more legible copies and confirming that the copies on file at the District are not missing pages. Staff is also looking at enhancing the District website to make it easier for residents to find which CC&Rs apply to their property.

Staff presented to the CC&R Committee a procedure proposal for Temporary CC&R Violation Variance Due to Hardship in January. The procedure draft was reviewed by legal and re-submitted to the Committee with revisions. The revised procedure draft was approved by the CC&R Committee at the February meeting.

Architectural Review Committee

- Architectural Review Committee reviewed 17 Project Applications in January, all of which were approved.
- Staff is creating new decision notices for reviewed projects. The notices will be generated through the new software program (Comcate) and will provide more detail as to what has been approved. This will eliminate any question as to which aspects of the project have been approved or rejected.

CC&R Enforcement

Initial Notice	8
Final Notice	10
Pre-Legal Notices	1
Pending	3
Cleared	4



Agenda Transmittal

DATE: February 20, 2019

FROM: Niki Garrison, Administrative Assistant

AGENDA ITEM #6: REVISION TO THE 2019 BOARD AND COMMITTEE CALENDAR

RECOMMENDED ACTION: APPROVE

Monthly committee meetings are currently scheduled for consecutive one hour blocks (5:30pm & 6:30pm). These meetings have repeatedly run past the allotted time, resulting in board, staff, and community members waiting in the hall; pushing into the next meeting. To that end, it is suggested that the 2nd set of committee meetings currently scheduled at 6:30pm move to a 7:00pm start time. This will allow for completion of the 1st 5:30pm meeting, and resetting prior to the next meeting.

In addition, staff is proposing the addition of a 2nd Board of Directors Meeting in June on June 26th. In the past, budget items have collided with weed abatement hearings, causing meetings to run extremely long and late. The inclusion of another meeting will allow these important items to be broken up and addressed appropriately.

Staff is recommending approval of the attached Revised 2019 Calendar for Regular Board and Committee Meetings (Attachment A). If a regular meeting is changed from the dates cited in the attached calendar, staff will seek approval from the Board thirty days in advance.

Attachment A: Revised 2019 Calendar

Cameron Park Community Services District

Board and Committee Meeting Dates

2019

Month	Date of Meeting	Time of Meeting	Type of Meeting
January	7 th - Monday	5:30 p.m.	CC&R
	7 th – Monday	6:30 p.m.	Parks & Recreation
	8 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	8 th – Tuesday	6:30 p.m.	Budget & Administration
	16 th – Wednesday	6:30 p.m.	Board of Directors
February	4 th - Monday	5:30 p.m.	CC&R
	4 th – Monday	6:30 p.m.	Parks & Recreation
	5 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	5 th – Tuesday	6:30 p.m.	Budget & Administration
	20 th – Wednesday	6:30 p.m.	Board of Directors
March	4 th - Monday	5:30 p.m.	CC&R
	4 th – Monday	7:00 p.m.	Parks & Recreation
	5 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	5 th – Tuesday	7:00 p.m.	Budget & Administration
	20 th – Wednesday	6:30 p.m.	Board of Directors
April	1 st - Monday	5:30 p.m.	CC&R
	1 st – Monday	7:00 p.m.	Parks & Recreation
	2 nd – Tuesday	5:30 p.m.	Fire & Emergency Services
	2 nd – Tuesday	7:00 p.m.	Budget & Administration
	17 th – Wednesday	6:30 p.m.	Board of Directors
May	6 th - Monday	5:30 p.m.	CC&R
	6 th – Monday	7:00 p.m.	Parks & Recreation
	7 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	7 th – Tuesday	7:00 p.m.	Budget & Administration
	15 th – Wednesday	6:30 p.m.	Board of Directors
June	3 rd - Monday	5:30 p.m.	CC&R
	3 rd – Monday	7:00 p.m.	Parks & Recreation
	4 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	4 th – Tuesday	7:00 p.m.	Budget & Administration
	19 th – Wednesday	6:30 p.m.	Board of Directors
	26 th – Wednesday	6:30 p.m.	Board of Directors

Month	Date of Meeting	Time of Meeting	Type of Meeting
July	1 st - Monday	5:30 p.m.	CC&R
	1 st – Monday	7:00 p.m.	Parks & Recreation
	2 nd – Tuesday	5:30 p.m.	Fire & Emergency Services
	2 nd – Tuesday	7:00 p.m.	Budget & Administration
	17 th – Wednesday	6:30 p.m.	Board of Directors
August	5 th - Monday	5:30 p.m.	CC&R
	5 th – Monday	7:00 p.m.	Parks & Recreation
	6 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	6 th – Tuesday	7:00 p.m.	Budget & Administration
	21 st – Wednesday	6:30 p.m.	Board of Directors
September	9 th - Monday	5:30 p.m.	CC&R
	9 th – Monday	7:00 p.m.	Parks & Recreation
	3 rd – Tuesday	5:30 p.m.	Fire & Emergency Services
	3 rd – Tuesday	7:00 p.m.	Budget & Administration
	18 th – Wednesday	6:30 p.m.	Board of Directors
October	7 th - Monday	5:30 p.m.	CC&R
	7 th – Monday	7:00 p.m.	Parks & Recreation
	1 st – Tuesday	5:30 p.m.	Fire & Emergency Services
	1 st – Tuesday	7:00 p.m.	Budget & Administration
	16 th – Wednesday	6:30 p.m.	Board of Directors
November	4 th - Monday	5:30 p.m.	CC&R
	4 th – Monday	7:00 p.m.	Parks & Recreation
	5 th – Tuesday	5:30 p.m.	Fire & Emergency Services
	5 th – Tuesday	7:00 p.m.	Budget & Administration
	20 th – Wednesday	6:30 p.m.	Board of Directors
December	2 nd - Monday	5:30 p.m.	CC&R
	2 nd – Monday	7:00 p.m.	Parks & Recreation
	3 rd – Tuesday	5:30 p.m.	Fire & Emergency Services
	3 rd – Tuesday	7:00 p.m.	Budget & Administration
	18 th – Wednesday	6:30 p.m.	Board of Directors



Agenda Transmittal

DATE: February 20, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #8: PROPOSAL FOR T-BALL FIELD AT CHRISTA MCAULIFFE PARK

RECOMMENDED ACTION: APPROVE RESOLUTION 2019-04

BUDGET ACCOUNT: PARKS 4000, 5625 CAPITAL EXPENSE & 4115 PARK IMPACT FEE

BUDGET IMPACT: None; Preliminary Estimated Costs \$12,000

Balance of District Park Impact Fees held at County = \$550,000

BACKGROUND

Several years ago, the Cameron Park Community Services District partnered with Ponderosa Little League to construct a new T-Ball Field at Rasmussen Park. Both organizations invested heavily in staff and volunteer time, supplies and equipment, and in the end, the project was unsuccessful. The specific site proved too challenging with a residential neighborhood close-by and poor drainage. The site was abandoned.

DISCUSSION

Staff identified a new location at Christa McAuliffe Park, which was vetted with a landscape architect familiar with the District and the site; representatives from Ponderosa Little League; other Christa McAuliffe Park user groups; and County Planning Staff. All are supportive of the new proposed location. The project is supported by the District Parks and Recreation Committee, and we are seeking approval by the Board of Directors. Funding has already been approved in the FY 2018-19 Mid-Year Budget.

Proposed Project

The proposed project will construct a new T-Ball Field in the east end of the park, in an unused portion of the park (Attachment A). The proposed T-Ball field will not interfere with existing sports groups who use the multi-use fields for soccer and rugby, and is

compatible with the surrounding area. Adequate parking is available on the street and also with the school. Little League families are already in the area due to games taking place at Camerado School.

Staff's proposal is consistent with the County approved Special Use Permit SUP91-20 (Attachment B). The County previously approved the Skate Park under this Use Permit. Due to the proposal's consistency with the Special Use Permit and surrounding area, environmental permitting is not being required by County Planning staff.

Project Costs

Staff identified initial costs of \$12,000, but costs may increase based upon the scale of improvements agreed upon with Little League. Fencing and other amenities from Rasmussen will be re-purposed at Christa McAuliffe to lower costs. Improvements may be phased so that Little League can begin using the field as soon as possible. All project costs, including landscape architect services, staff costs and contractor costs, will be recovered from the Park Impact Fees.

Next Steps

With the Board's approval, the proposed project and accompanying documents will be forwarded to the County Planning staff for consideration. A hearing with the Planning Commission may be required.

FINANCIAL IMPACTS

The Board approved a Mid-Year Budget Allocation, funded by Park Development Impact Fees, to plan and construct the T-Ball Field. Since the T-Ball Field will be expanding park facilities in Cameron Park, Park Development Fees is an appropriate funding source. The balance of Park Impact Fees is approximately \$550,000.

Attachments:

A – Map & Specifications (*larger map will be brought to Board meeting*)

B - Special Use Permit SUP91-20

C – Project Scope and Cost Estimate

D – Program Narrative (*to be provided in an amended Board agenda on February 19, 2019*)

E – Resolution No. 2019-04

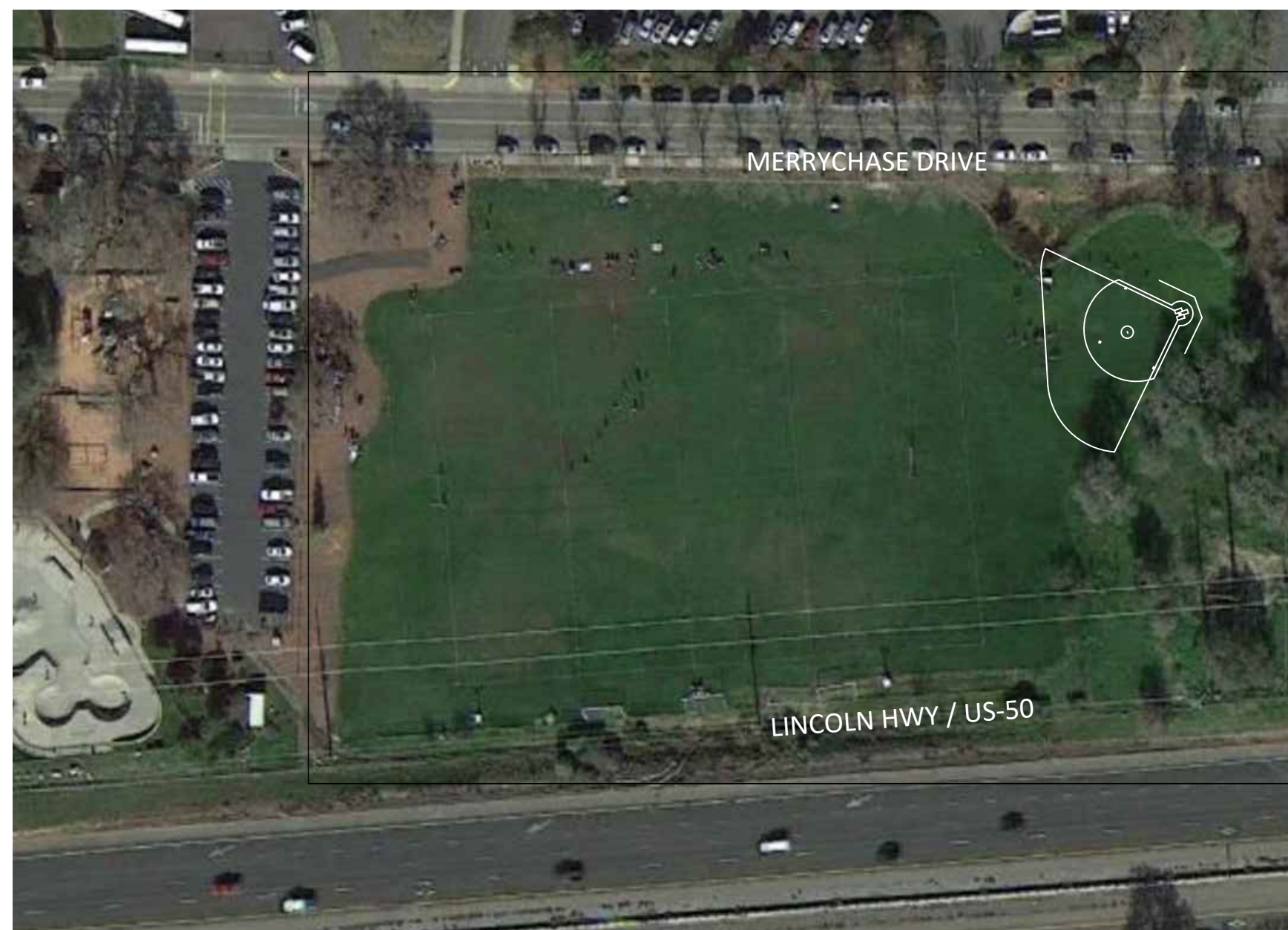
PROJECT VICINITY MAP



PROJECT SITE

MAP NOT TO SCALE

PROJECT KEY MAP



MAP NOT TO SCALE



EXISTING SOCCER/RUGBY FIELD

TEE BALL FIELD LAYOUT

SPECIAL USE PERMIT #sup 91-20

Application is hereby made to the Planning Commission and/or Zoning Administrator for a Special Use Permit for the property and use described below and accompanied by ten (10) copies of the site plan.

NAME OF APPLICANT: Cameron Park Community Service District

ADDRESS: 3200 Country Club Drive, Cameron Park Ca. 95682

TELEPHONE: 677-2231 or 677-1886

AGENT: Bill Sachse or Wayne V. Saylor

LOCATION: 3200 Country Club Drive, Cameron Park, Ca. 95682

ASSESSOR'S PARCEL NO(S). 108-010-10

PROPERTY AREA: 6.03 Acres/Sq. Ft. ZONING: RE-10

REQUESTED USE: Open space(green belt-general use field), Radio control (1/10scale) Race Track, Miscellaneous picnic areas, Path for walking and jogging.

SIGNATURE OF APPLICANT: Bill Sachse DATE 8 Apr 91

FEE: 1600.⁰⁰ RECEIPT # 16694 RECEIVED BY P&D DATE: 4-24

ACTION BY: EL DORADO COUNTY PLANNING COMMISSION

Larry D. Walrod
Larry D. Walrod, Planning Director

Legal Notices Mailed: November 15, 1991

Public Hearing Held: December 19, 1991

Approved XX Disapproved _____

See Conditions/Reasons attached.

Approval does not constitute a Building Permit. Building Department may not issue a permit until 10 days following the date of approval.

S 91 20

S91-20 - 12/19/91

Findings

1. The request is consistent with the County General Plan and the El Dorado Hills/Salmon Falls Area Plan.
2. The requested use will not be detrimental to the public health, safety and welfare or injurious to the neighborhood.
3. The requested use is allowed by special use permit in the RE-10 Zone District pursuant to 17.70.100 (C) of the County Zoning Ordinance.

Conditions

1. The two transmission line easements that cross this development shall be kept free and clear of all structures.
3. Trees planted within PG&E easements shall be limited to a mature height of 15 feet and shall not be planted directly under the conductors.
4. Any use of PG&E easements shall be reviewed and approved by PG&E before proceeding with any improvements.
5. The applicant shall construct a six-foot-wide concrete sidewalk along the entire Merrychase Drive frontage.
6. The applicant shall submit a site grading and drainage plan to the Department of Transportation for review and approval.
7. The applicant shall install a six-foot-high chain link fence along the south boundary.
8. Any work done within the State Right-of-Way shall require an encroachment permit from Caltrans.
9. The applicant shall provide fencing, bollards or similar vehicular barriers along Merrychase Drive and along the parking area to prevent vehicular access to the lawn area.
10. The applicant shall provide a security gate at the entrance of the parking area to be locked at night.
11. There shall be no outside illumination implemented without further approval by the Planning Commission.
12. The location and construction of all improvements shall be in strict conformance with the submitted site plan and landscape plan, except that the two interior pedestrian connections to the sidewalk shall be eliminated, and at least two additional species of trees shall be identified in the planting plan.

13. This application will become null and void if the requested use is not implemented within one year of approval.
14. A crosswalk, per Caltrans standards, shall be implemented across Merry Chase Drive at the western entrance.
15. All work within the County right-of-way requires an encroachment permit from the County Department of Transportation.

Board of Supervisors Agenda Page 11 December 5, 2000

37. Supervisor Bradley submitting request of the Cameron Park Community Services District that the Board find the construction of a skate park at the Christa McAuliffe Park is consistent with the provisions of the Special Use Permit (S91-20).
RECOMMENDED ACTION: Approve. *(approved on consent) (mm) 2/25/15*
38. Supervisors Bradley and Nielsen recommending the Logan (Victory Mine) Building be designated as office space for the Sheriff.
RECOMMENDED ACTION: Approve and authorize Sheriff to begin moving his staff to said facility and authorize General Services to return to the Board with recommendations regarding the hiring of a consultant to facilitate space planning requirements.
 Upon hearing the Sheriff's withdrawal of Agenda Item #53 the Board deleted same from the Agenda and authorized the following:
 (1) Designation of the Logan Building as temporary office space for the Sheriff;
 (2) Moving of Sheriff's staff to that facility;
 (3) General Services to return to the Board with recommendations regarding the hiring of a consultant to facilitate space planning requirements;
 (4) Review of existing Sheriff's facility to determine what remodeling needs to be done until a long-term solution is identified; and
 (5) Impact on the Logan Building remodeling be kept to a minimum.
 NBS Nu(n)H(n)
39. Supervisor Humphreys recommending reimbursement to the Sierra Economic Development District (SEDD) for postage and envelope costs, not to exceed \$1,000, for surveys to the communities of Georgetown, Camino, and Cool/Pilot Hill for the Department of Agriculture-U.S. Forest Service Community Action Plan Grant.
RECOMMENDED ACTION: Approve reimbursement of expenditure of promotional budget funds.
40. Supervisor Humphreys recommending Director of Transportation be authorized to participate in Class V of the Fellows program for the Mountain Valley Chapter of the American Leadership Forum.
RECOMMENDED ACTION: Approve the expenditure of up to \$5,000 in training funds from the Department of Transportation budget for the tuition.
 NHBS Nu(n)

Date: November 27, 2000
To: Linda Montgomery
From: Peter N. Maurer, Principal Planner *PNM*
Subject: Skate Board Park

Below is draft language for a goldenrod, should Sam want to put this on the Board's agenda as a consent item. Feel free to edit it as you see fit.

Supervisor Bradley submitting request of the Cameron Park CSD that the Board of Supervisors find that the construction of a skate board park is consistent with the provisions of S91-20, Christa McAuliffe Park. (APN 108-010-10)

RECOMMENDATION: Find Consistency with S91-20.

DISCUSSION: Special use permit S91-20 was approved on December 19, 1991 by the Planning Commission, authorizing the development of recreational facilities on a six-acre parcel, located on the south side of Merry Chase Drive, across from Blue Oak School. The use permit was approved subject to 15 conditions, one of which required conformance with the submitted site plan. The plan and project description described the uses as open space, general use field, radio control race track, picnic areas and walking paths. With the exception of the race track, all of the improvements have been constructed.

The Cameron Park CSD has been trying to provide space for a skate board park, which has been identified as a need in the community for our youth. The CSD requests that the Board find that this use is consistent with the intent and approval of Christa McAuliffe Park. The skate board facility is essentially replacing the radio control race track, and the uses are similar in nature. Furthermore, there would be no changes in impact, either through noise or traffic, or other issues identified in the special use permit and the environmental review process.

Cameron Park Community Services District

94 AUG 18 PM 3:13

RECEIVED
PLANNING DEPARTMENT

August 11, 1994

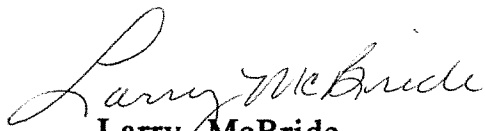
Doug Zanini
El Dorado County Planning Department
2850 Fair Lane
Placerville, CA 95667

Dear Doug,

As per our conversation on August 10, 1994 we will place one additional passage gate along Merrychase Drive. We feel it is necessary to allow those park visitors parking along the street, to gain access without walking approximately 400 feet to the west gate near the parking lot.

Thank you for your cooperation in this matter.

Sincerely,



Larry McBride
Parks and Recreation Coordinator



EL DORADO COUNTY
PLANNING DEPARTMENT

Attachment 8B

2850 Fairlane Court
Placerville, CA 95667

<http://co.el-dorado.ca.us/planning>

Phone: (530) 621-5355
Fax: (530) 642-0508

April 29, 1999

Heidi Weiland
Administrative Assistant
Cameron Park Community Services District
3200 Country Club Drive
Cameron Park, CA 95682

RE: SUP91-21/Building Permit 118020

Dear Heidi:

After receipt of your request for a finding of consistency for the proposed rest room, I reviewed both the special use permit and the proposed building plans with Conrad and Peter. Both agreed that the project is minor and typically an expected accessory use in a public park. Further, the approved plans had indicated provision for temporary toilets and the proposed project is certainly an improvement over the temporary facilities.

Your proposed plans note that the restroom will be located at least 30 feet from the front property line and approximately 75 feet from the church site to the west. Additionally, I understand the building will not be located within the drip line of the large oaks, and sidewalks will be placed in a location so as to not impact the oaks. As long as these conditions apply, the Planning Department can find that this building permit is consistent with the design and intent of SUP91-21, and will approve the building permit.

Sincerely,


Robert Britzman
Acting Principal Planner

cc: Supervisor Bradley

Fayed 4/29/99

**Christa McAuliffe T-Ball Field
Project Scope & Cost Estimate**

Item	Cost
Home Run Fence, temporary	\$1,046.79
Home Run Fence Ground Poles	\$225.00
Home Plate	\$119.99
Pitching Plate	\$24.99
Shock Absorbing Bases	\$285
Sod Cutter Rental for base lines	\$488
1.5 Yards Infield Mix baselines & home plate	\$130
Misc Material	\$300
50' 4' Chain link fence (Crusader Fence)	\$3,100
Re-purpose existing fencing (Crusader Fence)	\$4,100
Repair the existing irrigation system	\$400
Landscape Architecture Fees	\$1,780
Estimated Total =	\$12,000

**RESOLUTION NO. 2019-04
Board of Directors
Cameron Park Community Services District**

February 20, 2019

**RESOLUTION TO APPROVE CONSTRUCTING A
T-BALL FIELD AT CHRISTA McAULIFFE PARK**

WHEREAS, Cameron Park Community Services District (District) supports a variety of youth sports programs including soccer, baseball and swimming; and

WHEREAS, the Cameron Park Little League needs a T-Ball Field to introduce youth to baseball; there is not a T-Ball field in Cameron Park; and

WHEREAS, Christa McAuliffe Park has an appropriate location for a T-Ball Field, consistent with the park's Conditional Use Permit.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Cameron Park Community Services District:

- Approves constructing a T-Ball Field at Christa McAuliffe Park; and
- Directs staff to seek final approval from El Dorado County.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regularly scheduled meeting, held on the 20th day of February 2019, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Margaret Mohr, President
Board of Directors

Jill Ritzman, General Manager
Secretary to the Board



Agenda Transmittal

DATE: February 20, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #9: **PROPOSED ORDINANCE 2019.03.20 TO RESTRICT OUTDOOR RESIDENTIAL BURNING; CHANGES TO ORDINANCE 2000-01**

RECOMMENDED ACTION: **RECEIVE, DISCUSS, AND PROVIDE THE FIRST READING OF ORDINANCE NO. 2019.03.20 REVISING OUTDOOR RESIDENTIAL BURNING ORDINANCE 2000-01 AND SCHEDULE SECOND READING AND ADOPTION AT THE MARCH 20, 2019 BOARD MEETING**

Recommended Action:

- Receive, discuss, and provide the first reading of Ordinance No. 2019.03.20 revising Ordinance No. 2000-01.
- Schedule second reading of the Ordinance and adoption for the March 20, 2019 Board of Directors Meeting.

Background

On November 16, 2000, the Board of Directors approved Ordinance 2000-01 which placed restrictions on burning within the Cameron Park Community Services District (District) boundaries. The Ordinance prohibits outdoor burning on residential parcels, less than one acre, except for the first two weeks of April and the first two weeks of November. Regular guidelines for permits and permissive burn days apply. The Ordinance cites the intent to reduce air pollution caused by burning and the Mandatory Refuse Collection Program as an alternative to residential burning.

Discussion

Burning in November is increasingly problematic due to the warm, dry fall weather pattern in recent years. In some years, burning could not take place. This report outlines options to burning green waste.

The Cameron Park Community Services District (District) manages the waste collection contract with El Dorado Disposal, also known as Waste Connections. The agreement provides several options for residents to dispose of green waste:

- Biweekly curbside collection. If a resident frequently generates more waste than 1 green can will accommodate, a second can may be added to your service in most cases at no additional monthly cost.
- El Dorado Disposal will accept additional yard waste placed in paper compostable yard waste bags. The first 2 bags are free, a fee will apply for each additional bag. Contact El Dorado Disposal before your collection day to make arrangements.
- Twice a year El Dorado Disposal will accept unlimited yard waste bags curbside on a designated regular service day. These days typically occur in April/May and again September/October, and residents receive advance notice regarding designated days.
- The District sponsors two Community Cleanup Days each year. Residents may bring unlimited yard waste on designated days. Some restrictions apply. Additional days can be added at no additional charge; volunteers will need to be secured to assist.
- Residents are provided vouchers for additional waste disposal. These annual vouchers are good April through March. Vouchers may be used for up to 18 yard waste bags to be collected curbside or for a truckload delivered to the Disposal Facility.
- Yard waste may be brought to the MRF/Disposal Facility at 4100 Throwita Way in Placerville. Fees will apply.

The El Dorado County Fire Safe Council offers a wood chipping program to assist property owners in disposing of cut shrubs and branches up to 7 inches in diameter. Piles must be adjacent to a driveway, road or street. This service provides up to 6 hours of chipping per property and is supported by a grant from the United States Forest Service. More information is on the El Dorado County Fire Safe Council website.

Enforcement

The Sheriff is responsible for enforcing the District's Ordinances, and competing resources and priorities in the Sheriff Department may prevent effective enforcement if a violation occurs. Most residents want to follow local laws and ordinances, and only a few, if any, would intentionally violate this ordinance.

Additional Rules Governing Burning

CAL FIRE establishes dates when it is safe to burn in the State Responsibility Areas, and has a Debris Burning flyer (Attachment C) that outlines burning permit requirements. Beginning May 1, burn permits are required in the State Responsibility Area until the director of CAL FIRE ends fire season. For the Local Responsibility Area, the Cameron Park Fire Department, does not require burn permits, but follows dates established for burning by CAL FIRE in the State Responsibility Area.

The California Air Resources Board allows dry, natural vegetation, grown on the property, to be burned outdoors in open piles, unless prohibited by local controls. El Dorado Air Quality Management District establishes burn days based on air quality.

Cameron Park residents with a residential lot of less than once acre, located in the Local Responsibility Area, may burn green waste during dates set by the ordinance as long as requirements of the El Dorado Air Quality Management District are met and burning is permissible by Cameron Park Fire Department.

Next Steps

With the Board's approval, staff will take appropriate steps to publicly post the proposed changes to the Ordinance. Legal advertisement will be scheduled for the Mountain Democrat and the full text of the proposed ordinance shall be posted prominently in the District office. At the following Board meeting, a second reading of the Ordinance will occur, and if the Board chooses, adopt the Ordinance changes with a poll vote of the Board members.

Conclusion

Staff recommends simply changing the fall burn dates from November to December. Staff does not recommend adding additional burn dates. The District office receives many phone calls from residents complaining about neighbors' chimney smoke. In

addition, air quality during the summer and fall has become increasingly unhealthy due to wildfires.

Staff is also not recommending to leave burn days flexible, but to establish specific dates in the Ordinance. Messaging specific dates for burning prevents inquiries at the District and Fire Department offices regarding when to burn and also reporting fires.

Attachments:

A - Ordinance 2000-01

B - Proposed Ordinance 2019.03.20

C - CAL FIRE Debris Burning flyer

ORDINANCE 2000-01
Of the Board of Directors of the Cameron Park Community Services District

November 16, 2000

**Ordinance to Prohibit Outdoor Residential Burning Within Designated Areas
of Cameron Park Community Services District Boundaries**

Whereas, during the general election of November, 1998, the registered voters of Cameron Park Community Services District passed a ballot measure calling for mandatory refuse collection within the boundaries of Cameron Park Community Services District; and

Whereas, March, 1999, the Mandatory Refuse Collection Program began in Cameron Park, as a result of said election; and

Whereas, this program allows for unlimited refuse collection for residences in Cameron Park, inclusive of yard waste; and

Whereas, with this program in place, burning of yard waste is no longer the most expedient manner to dispose of yard waste; and

Whereas, outdoor residential burning in high population density areas does create air pollution and health hazards; and

Whereas, Cameron Park consists of mostly highly developed residential areas; and

Whereas, it is the desire of the District to reduce air pollution caused by Outdoor Residential burning within designated areas of Cameron Park Community Services District; and

Whereas, designated areas shall be defined as residential parcels less than one acre in size and within the District boundaries; and

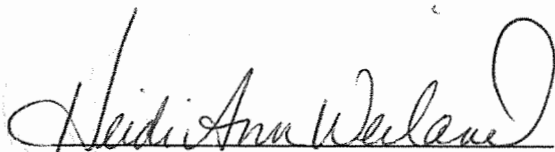
Whereas, during the first two weeks of April and the first two weeks of November residential outdoor burning will be allowed, within regular guidelines for permits and permissive burn days.

Now, Therefore, Be It Set Forth that the Board of Directors of the Cameron Park Community Services District does prohibit residential outdoor burning on residential parcels, less than one acre in size, within the boundaries of Cameron Park Community Services District, excepting for the first two weeks of April and the first two weeks of November, within regular guidelines for permits and permissive burn days.

Passed and Adopted by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting held on the 16th day of November, Two-thousand by the following vote of said Board:

ATTEST:

November 16, 2000


Secretary to the Board


President, Board of Directors

**ORDINANCE 2019.03.20
of the Board of Directors
of the Cameron Park Community Services District**

March 20, 2019

**Ordinance to Restrict Outdoor Residential Burning Within the Boundaries
of Cameron Park Community Services District**

The Board of Directors of Cameron Park Community Services District hereby ordains as follows:

WHEREAS, in March 1999, Mandatory Refuse Collection Program began in Cameron Park allowing for unlimited refuse collection for residents inclusive of green waste; and

WHEREAS, on November 16, 2000, the Cameron Park Community Services District (District) Board of Directors approved Ordinance 2000-01 restricting outdoor burning on residential lots to the first two weeks in April and first two weeks in November; and

WHEREAS, Ordinance 2000-01 was approved by the District Board of Directors to help promote better air quality in the community; and

WHEREAS, since 1999, El Dorado Disposal (also known as Waste Connections) has expanded its green waste collection program to include several low and no cost green waste collection services; and

WHEREAS, outdoor burning in November has become problematic for two reasons: burning restrictions due to poor air quality as a result of wildland fires in Northern California, and dryer fall seasons; and

NOW, THEREFORE, BE IT SET FORTH that the Board of Directors, Cameron Park Community Services District prohibits residential outdoor burning on residential parcels, less than once acre in size, within the boundaries of the Cameron Park Community Services District, except for the first two weeks in April and the first two weeks in December, within the regular guidelines for permits and permissive burn days.

PASSED AND ADOPTED by the Board of Directors, Cameron Park Community Services District at a regularly scheduled meeting on the 20th day of February, 2019 by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Director Margaret Mohr, President
Board of Directors

Jill Ritzman
Secretary to the Board

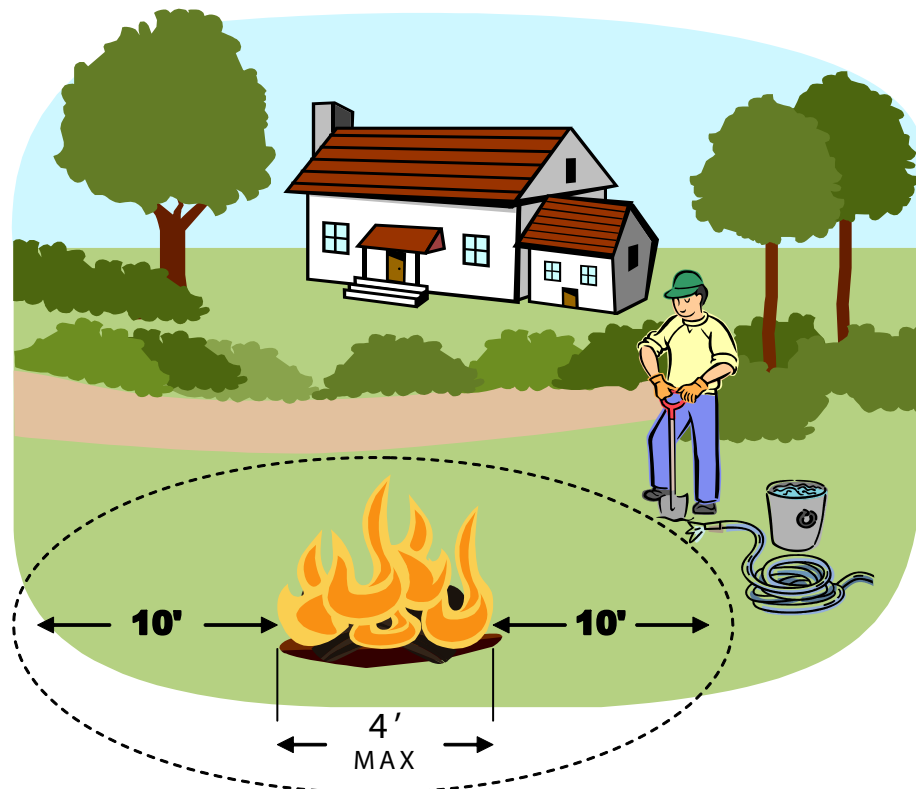


Debris Burning

The following are burning permit requirements:

For burning debris in small 4-foot x 4-foot piles:

- Maximum pile size 4 foot in diameter.
- Clear all flammable material and vegetation within 10-feet of the outer edge of pile.
- Keep a water supply close to the burning site.
- An adult should be in attendance with a shovel until the fire is out.
- No burning shall be undertaken unless weather conditions (particularly wind) are such that burning can be considered safe.



No household trash or garbage can be burned outdoors at residences. Dry, natural vegetation, grown on the property can still be burned outdoors in open piles, unless prohibited by local ordinances. Burning can only be done on permissive burn days. Burn permits are only valid on “Permissive Burn Days” as determined by the State Air Resources Board or the local Air Pollution Control District (APCD).

Violations Of Any Burning Permit Terms Are A Violation Of State Law

(Public Resources Code 4421, 4422, 4423 And 4425)

Debris Burning



Agenda Transmittal

DATE: February 20, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM # 10: **SOLE SOURCE PURCHASE OF SMEAL TYPE 1 FIRE ENGINE & FINANCE PLAN**

RECOMMENDED ACTION: **APPROVE RESOLUTION 2019-02**

BUDGET ACCOUNT: 5625 – CAPITAL EQUIPMENT EXPENSE

BUDGET IMPACT: \$613,418.52 total cost; see Attachment #10B

RECOMMENDATION

Approve Resolution 2019-02 that authorizes the sole source purchase of a Smeal Type 1 Fire Engine and grants the General Manager the authority to sign all necessary lease/purchase and financing documents.

BACKGROUND

In 2006, the District purchased the current Engine 88, which has over 100,000 miles. Front line fire engines are typically replaced every 8-10 years. The Cameron Park Community Services District – Fire Department Master Plan identified the need to replace Engine 88 in Fiscal Year 2015/16. The Board of Directors approved the purchase of a new fire engine in the recent Fiscal Year 2018-19 Mid-Year Budget.

DISCUSSION

Smeal Fire Apparatus Company is the sole provider of a Wildland Urban Interface Type 1 Fire Engine, which is ideally suited for Cameron Park due to the community's development characteristics, terrain, vegetation and interface with open space. No other vendor offers this type of fire engine. Smeal's engine design and capabilities are uniquely suited because:

- Shorter wheel base of 169 inches and front vehicle angle approach of 18.00 degrees for better access on the tight roads, steep terrain and small driveways;

- Large 2,000 gallon per minute pump capacity with 750 gallons of water and foam;
- Capable of pump and roll, an effective tactic for wildland fires.

Smeal Fire Apparatus sells directly to and manufactures specifically for the end user. Attachments to this report include a quote from Smeal Fire Apparatus Company, along with the financing options from multiple lenders. Staff is recommending Umpqua Bank to finance the purchase.

- Fire Engine Purchase - \$613,418.52
- Umpqua Bank, recommended financing (7 Year/3.49%)
- Community Leasing Partners (7 Year/3.65%)
- Firefighters First Credit Union (7 Year/5.49%)

Once the purchase agreement is executed, Smeal will build the fire engine over the next year. When the new fire engine is received, the current Engine 88 will be moved to reserve status. Staff will recommend to the Board of Directors that the reserve engine be considered surplus and sold.

Attachments:

- A. Resolution No. 2019-02 Approving the Purchase of Fire Engine 88
- B. Smeal Purchase Quote
- C. Smeal Purchase Contract
- D. Umpqua Bank financing option (recommended)
- E. Community Leasing Partners Financing Option
- F. Firefighters First Credit Union Financing Option
- G. Proposed Engine Lease/Purchase Schedule

**RESOLUTION NO. 2019-02
Board of Directors
Cameron Park Community Services District**

February 20, 2019

**RESOLUTION TO APPROVE THE PURCHASE OF FIRE ENGINE 88 AND GRANT
GENERAL MANAGER AUTHORITY TO APPROVE ALL NECESSARY
LEASE/PURCHASE DOCUMENTS**

WHEREAS, Cameron Park Community Services District Fire Department is in need of a Type 1 replacement fire engine for the current Engine 88; and

WHEREAS, the Cameron Park Community Services District – Fire Department Master Plan identifies the need to replace Engine 88 in Fiscal Year 2015-16; and

WHEREAS, Board of Directors approved the purchase of the replacement fire engine for the Current Engine 88 in the Fiscal Year 2018-19 Mid Year Budget Adjustment; and

WHEREAS, Smeal Fire Apparatus Company is the sole source provider of the Cameron Park Wildland Urban Interface Type 1 Fire Engine; and

WHEREAS, Umpqua Band is the low bid option for financing the lease/purchase of the replacement fire engine

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Cameron Park Community Services District:

- Approves the purchase of the a Smeal Type 1 fire engine;
- Grants the General Manager of Cameron Park Community Services District the authority to approve all necessary lease/purchase and financing documents.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regularly scheduled meeting, held on the 20th day of February 2019, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Margaret Mohr, President
Board of Directors

Jill Ritzman, General Manager
Secretary to the Board



Smeal Fire Apparatus Co. ♦ 610 West 4th Street, Snyder, Nebraska 68664 ♦ www.smeal.com ♦ 402-719-1242

Cameron Park WUI Pricing

	Qty	Total
Cameron Park WUI Pricing	1	570,826
Equipment Mounting and Radio Installation		11,890
Loyal customer Discount	1	- 4,000
Chassis Prepayment Discount	1	- 6764
Pre-Construction Meeting (2) Personnel to travel to Snyder for Precon		Included
Prepaint (2) Personnel to travel to Snyder for Midpoint Inspection		Included
Final Inspection (2) Personnel to travel to Snyder for Final inspection		Included
Delivery		Included
Apparatus without Tax Price		\$ 571,952
Taxes (7.25%)		\$ 41,466.52
Total Purchase Price		\$ 613,418.52

Tax Rates are only estimates and are Subject to Change.

Chassis Prepayment discounts of \$6764 is included. The chassis need to paid within 10 days of arrival to Snyder, Ne. This is about 9 months after contract signing and order acceptance. The chassis prepayment amount is \$ 227,077 and that amount is before the preconstruction conference.

Scott Beck
Sales Manager
Fire Apparatus Solutions
[402.719.1242](tel:402.719.1242)
scottfasfire@gmail.com



Fire Apparatus Solutions ♦ 2763 S. Vista Avenue, Bloomington, CA 92316 ♦ www.fasservice.com ♦ 714-357-9706



A Wholly Owned Subsidiary of Spartan Motors, Inc.
907 7th AVENUE NORTH BRANDON, SD 57005-2003
(605) 582-4000 FAX (605) 582-4001

CONTRACT

THIS CONTRACT ("Contract") is made by and between Smeal Holding, LLC ("Smeal"), a wholly owned subsidiary of Spartan Motors USA, Inc. and Cameron Park Community Services District ("Customer"). This Contract will not become binding upon Smeal until it is executed by an officer of Smeal, and the effective date of the Contract ("Effective Date") will be the date that the Smeal officer executes the Contract. The parties hereby agree as follows:

- (1) Subject to the terms of this Contract, Smeal shall furnish, and Customer shall purchase, the apparatus and equipment ("Apparatus and Equipment") described and in accordance in all material respects with the specifications ("Original Specifications") submitted with the bid proposal (the "Bid Proposal"). In the event there is any conflict between Original Specification and the Bid Proposal, the Bid Proposal will prevail.
- (2) This Contract for Apparatus and Equipment conforms to all Federal Department of Transportation (DOT) and Environmental Protection Agency (EPA) rules and regulations and to all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus in effect as of the Effective Date. Any increased cost incurred by Smeal because of future changes in or additions to such DOT, EPA or NFPA standards will be passed along to Customer as an addition to the Purchase Price set forth below.
- (3) The Apparatus and Equipment shall be ready for delivery from Spartan's factory, within 390 days. **This delivery timeframe is subject to modification if there are customer driven delays to holding the pre-construction meeting and/or if there are customer driven delays to returning the corresponding signed CO to the factory. All days exceeding 10 days after the pre-construction conclusion with priced CO ready for approval will be added to the above-mentioned delivery timeframe.** Any further delays after the pre-construction has been completed in providing additional desired specifications, change approvals, inspection timelines, or other required information for the Apparatus and Equipment may result in an extension of the above referenced delivery timeline by the amount of time Spartan requires, in its sole but reasonable discretion, to furnish the Apparatus and Equipment following Customer's delay, but in any event by at least the duration of Customer's delay.

A \$ 0 per day penalty clause will be paid to the Customer if the apparatus is not completed within the above referenced delivery timeframe. Any modifications made to apparatus after a signed pre-construction change order or any delays by Customer as noted above may extend the above quoted delivery timeframe as determined by Smeal. The penalty clause will stop once apparatus has shipped from Smeal.

- (4) A competent Smeal service representative shall, upon request, be provided to demonstrate any Apparatus and Equipment and/or to give Customer's employees the necessary instructions in the operation and handling of any Apparatus or Equipment.

(5) In exchange for the Apparatus and Equipment, Customer agrees to pay Smeal the sum of Five Hundred Seventy One Thousand, Nine Hundred Fifty Two Dollars (\$ 571,952) ("Purchase Price"). The Purchase Price (a) includes a discount of \$ 6,764 dollars for a \$ 227,077 dollar prepayment to be made at Chassis Approval to Snyder, NE (type of prepayment option chosen); OR (b) Customer reserves the right to receive a \$ 0 discount if, after the Effective Date, a \$ 0 prepayment is made at 0 (type of prepayment option chosen). Net payment is due upon delivery to Customer, unless otherwise specified herein. Interest at 18 percent per annum, payable monthly, shall be charged on all past due payments. If more than one item of Apparatus and Equipment is covered by this Contract, the above terms of payment shall apply to each item, and an invoice covering each item shall be rendered in the proper amount and paid upon delivery of the item. In the event the Apparatus and Equipment is placed in service prior to payment in full, Smeal reserves the right to charge a rental fee of Three Hundred Fifty Dollars (\$ 350.00) per day. Any applicable taxes not specified noted above will be paid by Customer directly, or will be added to the Purchase Price and paid by Smeal. If Customer claims exemption from any tax, Customer shall furnish applicable exemption certificate to Smeal and hold Smeal harmless from any such tax, interest or penalty which may at any time be assessed against Smeal.

(5a) California Taxes. The total above does not include applicable California State and Local sales tax. All applicable sales tax will be added to the number above and invoiced at the time of completion of the apparatus. Based on the purchase price above, and using the current tax rate of 7.25%, the tax on the purchase price of the apparatus would be \$ 41,466.52.

- (6) Acceptance of Apparatus and Equipment shall occur immediately after completion of a final inspection by a representative of Customer at a factory location of Smeal, completion of any discrepancy list, and shipment of Apparatus and Equipment from Smeal's factory location. Upon completion of the final inspection and related discrepancy list, the Apparatus and Equipment shall be conclusively determined to be in full compliance with the terms of this Contract, including without limitation the Original Specifications. Smeal will not surrender to Customer the title to or the statement of origin for any Apparatus or Equipment or provide Customer with any other documentation regarding ownership of any Apparatus or Equipment until Smeal has received full payment of the Purchase Price and taxes.

- (7) Smeal shall not be liable to Customer or to anyone else for consequential, incidental, special, exemplary, indirect or punitive damages arising from any defect, delay, nondelivery, recall or other breach by Smeal, including but not limited to personal injury, death, property damage, lost profits, or other economic injury. Smeal shall not be liable to Customer or anyone else in tort for any negligent design or manufacture of any body or other part of Apparatus or Equipment, or for the omission of any warning with respect thereto.

(8) Customer shall indemnify Smeal against, and hold Smeal, its agents, employees, officers and directors harmless from, any and all claims, action, suits and proceedings, costs, expenses, damages and liabilities, whether based in negligence, tort, strict liability or otherwise, including attorney's fees and costs, arising out of, connected with, or resulting from this Contract or the Apparatus or Equipment, except to the extent such claims, action, suits and proceedings, costs, expenses, damages or liabilities arise from Smeal's breach of its obligations under this Contract.

(9) Smeal warrants that, at the time of delivery, the Apparatus and Equipment shall comply in all material respects with the Original Specifications. THE ONLY OTHER WARRANTIES APPLICABLE TO THE APPARATUS AND EQUIPMENT ARE THOSE EXPRESSLY SET FORTH IN THE BID PROPOSAL AND IDENTIFIED AS APPLYING TO THE APPARATUS AND EQUIPMENT. SUCH WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR ANY PARTICULAR PURPOSE.

(10) Smeal shall not be liable if performance failure arises out of causes beyond its reasonable control, which causes shall include without limitation acts of God, war, fires, floods, difficulty in procuring materials, equipment or tooling failure, freight embargoes, order of any court, strike, lockout, shortage of labor, failure or delays by suppliers or contractors, or legislative or governmental, or other, prohibitions or restrictions.

(11) The Apparatus and Equipment shall remain the property of Smeal until the entire Purchase Price for each and every item of Apparatus and Equipment has been paid. In case of a default in payment, Smeal may take full possession of the Apparatus and Equipment, or of the item or items upon which default has been made, and any payments that have been made shall be applied as payment for the use of the Apparatus and Equipment up to the date Smeal takes possession.

(12) This Contract will only be binding on Smeal after it is signed and approved by an officer of Smeal. This Contract (which includes the other documents referenced in this Contract) embody the entire agreement and understanding between the parties with respect to the subject matter of this Contract and supersede all prior oral or written agreements and understandings relating to the subject matter of this Contract. No statement, representation, warranty, covenant or agreement of any kind not expressly set forth in this Contract shall affect, or be used to interpret, change or restrict, the express terms and provisions of this Contract. This Contract cannot be altered or modified except by mutual written agreement signed by the parties. The Customer representative signing this Contract on Customer's behalf represents and warrants that he or she has the authority to sign this Contract and that all necessary action has been taken by Customer to authorize Customer's execution of and performance under this Contract.

(13) In the event that any court of competent jurisdiction shall determine that any provision, or any portion thereof, contained in this Contract shall be unenforceable in any respect, then the provision shall be deemed limited to the extent that the court deems it enforceable, and as so limited shall remain in full force and effect. In the event that the court shall deem any provision, or portion thereof, wholly unenforceable, the remaining provisions of this Contract shall nevertheless remain in full force and effect.

(14) This Contract shall be governed by and construed in accordance with the laws of the State of South Dakota without giving effect to principles of conflict of laws. Customer irrevocably and unconditionally (a) agrees that any suit, action, or other legal proceeding arising out of or relating to this Contract may, at the option of Smeal, be brought in a court of record of the State of South Dakota in Minnehaha County, in the United States District Court for the District of South Dakota, or in a court of record of the State of Michigan in either Kent County or Eaton County, where Spartan's parent company, Spartan Motors, Inc., is located, or in the United States District Court for the Western District of Michigan, or in any other court of competent jurisdiction; (b) consents to the jurisdiction of each such court in any such suit, action or proceeding; and (c) waives any objection that it may have to the laying of venue of any such suit, action, or proceeding in any of such courts.

Submitted to Customer By: _____ on _____.
Smeal Sales Representative - Print Name Date

Smeal Sales Representative Signature

This Contract is agreed to by the parties as of the Effective Date.

Smeal Holding, LLC **Customer:** Cameron Park Community Services District

By: _____ By: _____
Smeal Holding, LLC Officer Signature Customer Signature

Print Name _____
Its: _____ Its: Board President, General Manager or Fire Chief

Date _____ Date _____

February 29, 2019

Jonah Winger
Fire Captain
Cameron Park Community Service District
2502 Country Club Dr.
Cameron Park, Ca. 95682

Dear Jonah:

I am pleased to present the terms and conditions of our proposal to lease equipment to Cameron Park Community Service District. This letter is not an approval to enter into a lease, nor should it be construed as an offer or commitment to perform any undertaking.

An approval of this proposal may be considered after full review by the appropriate officers of Financial Pacific Leasing, Inc. and Umpqua Bank. Final approval may contain additional or modified terms.

Please indicate your interest in our proposal by signing and returning the enclosed copy of the “Terms and Conditions”, along with the Security Deposit, by March 1, 2019. By accepting our proposal, you agree that Umpqua Bank Equipment Leasing & Finance shall not be held liable for any action or inaction stemming from this letter.

Thank you for this opportunity to respond to your needs. We hope that our proposal is both timely and competitive, and we look forward to working with you to successfully fund and close this transaction.

Sincerely,

Brian Hildebrandt
Vice President
1333 N. California Blvd., Suite 370
Walnut Creek, CA 94596
Phone: (925) 949-2865

Terms and Conditions:

Lessor:	Financial Pacific Leasing, Inc., d.b.a. Umpqua Bank Equipment Leasing & Finance, a subsidiary of Umpqua Bank or it's assigns ("Lessor")
Lessee(s):	Cameron Park Community Service District
Equipment Financing Vehicle:	Municipal Lease-Purchase Agreement
Equipment & Cost:	Fire Truck & Equipment, (the "Equipment"). All Equipment shall be satisfactory to Lessor.
Lease Amount:	Not to exceed \$613,418.52 in the aggregate.
Lease Term:	Seven (7) years
Payments:	Seven (7) payments, payable annually in arrears of \$100,501.73
Lease Rate:	3.49%
	The lease rate specified above is based upon the like term (7 year) Federal Reserve Board Swap Rate published in the BAML Mercury-Market Summary ("Index") at 2.67% as of 1/29/19. Should the Index increase prior to any lease schedule documentation and commencement, the lease rates shall be adjusted to maintain the economic returns anticipated by Lessor.
Tax Benefits:	The lease shall be considered a municipal lease/purchase and qualifies for tax-exempt status. Lessee shall pay all fees, assessments, sales, use, property and other taxes imposed, except those levied on the net income of Lessor by the United States, the State of California, or other applicable jurisdiction.
Commencement Date:	It is contemplated that the Equipment will be installed and acceptable for Lease Commencement on February 15, 2019 and/or on the first or fifteenth day of each month thereafter.
Interim Rent:	Interim rent will be payable from the funding date to the Lease Commencement Date at a rate equal to the Lease Rate Factor applied on a per diem basis to the amount funded.
Progress Payments:	Lessor will consider periodically disbursing funds to various Equipment vendors under a progress payment agreement (PPA) between Lessor and Lessee. Any funds outstanding under the PPA shall accrue interest from the date of funding to the lease funding date at the 30 day LIBOR rate + 550bp. Such interest shall be calculated 15 days prior to the 1 st day of each month and shall be fixed for each monthly period thereafter. Interest shall be payable on the 1 st day of each month after initial funding. No interest shall be capitalized into the Equipment cost.

End of Lease Options: At the end of the initial lease term, Lessee will have the option to purchase all, but not less than all, of the Equipment for \$1.00.

Expiration of Facility: Takedowns shall be allowed in amounts greater than \$100,000.00. All takedowns shall occur prior to February 15, 2020 and without extension, the facility shall expire. Lessor shall have no obligation to lease any item of Equipment after said date.

Net Lease: All costs of operation, maintenance, taxes, insurance and other affiliated costs will be paid by Lessee as this transaction has been structured as a net lease.

Insurance: Lessee will provide evidence of all-risk physical damage and liability insurance coverage in such amounts and with deductibles all as may be required by Lessor. In addition, endorsements and assignments of such policies shall name Lessor (and its assigns) as loss payee and/or additional insured, as may be required by Lessor. All insurance coverage shall be from a carrier acceptable to Lessor.

Maintenance: Lessee shall, at its sole cost and expense, maintain the Equipment in compliance with all statutes, laws, ordinances, regulations, standards, and directives (including environmental) by any governmental agency and the Equipment must be maintained in accordance with all manufacturer's suggested and recommended maintenance procedures including preventive maintenance; and such other maintenance and return conditions as the Lessor may require.

Documentation: All legal matters and all documentation to be executed in connection with the contemplated lease shall be satisfactory in form and substance to Lessor and counsel to Lessor.

Costs & Expenses: Lessee shall be responsible for all fees, costs and disbursements incurred by Lessor in connection therewith, including without limitation, all fees and disbursements of counsel to Lessor (if any), appraisal costs (if any) and all filing and search fees. A documentation fee of \$500 per lease schedule/takedown will be payable by Lessee.

Security Deposit: A \$1,000.00 security deposit shall be payable to Lessor upon acceptance of this proposal. This security deposit, less all costs and expenses incurred by the Lessor, including but not limited to documentation and attorney's fees, will be refunded should Lessor not offer an approval for this transaction.

If an approval is extended by Lessor and accepted by Lessee, the security deposit shall convert to an approval fee ("Approval Fee"), which would all be non-refundable if the transaction were not consummated. If the contemplated transaction were consummated, the Approval Fee would be refunded pro-rata (funded amount to the Amount approved) less any costs and expenses incurred by Lessor in connection with this transaction.

**Additional Terms
& Conditions:**

1) Any non-appropriation clause in the lease shall be satisfactory to Lessor.

- 2) Anticipated borrowing for 2019 will not exceed \$10,000,000, making the lease “Bank Qualified” under section 265(b)(3) of the IRS Code.
- 3) Lessee is a state or political subdivision thereof, within the meaning of Section 103 of the Internal Revenue Code of 1983.
- 4) Lessor shall receive an Opinion from Lessee’s counsel stating that the lease qualifies for tax-exempt financing under IRS guidelines and the Opinion must reference #2 and #3 above.

Confidentiality: Except as required by law, neither the proposal nor its Terms and Conditions will be disclosed publicly or privately except to those individuals who are your officers, employees or advisors who have a need to know as a result of being involved in the proposed financing. The foregoing confidentiality provisions shall not apply to the disclosure of the federal income tax structure or treatment of the proposed financing.

Authorization: Lessee [and each Guarantor] acknowledges and agrees that Lessor may furnish all Lessee [and Guarantor] presented information, financials, analysis, and related credit and review materials to its employees, counsel and agents as well as its participants and assigns. Lessee [and each Guarantor] authorize Lessor to contact Umpqua Bank, and all trade suppliers and other references of Lessee [and Guarantor], and to order any and all credit checks and investigative reports, all as Lessor deems necessary in connection with the evaluation of the transaction.

This proposal is for discussion purposes only, and is only a general, non-binding proposal on the part of Lessor.

I/We have reviewed the above Terms and Conditions and request the Lessor to pursue underwriting and approval of a commitment for the described lease agreement.

Accepted this ____ day of _____, 2019

Cameron Park Community Service District

By: _____

Printed Name: _____

Title: _____



Phone: 888.777.7850
 Fax: 888.777.7875
 Cell: 785.313.3154
 215 S. Seth Child Road
 Manhattan, KS 66502
www.clpusa.net

January 24, 2019

Customer Name: Cameron Park FD, CA
 Jonah Winger, Fire Captain / Paramedic

Equipment: One Spartan/Smeal Pumper
 Sales Representative: Scott Beck @ Fire Apparatus Solutions
 Delivery: TBD

Community Leasing Partners, a Division of *Community First National Bank*, is pleased to present the following financing options for your review and consideration.

Option 1

Total Cost:	\$ 613,418.52	Payment Frequency:	Annual
Down Payment:	\$ -	First Payment:	One year from closing
Trade In:	\$ -		
Amount Financed:	\$ 613,418.52		
Term in Years:	7		
Payment:	\$100,898.57		
Factor:	0.164486		
Interest Rate:	3.65%		

- **THERE ARE NO DOCUMENTATION OR CLOSING FEES ASSOCIATED WITH THIS PROPOSAL.**
- Fixed interest rate for the terms provided unless otherwise stated.
- This financing is to be executed and funded within 30 days of the date of the proposal, or Lessor reserves the right to adjust the interest rate. The proposal is subject to credit review and approval of mutually acceptable documentation.
- This proposal has been prepared assuming the lessee is bank qualified and that the proposed lease qualifies for Federal Income Tax Exempt Status for the Lessor under Section 103 of the IRS Code.

Thank you for allowing Community Leasing Partners the opportunity to provide this proposal. If you have any questions regarding the options presented, need additional options, or would like to proceed with a financing, please contact me at 1-888-777-7850.

Respectively,

Blake J. Kaus
 Vice President & Director of Leasing
blakekaus@clpusa.net

RE: CPCSD Fire Engine Purchase Financing Quote

Cesar DelToro <cdeltoro@firefirstcu.org>

Thu 1/31/2019 8:11 AM

Inbox

To: Winger, Jonah@CALFIRE <Jonah.Winger@fire.ca.gov>;

Morning Jonah,

Our quote is for a purchase and not a lease. Current fixed rate on a purchase money loan for 7 years is 5.49%. Hope this helps.

Best,



Cesar DelToro
Director of Business Services
Firefighters First Credit Union
T: 323-550-4977
F: 323-550-4941
M: 323-208-2451
E: cdeltoro@firefirstcu.org

Real Estate | Business Services | Insurance | Investments | Foundation

Our mission is to improve the financial lives of our Fire Family.



This transmission, including any attachments, contains confidential information intended for a specific individual and purpose. If you are not the intended recipient, you should ignore and destroy this transmission. Any disclosure, copying, or distribution of this message, or the taking of any action based on it, is strictly prohibited.

From: Winger, Jonah@CALFIRE <Jonah.Winger@fire.ca.gov>
Sent: Wednesday, January 30, 2019 3:12 PM
To: Cesar DelToro <cdeltoro@firefirstcu.org>
Subject: CPCSD Fire Engine Purchase Financing Quote

Hello Cesar,

**CAMERON PARK COMMUNITY SERVICES DISTRICT
 FIRE DEPARTMENT CAPITAL IMPROVEMENT PROGRAM - PROPOSED ENGINE LEASE/PURCHASE SCHEDULE
 FISCAL YEAR 2018-19**

	Fiscal Year 2018-19	Fiscal Year 2019-20	Fiscal Year 2020-21	Fiscal Year 2021-22	Fiscal Year 2022-23	Fiscal Year 2023-24	Fiscal Year 2024-25
	<i>02/01/2018</i>	<i>01/01/2019</i>	<i>01/01/2020</i>	<i>01/01/2021</i>	<i>01/01/2022</i>	<i>01/01/2023</i>	<i>01/01/2024</i>
*Current Engine Lease	78,072	78,072	78,072				
*New Engine Lease	96,000	100,502	100,502	100,502	100,502	100,502	100,502
Total Annual Payments	174,072	178,574	178,574	100,502	100,502	100,502	100,502



Agenda Transmittal

DATE: February 20, 2019

FROM: Jill Ritzman, General Manager
Scott Lindgren, Cameron Park Fire Chief and Unit Fire Chief,
CAL FIRE

AGENDA ITEM #11: **EL DORADO COUNTY EFFORTS TO IMPROVE FIRE DISTRICT
SUSTAINABILITY**

RECOMMENDED ACTION: APPROVE RESOLUTION NO. 2019-03

BACKGROUND

There are ten fire districts, two community services districts, and the City of South Lake Tahoe providing local government fire services in El Dorado County. Some of these agencies are in very rural portions of the County. Over the years, revenues declined and costs escalated to a point that providing adequate fire services in many communities is difficult, at best. Two reports, El Dorado County Grand Jury and El Dorado Local Area Formation Commission (Attachments A and B), provide details regarding the financial status and service levels at these Districts.

DISCUSSION

All fire service agencies located in the County participate in an automatic aid agreement that provides for the dispatching of the closest most appropriate piece of equipment to an emergency regardless of jurisdictional boundary. These different fire agencies also participate in a County and State wide mutual aid agreement, to support all communities in the County during significant events. A fire district unable to provide mutual aid due to resource limitations jeopardizes the effectiveness of the whole fire services system in El Dorado County. While Cameron Park Community Services District's financial situation is not as dire as other districts, the health of the fire services system as a whole is important to our community.

El Dorado County is now coordinating meetings, with the support of El Dorado Local Area Formation Commission (LAFCO), with Board members and staff from the County's fire agencies. The County's desire is to provide resources and guidance to further the discussion about how to sustain an effective fire services system. By working together, there is interest in finding ways to make services more efficient, reduce operational costs, and possibly raising additional revenues in terms of grants. Timing is critical for smaller districts. Cameron Park Community Services District has a structural budget deficit, struggling to maintain service levels and invest in necessary assets, and would benefit from involvement in the County's coordination with a goal of protecting service levels in Cameron Park.

Attachments

- A: Local Area Formation Commission, Study Session on the State of Fire Districts, September 26, 2018
- B: El Dorado County 2017-18 Grand Jury, El Dorado County Fire Protection Consolidation, June 30, 2018
- C: Resolution No. 2019-03 Fire District Sustainability

AGENDA OF SEPTEMBER 26, 2018

REGULAR MEETING

TIME SET 6:00 PM

TO: Shiva Frentzen, Chair, and
Members of the El Dorado County Local Agency Formation
Commission

FROM: José C. Henríquez, Executive Officer

AGENDA ITEM #8: **STUDY SESSION ON THE STATE OF FIRE DISTRICTS IN
THE COUNTY AND OPTIONS FOR FINANCES AND
ALTERNATIVE GOVERNANCE MODELS**

RECOMMENDATION

None, this is a receive and file item.

REASON FOR RECOMMENDED ACTION

At the June meeting, the Commission directed staff to schedule a study session to discuss fire districts. The following information is the result of the work by your appointed ad hoc committee with input from the rest of the Commission and from staff for some fire districts.

BACKGROUND

In the past 13 years, fire districts have been subject to least a couple of Grand Jury investigations, three articles and at least one editorial by the Sacramento Bee, two LAFCO municipal service review reports and a special study conducted by a consultant. The central questions for all of these studies and reports were:

- 1) How to stabilize poor, rural districts; and/or
- 2) Whether it is possible to increase efficiency and/or provide better fire service with fewer districts

The following report is intended to educate the public on how fire service in this county came to be and possibly spur discussion and generate ideas on possible, viable options that are available to interested parties. The goal is to increase momentum towards workable proposals for those who want to pursue them. The discussion order at the

study session will mirror the structure of this memo. The attachments will provide a more in-depth discussion on particular items.

Review of LAFCO Process

Among other things, LAFCO is empowered to approve unconditionally, conditionally approve or disapprove of various boundary-changing petitions that come before the Commission (refer to Attachment A). Those boundary changes may be composed of annexations, detachments, formations, dissolutions, consolidations, the incorporation of cities and any combination of these proceedings. The boundary changes must conform to the Cortese-Knox-Hertzberg Act (LAFCO law), the principal act of the district involved, the California Environmental Act and other statutes. Almost all of these require an external party to initiate a project. LAFCO has the ability to initiate consolidations and dissolutions; however, this ability is limited as explained in Attachment B.

For the purpose of this discussion, the following definitions will be used because each term has its own and distinct legal definition. Colloquially people can use the term “consolidation” and “merger” as meaning the same thing. In the LAFCO world, however, each term is specifically defined with profound repercussions:

Annexations – The addition of territory to an agency. Unless specified otherwise, the annexing territory must conform to the existing legal framework of the annexing agency (i.e. the payment of bonded indebtedness, adherence to existing contracts, and the imposition of fees and taxes) in exchange for an extension of service. The district must demonstrate to LAFCO that the revenues to be collected from the annexing territory fully offset the cost of extending service. LAFCO must give a district’s opposition to an annexation “great weight.” Depending on the circumstances, this action can be subject to a protest hearing and possible election, usually in the annexing territory only.

Consolidations – The dissolution of two or more special districts into a single, new successor district covering the entirety of the combining districts’ service areas. All assets and liabilities from the combining districts are transferred to the successor; however, existing labor and pension contracts and other legal arrangements from each agency can be cancelled. Certain taxes, fees and assessments can be transferred to the successor by LAFCO. LAFCO discretion to approve a consolidation may be removed if the combining districts adopt “substantially similar” resolutions of application. Depending on the circumstances, this action can be subject to a protest hearing and possible election (refer to Attachment C).

Detachments – The removal of territory from a district. Unless otherwise specified, detachments result in the affected territories ceasing having to conform to the district’s legal framework (e.g. no longer liable to pay for its portion of bonded indebtedness or subject to existing fees, taxes and assessments). Depending on the circumstances, this action can be subject to a protest hearing and possible election, but only in the detaching territory.

Dissolutions – The termination of the existence of a district. The district ceases to be a political entity. Its assets can be transferred to a successor agency that is a

district. It should be emphasized that current law requires that some entity must continue to provide to the public all services that used to be provided by the dissolving agency. No election is necessary if the petition to dissolve is supported unanimously by the dissolving district's board.

Formations – The creation of a district.

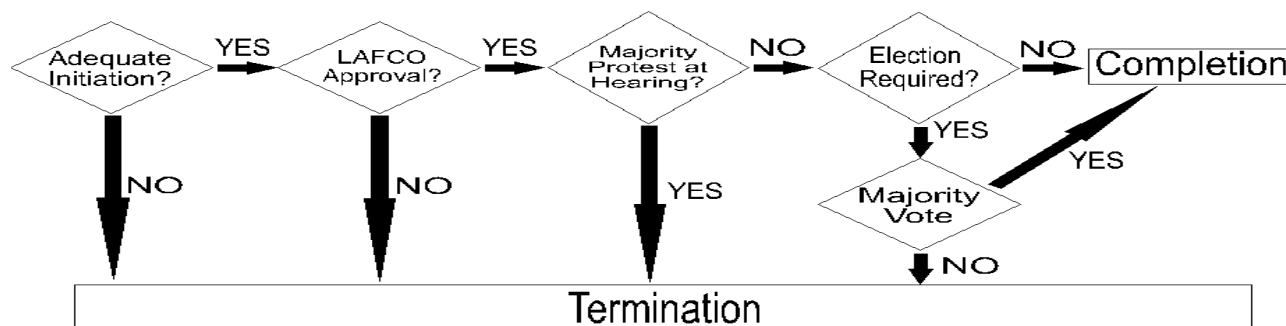
Merger – The termination of the existence of a district and the assumption of the district's responsibilities by a city.

Reorganization – Two or more of the preceding actions initiated by a single proposal.

While the LAFCO process for each boundary change can vary depending on the type of petition, overall the following steps are similar enough to categorize:

- 1) Initiation of the petition.
- 2) Property tax negotiations take place – The Assessor's Office provides the assessed value of the affected territory and the Auditor's Office determines the allocation of the property taxes collected within the affected territory among the existing agencies. The CAO's Office takes the lead for the County in determining how those taxes will be reallocated among the existing and annexing agencies should the petition be approved by LAFCO. If the petition involves a city, the County and the city are required to negotiate the new formula. If the petition only involves special districts, then the County negotiates "on behalf of" the special districts. The Board of Supervisors must approve the new allocation formula.
- 3) LAFCO staff analyzes all of the submitted materials by the applicant(s) and, should those be complete, sets the public hearing date.
- 4) The Commission considers and takes action on the petition. The Commission can continue the item no more than twice. LAFCO law prevents the Commission from continuing petitions off calendar.
- 5) Protest hearing if necessary *and* if the Commission approves the petition.
- 6) Election if necessary. That is, if triggered by #5 above *or* is required by the district's principal act.
- 7) If the petition bypasses #5 and #6 above *or* is successful in those same steps, then the applicant has up to 12 months to comply with any conditions of approval the Commission has imposed.
- 8) The Commission action takes effect after all conditions of approval have been satisfied.

Simple LAFCO Procedure



The last note is that the action requested of LAFCO has tremendous legal, political and fiscal repercussions for what happens “the day after” the LAFCO action takes effect. In addition, the type of protest proceedings, and where the election takes place if necessary, is dependent on the type of petition submitted and the circumstances surrounding it. Attachment B explains that a consolidation petition initiated by LAFCO only has a protest threshold of 10% of landowners or registered voters. Attachment C explains when and where an election takes place should one of the combining districts protest the consolidation action.

Uniqueness of Fire Services

In general, an agency’s responsibilities dictate its structure which, in turn, dictates the agency’s budget and the revenues it will need to function. The provision of fire suppression services is driven by three factors: fire response time, national training standards and operational requirements for incident commands.

Response Time to Fires – It is generally recognized that a fire’s growth is exponential. The more time passes, the more a fire grows in intensity. Emergency Services Consulting International describes it this way:

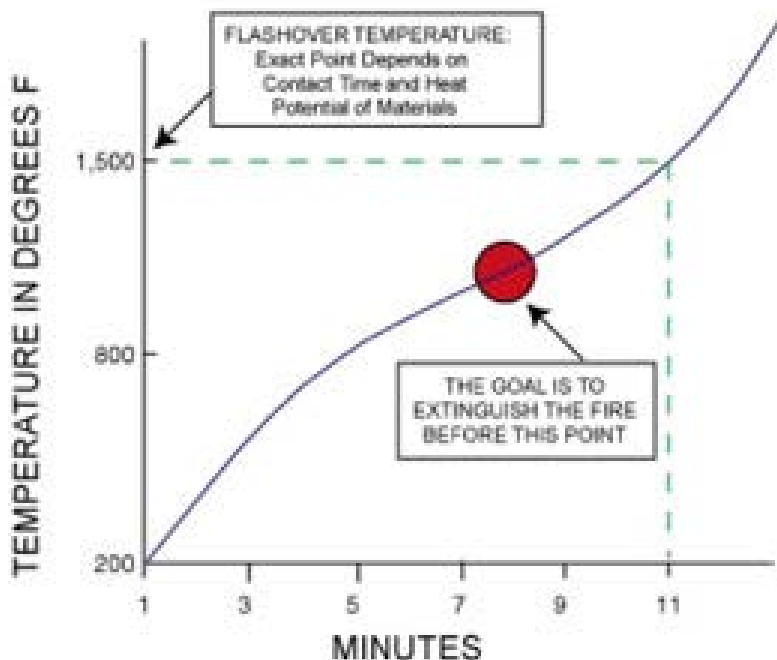
Combustible material adjacent to the flame heat and ignite, which in turn heats and ignites other adjacent materials if sufficient oxygen is present. As the objects burn, heated gases accumulate at the ceiling of the room. Some of the gases are flammable and highly toxic.

The spread of the fire from this point continues quickly. Soon the flammable gases at the ceiling, as well as other combustible material in the room of origin, reach ignition temperature. At that point, an event termed “flashover” occurs; the gases and other material ignite, which in turn ignites everything in the room. Once flashover occurs, damage caused by the fire is significant and the environment within the room can no longer support human life. Flashover usually occurs about five to eight minutes from the appearance of flame in typically furnished and ventilated buildings. Since flashover has such a dramatic influence on the outcome of a fire event, the goal of any fire agency is to apply water to a fire before flashover occurs.

Everything related to fire has to be considered as growing on an upwardly sloped curve that can quickly turn into an exponential curve. Not only does fire grow at that rate, the negative effects of fire also grow in that manner. As a result,

response time is critical, as all efforts are made to put out the fire prior to the flashover point or prior to it spilling beyond the initial source of the fire. The following charts illustrate why response times must be kept to a minimum in order to save lives and property:

Generalized Flashover Curve

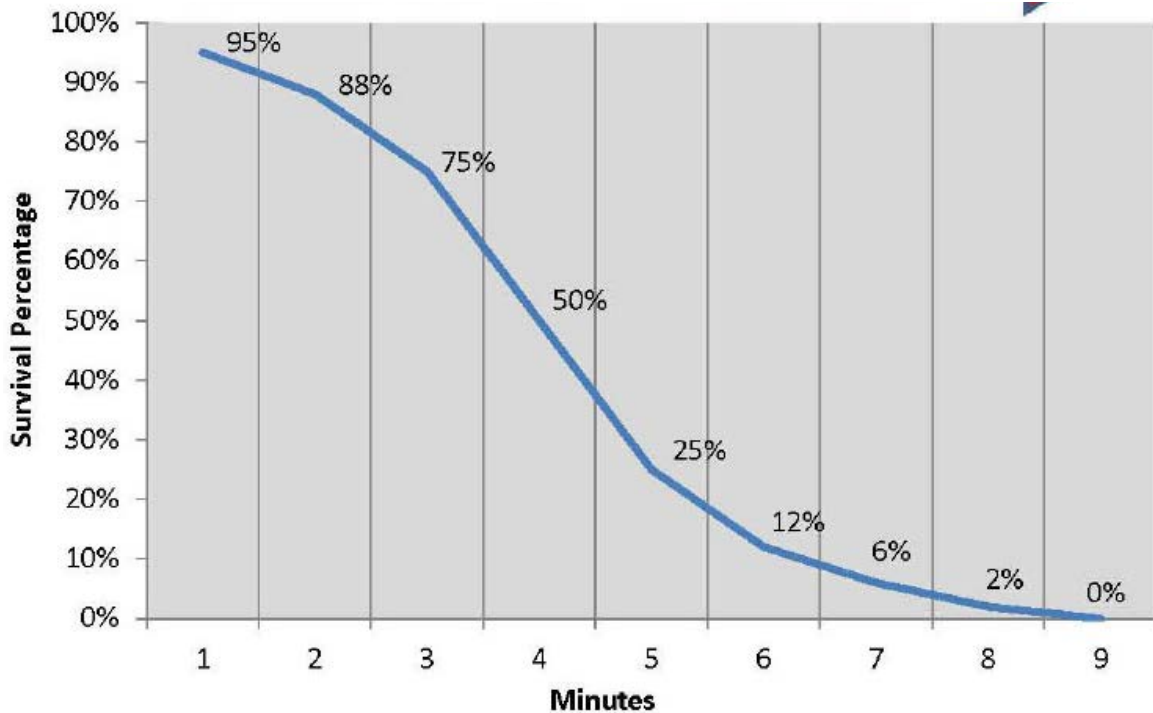


Source: Fire Life Safety Consulting

Consequence of Fire Extension in Residential Structures 2011–2015			
Extension	Rates per 1,000 Fires		
	Civilian Deaths	Civilian Injuries	Average Dollar Loss Per Fire
Confined to room of origin or smaller	1.8	24.8	\$4,200
Confined to floor of origin	15.8	81.4	\$36,300
Confined to building of origin or larger	24.0	57.6	\$67,600

Source: National Fire Protection Association

While most emergency calls to fire suppression agencies are medically related, the same time-dependent dynamics are present. In a large number of traumatic medical instances, mere minutes make the difference between life and death, or the difference between full and partial recovery to a catastrophic injury. Cardiac arrest is one of the most life-threatening events a first responder may face. Using heart attacks as an example, quicker response times increase the likelihood of revival and recovery:



Source: American Heart Association

National Training Standard Requirements - State and Federal regulations state that if fire suppression services are offered by a public agency, then there have to be sufficient contingencies in place to ensure the safety of the firefighters. In addition, staffing guidelines further define how fire companies and departments should be staffed and operated. While guidelines are advisory by nature, they have their own momentum in that they become the norm as more jurisdictions adopt and implement them. Refer to Attachment D, which comes from sections 1.5 through 1.9 of the 2010 Fire and Emergency Services Study prepared by Citygate for more detail. In summary:

Training – Each firefighter must not only complete some initial training, but is also required to undergo so many hours of refresher training per year. This requirement is mandatory to both career (paid) firefighters and volunteers.

Equipment – Each district must ensure that its equipment is up-to-date and compliant with current standards. Some equipment has a limited lifespan and must be replaced regularly.

Operational Requirements for Incident Commands – Federal OSHA requires that on-scene “incident commanders” be certified for certain types of calls, especially for hazardous materials. In addition, the incident commanders must also be suited up and ready to help rescue firefighters who are inside burning structures if need be. Also, several guidelines recommend that each chief oversee only a certain number of firefighters. In other words, a single fire chief cannot oversee a limitless number of line personnel.

These three factors basically mean that providing fire suppression services is a costly endeavor: it is labor-intensive and labor-dependent. Fire suppression services require

personnel who are highly specialized and in need of constant training; require fairly-frequent equipment turnover; and require the strategic placement of resources to keep response times low throughout any given service area. Coupled with incidence command requirements and the need to train volunteers at the same level as paid personnel, the likelihood that cost savings can be achieved through governmental reorganization alone is significantly reduced.

Setting in El Dorado County

El Dorado County has 13 fire suppression agencies, including a city, a county water district, two community services districts and ten fire protection districts. All 13 agencies have mutual and/or automatic aid agreements between them. The Western Slope agencies also use a single dispatch system. This means that the closest resource is deployed to an emergency regardless of political boundaries.

Of the 13 fire suppression agencies in the county, 12 also participate in two joint powers authorities that the County of El Dorado contracts with for ambulance and emergency medical services. It must be noted that while the County is obligated to provide ambulance services, it is not required to provide fire suppression services.

El Dorado County firefighters work in a variety of settings: Urban (the Cities of Placerville and South Lake Tahoe), suburban (Cameron Park and El Dorado Hills), semi-rural (Shingle Springs, Pollock Pines, El Dorado/Diamond Springs), rural (Georgetown, Garden Valley and Grizzly Flat), and wilderness. The latter area includes grasslands, forests, and recreational areas. Because of the mutual and automatic aid agreements between them, all districts must reasonably prepare for any type of emergency in any setting at all times.

Staffing varies among districts, from all volunteer firefighters to all career (paid) firefighters, although most corps are mixed.

Funding for Fire Districts

The two primary (sustainable and reliable) sources of revenue for fire service by special districts are property taxes and voter-approved special taxes. Because the South Lake Tahoe Fire Department is funded by the City of South Lake Tahoe and it has, in turn, a diversity of revenue streams going into its General Fund, it is not possible differentiate its financial position independent of the City. As a result, SLTFD's financial situation will not be discussed from this point forward. Suffice it to say that SLTFD's fortunes is tied to the City's for better or worse. For more information on the state of the City and its fire department, please refer to the 2016 City of South Lake Tahoe Municipal Services Review and Sphere of Influence Update. Having said that, SLTFD and Fallen Leaf Lake CSD have a services agreement for off-duty coverage that all indications point to it working fairly well.

Property Taxes

Property tax is a real estate ad-valorem tax, calculated by the Auditor-Controller's Office with the assistance of the Assessor's Office, which is paid by the owner of the property. The tax is usually based on the value of the owned property, including land and any improvements. Proposition 13 capped the total amount that can be levied on any given property at 1% of the assessed value of the property at either its value in 1975 or the value of the property at the time it changes ownership, whichever is more recent, with

an annual escalator of no more than 2% annually. After the voters' approval of Proposition 13, the Legislature ultimately implemented it through Assembly Bill 8 (AB 8). This law calls for the splitting of any given property's taxes proportionally amongst all local governments providing service to that property. *Generally speaking, the jurisdictions that had a relatively high property tax rate in the 1970s got a larger share of tax revenues of the implementation formula contained in AB 8.* This is a zero-sum game. Any agency that extends service to a property and that wants a share of property taxes means reducing the amount the agencies currently receiving a share of property taxes.

Because property taxes are levied in proportion to the assessed value of property, communities with more land developments and higher-value land developments receive more property taxes than communities with fewer developments. So, the amounts collected vary among the districts and within the districts for two reasons. First, the average percentage of the tax increment varies. The chart below summarizes the percentage of increment among the 12 fire suppression districts:

District	Average Percentage of Increment
Cameron Park CSD	20.53%
Diamond Springs-El Dorado FPD	19.32%
Lake Valley FPD	19.25%
El Dorado Hills Fire Department (CWD)	17.31%
El Dorado County FPD	14.88%
Georgetown FPD	11.21%
Mosquito FPD	11.14%
Recue FPD	10.85%
Pioneer FPD	8.71%
Meeks Bay FPD	8.06%
Garden Valley FPD	7.54%
Fallen Leaf Lake FPD	5.70%

Tax increment is the difference resulting from the comparison of base or prior year assessed values to current year values

-R&T Code Section 96.5

Source: El Dorado Fire Chiefs' Association (FY 2013-14)

Note: Cameron Park CSD provides park/recreation services in addition to fire suppression

The second reason the collected amounts vary is that the total assessed value of property varies per district. An assessed value is the dollar value assigned to a property to measure applicable taxes. An assessed valuation also determines the value of a residence for tax purposes and takes comparable home sales and inspections into consideration. Generally, high property values yield high property tax revenues.

The additional wrinkle is the concept introduced earlier: Proposition 13 essentially freezes the assessed value of a property to 1975 or until it was last sold, whichever is the latest event. This means that there could be a wide disparity between the assessed value of a property and its market value, especially if ownership of a property is retained longer over time. An agency would be unable to collect taxes on a property's market value until it is sold. Therefore, the amount of revenue collected is not just government by the property tax increment but also on the total assessed value of the properties within each district. So, a district containing mostly large, rural parcels that rarely change ownership will generally have a different revenue generating experience than a district with smaller, urbanized parcels that frequently change hands. What this means is that the property tax percentage increment by itself is not destiny. It is possible to be a struggling district with a high property tax percentage. The chart below contains the district's assessed value as of 2018:

District	Total Assessed Value (FY2017-18)
Cameron Park CSD	\$ 2,428,286,172
Diamond Springs-El Dorado FPD	\$ 2,148,324,030
El Dorado County FPD	\$ 10,180,509,014
El Dorado Hills County Water Dist.	\$ 7,097,143,935
Fallen Leaf Lake CSD	\$ 115,082,793
Garden Valley FPD	\$ 513,553,874
Georgetown FPD	\$ 404,101,783
Lake Valley FPD	\$ 2,585,691,901
Meeks Bay FPD	\$ 1,115,903,156
Mosquito FPD	\$ 148,695,956
Pioneer FPD	\$ 787,809,170
Rescue FPD	\$ 1,010,371,799

Whatever a district's experience is with the amount of property tax collected, the fact that property taxes are perpetual, unless exempt, means they are collected annually and are considered regular, stable and ongoing. They are also discretionary and may be spent by a district's board as it sees fit.

Voter-Approved Special Taxes

Two-thirds of the special districts in El Dorado County supplement their PT revenues with voter-approved special taxes. These funds are non-valued based charges, meaning these special taxes are not dependent on the value of the properties protected by the district. Instead, the amount charged is based on some other methodology and approved by voters at some point. These are appended to a parcel's property tax bill. This makes some people believe these taxes are part of their "property taxes." Regardless, the revenues raised by these special taxes is mostly discretionary in nature, so the district budgets these funds as it sees fit. Since these are voter

approved, they will appear annually and can be considered regular, stable, and ongoing.

The chart below summarizes the special taxes levied by each district. Most districts have at least one special tax just for fire suppression. A couple of districts have two (Meeks Bay & Rescue FPDs). The other two districts have a second special tax for emergency services, not just for fire suppression services. The chart below has the “typical” charge that may appear in most property property tax bills, but does not list the possible range within that tax. For example, a property within Fallen Leaf Lake CSD is levied a fire special tax of over \$25,000, but most people experience a special tax of \$306-613. It would paint an inaccurate picture to list the range of \$306-25,000 since almost all property owners would see a special tax no larger than \$613.

District	Typical Special Tax for Fire Suppression (2017)	Other Taxes Related to Emergency Services (2017)
Cameron Park CSD	\$ -	\$ -
Diamond Springs-El Dorado FPD	\$ -	\$ -
El Dorado County FPD	\$30-60	\$35
El Dorado Hills County Water Dist.	\$60	\$ -
Fallen Leaf Lake CSD	\$306.48-612.95	\$ -
Garden Valley FPD	\$54.14-76.98	\$35
Georgetown FPD	\$56.52-65.92	\$35
Lake Valley FPD	\$10-20	\$ -
Meeks Bay FPD	\$45	\$85
Mosquito FPD	\$204	\$ -
Pioneer FPD	\$85.84	\$ -
Rescue FPD	\$50	\$94.34

Source: Auditor-Controller’s Office

Other Revenues

- All districts also have development impact fees. These fees are imposed by a local government on a new or proposed development project to pay for all or a portion of the costs of providing public services to the new development. “New development” is defined as either the building or addition to a single-family home all the way to an entire subdivision. However, these can only be used for mitigating the additional cost of providing service to new development and is limited to the purchase of equipment, apparatuses and/or new fire stations. Because DIFs are not discretionary funds and their collection depends on the level of developmental activity, they cannot be considered regular, stable, and ongoing.
- Several districts supplement (or, in a couple of cases, rely) on “Strike Team” funds to bolster revenue. Strike Team monies are used to reimburse a district for the

expenses related to responding to a request for mutual aid to fight a wildfire. These funds come from the State of California, but in some cases from the Federal government. It must be kept in mind that fielding a Strike Team carries some risks, first and foremost in that firefighters may have to operate in an unfamiliar terrain. Second, fielding a Strike Team means a firefighting corps loses some personnel while the team is deployed. This can tax and strain some districts, especially if they have a small or limited number of firefighters. Third, a community may lose some protection because the corps they have come to depend upon during times of emergencies is reduced by the number of members to the Strike Team. Finally, while it seems lately like California is perpetually on fire, Strike Team revenues cannot be considered regular, stable, and ongoing because these monies depend on a district’s ability to field a team and the number of wildfires that occur around the state on any given year.

- Some districts utilize other funding mechanisms; such as, benefit assessments, facility districts, grants, and volunteer fundraisers. With the exception of fundraisers and grants, revenues collected from assessments and facility districts can be considered regular, stable, and ongoing

The best state for a district to find itself in would be to have its ongoing operations funded by stable and ongoing revenues, with other types of revenues supplementing these funds. One-time funds, such as grants, strike team revenues or DIFs would be used to fund one-time purchases, capital replacement or station and equipment costs. In the real world, few fire districts find themselves in that state. In its 2010 Fire and Emergency Services Study (2010 FESS which can be retrieved from the LAFCO website under the “Resources” tab), Citygate placed the then-14 fire districts into three categories (refer to page 7 of the 2010 FESS, the chart under “Challenge 3”). This categorization is still valid; however, the fiscal analysis was done in 2009 and early 2010 when the economic downturn had started. This means that some of the districts’ finances may be more stressed now that the Aid to Fire program has now been cancelled for almost eight years.

Overall Fiscal and Deployment Condition of the Fire Agencies		
Best Condition	Modest Condition with Stretched Services	Unstable Condition
Cameron Park Diamond Springs El Dorado Hills Lake Valley Meeks Bay South Lake Tahoe	El Dorado County Rescue	Fallen Leaf Lake Garden Valley Georgetown Mosquito Pioneer

Source: Citygate

How Did We Get Here?

While the history of each district varies, there are two common themes that arise. One of them is that fire districts that served higher-populated areas of the county, mostly along the Highway 50 corridor, historically used property taxes to fund a paid firefighter corps. The second theme is that districts that served rural parts of the county started off as a predominantly- or strictly-volunteer fire district. If these rural districts levied property taxes, it was at a low amount because they were proud of keeping costs down by using volunteers. When AB 8 became effective, it froze whatever property tax situation occurred pre-Proposition 13. Districts that levied high property taxes received a large percentage increment; districts with little or no property taxes begot a small percentage increment.

Despite this, rural districts could initially survive with a low percentage rate. Rural districts could count on a robust volunteer force, as long as people worked where they lived. This began to turn around when two changes occurred. Demographic changes altered the makeup of rural communities when people left the area of their home to work elsewhere (usually far from their community). Rural districts' dependency on a dedicated but — nonetheless — increasingly limited pool of available volunteers, resulted in inconsistent and — at times — deficit service levels. Then Federal and state regulations redefined the level of training that firefighters had to undergo and the equipment they may use (again refer to Attachment D). The days of bucket brigades are over and they are not returning so long as these dynamics continue.

History of Reorganizations in El Dorado County

Successful Reorgs

El Dorado County used to have more fire suppression agencies. The first major consolidation was in 1979, between Diamond Springs FPD and El Dorado FPD to form the current Diamond Springs/El Dorado Fire Protection District. These two districts were similar in composition (a mix of volunteer and paid firefighter) and finances (a mix of property taxes and facility improvement districts), making for a very compatible reorganization.

The next major consolidation efforts occurred in the early 1990s with the formation of El Dorado County FPD through the merger of the Pleasant Valley, Shingle Springs, and Pollock Pines/Camino Fire Protection Districts and annexation of the City of Placerville (which disbanded its own fire department in the process). Subsequent to its formation, El Dorado County FPD annexed the Strawberry area and the Highway 50 corridor. The result of many years of discussion, the consolidation went fairly smooth as the new El Dorado County FPD started. All of the combined districts had similar revenue streams (at least 15% PT percentage increment and special taxes of at least \$30), similar levels of development (mix of suburban, medium- and low-density housing along Highway 50) and labor composition (paid and volunteer firefighters).

The Coloma-Lotus and Northside Fire Protection Districts were reorganized into the El Dorado County FPD in 1993, and this experience was different. Coloma-Lotus and Northside FPDs were rural volunteer districts serving a “rural residential” and “rural estates” areas along narrow roads. The PT percentage increments for these districts were under 10%. While the Coloma/Lotus FPD special tax of \$60 per parcel was comparable to the remainder of El Dorado County FPD, the Northside FPD assessment was/is not (\$35). Because of this wide revenue discrepancy, County Fire has struggled financially at times. It has also caused it to be extremely reluctant to entertain annexing another rural volunteer district.

The most recent successful reorganization was the annexation of the Latrobe FPD service area by the El Dorado Hills County Water District (dba El Dorado Hills Fire Department). It started with Latrobe FPD contracting with El Dorado Hills to provide second unit response services when needed. After a couple of years, and under the possible threat of Sacramento Metropolitan Fire District annexing Latrobe, the two districts agreed to reorganize. Latrobe FPD would dissolve and El Dorado Hills Fire would annex its old service area. This reorganization was only made possible through an extraordinary effort by several agencies involved, including the County of El Dorado, to make the finances work. Latrobe FPD had an extremely low 4.98% property tax increment percentage, a per parcel special tax of \$60 (which yielded a modest amount of revenues given the small number of large parcels within the Latrobe service area), and a mostly volunteer firefighter corps. El Dorado Hills Fire and the last Latrobe FPD Board of Directors negotiated a detailed plan for services for the annexation covering labor and facilities. The County also agreed to raise the PT increment percentage to over 15% in the Latrobe area.

Successful Non-Reorgs

Cameron Park CSD – Since November 1996, the CSD has contracted with California Department of Forestry and Fire Protection (CAL FIRE) for fire and ambulance personnel. The agreement is a five-year “Schedule A” contract which allows Cameron Park CSD to access to CAL FIRE’s statewide resources.

El Dorado Hills/Rescue FPD Shared Services Agreement – Since 2014, El Dorado Hills Fire and Rescue FPD have had an agreement to share certain senior-level management and training support activities and occasional extra administrative support. This agreement was entered into with the anticipation that both districts would at some point agree to reorganize. Instead, in July both parties agreed to terminate this agreement no later than December 31, 2018.

Meeks Bay FPD/North Tahoe Fire Agreement for Fire Services Management and Related Services – In 2014, Meeks Bay FPD and North Tahoe entered into a shared personnel agreement. The two agencies have been slowly integrating their personnel, mission and operational capacities, although Meeks Bay FPD’s capital assets remain with the District. In the summer 2018, NTFPD’s consultants recommended that both districts stand to benefit through formally reorganizing.

Other Attempts at Reorgs

Over the years, various reorganizational models have been explored. Most have not made it past the discussion phase; although, some were pursued until some unmovable obstacle was encountered. Some of these include:

Garden Valley/Mosquito Consolidation: This is still an ongoing discussion, with the parties having met with LAFCO staff over the past year. Mosquito FPD held a workshop on the topic on September 13, 2018. One in Garden Valley is being planned.

Georgetown/Garden Valley Consolidation: The feasibility of this proposal was studied for several years but the effort was ultimately abandoned after 1) the districts could not agree on some operational issues and 2) the County and the districts could not agree on the amount of revenues it would take to make the consolidation feasible.

Lake Valley FPD/Fallen Leaf Lake CSD: This effort was primarily explored at the staff level, with the fire chiefs or both districts devising a resource allocation plan for Fallen Leaf Lake CSD should it be annexed into Lake Valley FPD. It is unknown how much and how far this plan was discussed at the Board of Directors level for either/both districts. The main impediments to proceeding were that 1) Lake Valley did not want to consider annexing Fallen Leaf Lake until the latter district's finances were enhanced and 2) as a multi-purpose CSD, Fallen Leaf Lake would have to divest itself of fire suppression services.

Plan A: Various mass-consolidation plans have been floated over the years, but Plan A was intriguing in that it was explored because finances were clearly the driving factor. Plan A called for the methodical annexation of the fire districts into either El Dorado Hills FD or Lake Valley FPD in the hopes of recapturing ERAF I funds. The logic was that since El Dorado Hills and Lake Valley were exempt from ERAF I (later it was discovered only El Dorado Hills was exempt from ERAF I; all other fire districts were already exempt from ERAF II and III). This plan was abandoned when the indications were that ERAF I funds could not be recaptured.

Common Myths

Can ERAF Funds Be Recaptured?

The answer to this question begets new ones. In order to answer the recapture question, others need to be answered first.

What is ERAF (Education Revenue Augmentation Fund)? To meet its obligations to fund education at specified levels under Proposition 98, the State enacted legislation that shifted partial financial responsibility for funding education to local government (cities, counties and special districts). The State did this by instructing county auditors to shift the allocation of local property tax revenues from local government to "educational revenue augmentation funds" (ERAFs), directing that specified amounts of city, county and other local agency property taxes be deposited into these funds to support schools. Because of this structure, ERAF exemptions have fiscal consequences for the State: the more exemptions there are, the larger the amount the State must pay out to the

schools. There were three ERAF shifts, ERAF I in 1992/93 (still ongoing), ERAF II in 1993/94 (also ongoing) and ERAF III in 2004-2006 (effectively ended).

Does ERAF apply to everyone? Certain districts were exempt from ERAF. For purposes of this discussion, there were some agencies that were exempt from ERAF I, most notably “multi-county” agencies: local governments whose service area encompass more than one county. Locally, El Dorado Hills Fire is among these exempt agencies. Fire districts in general were exempt from ERAF II and III.

Can the currently exempt districts lose their ERAF exemption status if they were to merge with non-exempt districts? No, at least not in the areas currently enjoying ERAF exemption status. When the Latrobe FPD service area annexed into El Dorado Hills Fire, all areas previously served by El Dorado Hills FD did not have their property tax revenues shifted to ERAF I.

Can the currently exempt districts extend their ERAF exemption status if they were to merge with non-exempt districts? The Auditor-Controller’s Office would be able to explain this concept better, but it appears that any property tax revenues currently allocated to ERAF I would continue to be shifted to schools’ post-annexation into an ERAF I exempt district. Only new incremental increases in property tax revenue would be ERAF I exempt. If this understanding is correct, the approximately \$1.7 million of ERAF funds that the fire districts hoped to save from ERAF I under Plan A would not have been recoverable.

The County will have to step in to provide service if a bankrupt district’s board of directors resigns en masse

The short answer is no. A district continues to exist as a political entity even if no one serves on its board of directors or if it goes bankrupt. The only way for a district to disappear as a political entity is for it to be dissolved by LAFCO (either as an outright dissolution or through a consolidation). While LAFCO can initiate a dissolution, it is subject to certain limitations (some of which are explained in Attachment B). Two of the limitations is that a dissolution is subject to having the issue discussed in a study – either an MSR or a special study – and have another public entity designated as the successor agency. Among other things, a successor agency must continue to provide the public services the dissolving district used to provide and “wind down” its affairs. Identifying a district that is willing to be a successor agency has been difficult for LAFCO.

As for the County, there is nothing in State or Federal law that forces counties to provide fire suppression services in those instances. The supervisors are not obligated to do anything outside of finding and appointing three or more new directors to serve on an FPD’s board. Presumably, these three new directors can restart the district.

There are thousands of dollars to be saved through consolidation

As explained in Attachment D, State and Federal regulations require the safety of the firefighter first and foremost. This means that the level of training and the types of equipment must be the same for volunteers as it is for paid firefighters. Further, there are standard response times that must be adhered to for the sake of safety and to

maintain an effective response time for the type of community being served. There will be little, if any, savings if the consolidating districts:

1. Do not reduce the total number of firefighters of the combined districts;
2. Do not reduce the salary and benefits offered to their firefighters;
3. Do not close any of the facilities of the consolidating districts; and/or
4. Retain the same purchase and replacement schedule of their equipment and apparatus

Because of command and control standards, there would not be substantial cost savings from a reduction of fire chiefs. It could be that the only incident commander at a poor, rural fire district is the fire chief (call it District A). If this district is annexed to, or consolidated with, a larger district (District B), the fire chief could be dismissed. However, a new commander for the service area of the former District A would have to be appointed. Perhaps management for the District A firefighters would be filled by a battalion chief or a deputy chief from District B. In this example, the salary savings will not be the entire salary of the fire chief from District A. The savings would be the *difference in salaries* between the District A fire chief and the replacement from District B.

Finally, it must also be kept in mind that poor, rural fire districts do not have a lot of administrative employees. Perhaps they may have a part-time or full-time secretary, with the remaining administrative duties being filled by volunteers, the firefighters or the chief. There is not a lot of monies to be saved should these administrative functions be absorbed by a larger district.

Having said all of that, this is not to imply that consolidation/reorganizations are not worth it. There are socially beneficial and operational efficiencies that can be achieved by combining districts. A district with a fully-staffed administrative office is nimbler and can achieve more administratively than a district where the attention of the chief and/or firefighters is competing with other, more urgent matters. A larger district has the capacity to have dedicated staff to certain tasks, such as plan reviews, safety inspections and equipment monitoring. In addition, larger districts can achieve some purchase savings through economies of scale.

We lose local control when we merge with larger districts

Fire stations are among the more visual reminders of government for most communities. Being part of the life around a firehouse is symbolically and civically. The fear is that being part of a larger district means that a community is “lost in the shuffle.” In a lot of cases, this is not so; or steps can be taken to mitigate that sense of loss.

What are advisory boards? Advisory boards may take many forms and serve various functions both in an ad hoc or permanent basis. Its job is to do what the name implies: It is a group of individuals who advise elected officials on certain matters. For purposes of this discussion, the terms “fire commission(s)” and “advisory board(s)” will have the same meaning. A consolidated district can divide itself into Service Zones (SZs, as authorized under Health & Safety Code §13950) and each SZ can have its own fire commission. A fire commission could be created within each combining agency to provide recommendations on budget, staffing

and labor matters to the board of directors of the successor agency. The consolidated board of directors would then compile the recommendations from all fire commissions and use them as the basis for decisions on budget and other operational matters for the entire consolidated district. Local decisions affecting the SZ will be made by the fire commissions with legal ratification by the consolidated board.

How can these fire commissions be created? The consolidated board of directors can create them at any time. If the participating agencies want additional assurance that these fire commissions will be in existence after the proceedings, LAFCO has the power to create these fire boards at the time of approval.

How are the fire commissions selected or elected? The consolidated board of directors can appoint people to serve on the fire commissions. However, LAFCO can approve the merger on the condition that the consolidated board use a different methodology. For example, the consolidated board could agree to use “advisory elections” whereby voters select those who will serve on the fire commission for their given SZ. The consolidated board agrees to abide by the results of the election and appoint the person(s) who garnered the most votes in the election. A matter to discuss is the fiscal implications (for example, the costs of holding advisory elections) of whatever process the merging districts choose to go with.

What authority will the consolidated board have over the appointed fire commissions? Depends on how the relationship between the consolidated board and the fire commissions is structured. For almost all agencies with advisory boards, the district board of directors has the authority/ability to create and dissolve advisory boards at any time; however, it must take formal action to do so.

Are the fire commissions covered by the Brown Act? The consolidated legal counsel will better advise the consolidated district about this question; however, since the fire commissions will have a say in budget, staffing and personnel matters, it would be prudent for the SZ meetings and actions be taken in a manner consistent with the Brown Act and the Fair Political Practices Act.

Can the consolidated board remove a fire commissioner it does not agree with? The answer entirely depends on how the relationship is structured between the consolidated board and the fire commissions.

Types of Options

Full Contract for Service Amongst Fire Agencies

One agency stops providing the service directly and contracts with a neighbor to provide the service at an annual cost.

- Management of employees is simplified under a single MOU and set of personnel rules;
- A single accounting system is maintained by District providing the service, avoiding duplication;
- One agency will no longer need to negotiate with Fire employees;
- Both agencies can adopt performance measures to gauge the delivery of services;

- Must comply with the requirements of Government Code 56134;
- Governance model requires consensus management, sometimes with some form of JPA; and
- The cost-sharing formula among the participating agencies must be fair and stable.

Consolidation or Reorganization (Annexation and Dissolution)

Two or more agencies are combined to create one agency

- One agency no longer is fiscally responsible for fire services as regulations and needs change;
- Transfer of property tax allocation and possible extension of any special tax;
- There is a single layer of representation between the voters and the District Board, compared to a full contract-for-service or JPA arrangement that has an appointed governance committee and has the most stable governance model for the long term;
- All residents and property can be subject to the same tax and fees; and
- District board is elected by residents of all combining districts, either at large or in sub-districts. The board can be expanded – either for the short term or long term – in order to accommodate the larger population base.

The main political difference between the two actions are:

- Consolidation – All combining agencies dissolve and a new district is formed to provide service in the combined service area
- Reorganization – All but one of the agencies are dissolved. The remaining agency continues to exist and its boundaries are expanded to encompass the service area of the dissolved districts

San Diego/San Bernardino Option

This option is similar to all the options above, but it will entail the participation of the County of El Dorado. Some details differ, but the essence of this option is that a county service area (CSA) is created over the service areas of the poor rural districts. Fire districts would petition to dissolve and request the annexation of their old service area be annexed into the CSA. This CSA can either provide services itself or act as a funding mechanism. If the latter, the CSA would contract services out to one or more of the larger fire districts. This arrangement is similar to the CSA 7/3 formula that is used for ambulance services. Staff has asked John Traylor from San Diego LAFCO to talk to the Commission about their experience with setting up this arrangement.

Funding Option

- An external party (registered voters, landowners or another agency) could sponsor a petition to LAFCO to consolidate fire districts. Unless there is a large groundswell of support to the idea, logistically speaking, a resolution of application from an agency would appear to be the only feasible option. Going with that assumption, the petition would call for the consolidation of all agencies and request a uniform property tax rate for all fire agencies. Under this scenario, some districts would see the percentage rate increase and others would see a decrease. But the rate going

towards fire services would be uniform, making consolidation attractive since absorbing poorer districts would no longer be “money losing propositions.” The areas that would want (or retain) a higher level of service could become zones of benefit and adopt a special tax to fund the additional services.

Careful thought must be made before pursuing this as a feasible alternative. First, it is very difficult to bridge the serious pay, benefit and agency revenue differences in El Dorado County. There is no easy solution to resolve this piece without long and grinding negotiations with all of the impacted parties. Who would lead those negotiations is still unknown. Second, some or all districts involved could object. Any board that would object to this proposal triggers special protest provisions as indicated in Attachment C. Third, part of the difficulty with combining two districts is the merging of the cultures as one. This takes a lot of time and effort by vested districts to make it work. Throwing in the firefighters from multiple agencies together without a lot of care to this dynamic is a recipe for disaster.

Concluding Thoughts

The combining of districts, be it through consolidation or reorganization, is the exercise of combining six key ingredients: The technical, the legal, the functional, the cultural, the political and the financial. The technical and legal pieces are “easy” since LAFCO statutes provide the technical and legal framework. This can be enhanced via agreements between the consolidating districts that go further by detailing who does what, when, and how.

It’s been stated in two MSRs and the 2010 FESS that the fire districts in El Dorado County are functionally consolidated. There is a lot of coordination that takes place between the districts and through the Fire Chiefs Association, easing some of the issues that may arise about bridging different firehouse cultures (not to say those differences do not exist). Most districts at some point in the past 12 years have expressed support for the idea of consolidating into one or two large fire districts; the level of how high to support consolidation waxes and wanes depending on the composition of the board of directors and the fire chiefs involved at the time. In fact, according to the 2017-18 Grand Jury, everyone it interviewed who was involved in fire suppression in some capacity supported the idea of consolidation.

If the level of support is so high, why are there still 12 fire suppression agencies in El Dorado County? The answer is finances. There is a large and significant gulf between the amount of revenue available to stable districts and the amount received by poor, rural districts. Since property taxes are a zero-sum game, any additional revenues given to rural fire districts comes out of the pocket of some other agency(ies) who may not be able to afford it. The adoption of special taxes to provide additional funds to the rural fire districts can only be taken so far. Besides the underlying anti-tax mood of the electorate, some districts are truly “tapped out” given their demographics. In 2010, Citygate had created the following chart to illustrate how much special taxes had to go up by in order to backfill the funds lost to the now-cancelled “Aid to Fire” Program (please note that this chart also includes special tax that goes towards funding CSA 7’s and 3’s ambulance programs). While some fire districts have upped the amounts of their respective special taxes, the gulf between their current state and solvency remains:

Current Assessments and Estimated Assessment as Replacement Revenue

Agency	County Funding	Total Fire and EMS Annual Tax and Assessment on Typical Single-Family Home FY 09-10	Estimated Annual Tax/Assessment Increase per Dwelling Unit to Replace County Funding
<i>Tahoe Basin</i>			
Fallen Leaf Lake CSD	\$80,454	\$419	\$349
Meeks Bay FPD	\$312,945	\$270	\$172
<i>West Slope Agencies</i>			
Garden Valley FPD	\$205,285	\$131	\$105
Georgetown FPD	\$38,240	\$109	\$24
Latrobe FPD	\$168,978	\$80	\$420
Mosquito FPD	\$35,047	\$229	\$64
Pioneer FPD	\$279,047	\$25	\$100
Rescue FPD	\$202,351	\$155	\$86

The answer may lie in a bargain between the fire districts and other agencies: Have your voters adopt a slight increase in their taxes (plus an escalator) and the other agencies agree to increase the percentage increment your district receives. Otherwise, until solvency is solved, these rural districts will continue to be unattractive to the stable districts for absorption.

Attachments:

- Attachment A: Government Code Section
- Attachment B: August 22, 2018 Staff Memo on LAFCO's Ability to Initiate Proposals
- Attachment C: Procedure Flow Charts for Consolidations by San Diego LAFCO
- Attachment D: 2010 Fire and Emergency Services Study by Citygate Sections 1.5-1.9

EL DORADO COUNTY 2017-2018 GRAND JURY

EL DORADO COUNTY FIRE PROTECTION CONSOLIDATION

Case 17-04 • June 30, 2018

SUMMARY

Proposition 13 significantly reduced revenues for local governments including fire protection districts. Many El Dorado County (EDC) fire protection districts have struggled to survive while continuing to provide service to their districts. Compelling reasons to consolidate fire agencies in El Dorado County exist, from cost savings to operational efficiency. Yet, the fear of losing local control might cause some districts to be reluctant. The El Dorado County Board of Supervisors should take the lead to move toward consolidation of all county fire agencies. Total or partial consolidation of fire protection agencies will take time. But, more importantly, it will first take the will to start.

BACKGROUND

In the late 1970's Californians were frustrated with increasing property tax assessments, especially when the State general fund had a surplus of approximately \$5 billion. In June 1978, California voters approved Proposition 13 limiting the real estate tax rate to one percent of assessed valuation. The resulting 53 percent reduction in tax revenues in 1978-1979 significantly affected local governments.

The California Legislature passed implementing legislation providing block grants to local agencies. Apportionment schedules for the distribution of those funds were based on the current budget of each agency. They can only be changed by a County Board of Supervisors when a consolidation of local agencies happens. The legislature then passed AB8 in 1979, permanently allocating a portion of these funds as block grants.

Facing serious financial difficulties in 1992, the Legislature created the Educational Revenue Augmentation Fund (ERAF), shifting ten percent of county, city and special district AB8 funds to local schools. However, any special district providing service across two or more counties was exempt from the 10 percent shift. The El Dorado Hills County Water District (El Dorado Hills Fire Department) provides service to a portion of Sacramento County and is therefore exempt. Similarly, the Lake Valley Fire Protection District serves a part of Alpine County and is also exempt. Any district that dissolves and the territory is annexed by either the El Dorado Hills County Water District or the Lake Valley Fire Protection District would most likely be exempt. The State Controller's Office has historically viewed that the statutes for this type of expansion of territory by a multi-county agency do not provide for a recalculation of the base ERAF calculations. That has been exemplified with the expansion of the Sacramento Metropolitan Fire District in Sacramento County.

Some El Dorado County fire protection districts felt the impact of Proposition 13 more than others. Over the years, the Board of Supervisors provided supplemental funding to fire protection districts. However, that funding has diminished in recent years, and remains uncertain as the county faces budget issues of its own. Budgetary issues, including the impact of Proposition 13

revenue limitations and ERAF revenue shifts have caused small districts across the state to consider cost-saving measures, including consolidation. Consolidation can achieve economies of scale, including the elimination of high paid executive positions. There are several types of consolidation. A *merger* occurs when a district consolidates with a city. Some consolidations are partial. In an *administrative consolidation*, departments remain legally separate but consolidate administrative or staff functions like sharing a fire chief. In a *functional consolidation*, a department performs special functions, like training, for others. An *operational consolidation* happens when departments join both administrative and functional operations. Lastly, *full consolidation*, or *reorganization*, is where one agency dissolves and is then annexed by another becoming one agency.

Some El Dorado County fire protection districts with existing funding constraints have successfully reorganized to maintain or improve service levels. Other fire protection districts are sharing administrative and/or functional operations without a full consolidation. The voters of some districts have passed special taxes to increase revenues for fire protection. Some districts have reduced service.

The El Dorado Local Agency Formation Commission (LAFCO) is the local agency charged with reviewing and approving boundary service areas for county agencies including fire protection districts. In 2010, LAFCO retained Citygate Associates, LLC, to conduct a fire and emergency services planning study. In part, this study made an in-depth examination of a possible countywide fire system.

Prior El Dorado County Grand Juries have recommended consolidation to save money. The 2007-2008 Grand Jury found that consolidation could provide an annual cost saving of more than \$1.2 million. In a separate report, the same Grand Jury recommended the Garden Valley Fire Protection District consider consolidation. The 2015-2016 Grand Jury recommended that the Mosquito Fire Protection District pursue consolidation of services with other fire protection districts.

This investigation tried to determine the pros and cons of consolidating fire protection services, why agencies may be reluctant to consolidate and how the county might motivate consolidation.

METHODOLOGY

- Reviewed prior El Dorado County Grand Jury reports about fire protection districts.
- Reviewed special district budgets relating to fire protection.
- Reviewed the Citygate Associates, LLC, May 13, 2010 *Fire and Emergency Service Study* for the El Dorado LAFCO.
- Interviewed elected El Dorado County officials.
- Interviewed El Dorado County career firefighters.
- Interviewed a representative from the El Dorado County Fire Chiefs Association.
- Interviewed past and current El Dorado County fire protection district board members.
- Interviewed experts on successful consolidations in El Dorado and other counties.
- Interviewed a representative from the El Dorado Local Agency Formation Commission (LAFCO).
- Interviewed a representative from the Fire Districts Association of California.
- Obtained legal guidance from the Office of County Counsel.

DISCUSSION

Unlike many other counties, El Dorado County does not have direct responsibility for fire service. That responsibility resides with 10 separate fire protection districts, the City of South Lake Tahoe Fire Department, and two community services districts. In addition, the California Department of Forestry and Fire Protection (CALFIRE), provides fire protection service throughout El Dorado County. Historically, the Board of Supervisors has taken a keen interest in fire service in the County. The Fire Advisory Board provided advice on fire-related issues to the Board of Supervisors; that Board is now inactive.

The El Dorado County Fire Chiefs Association of fire chiefs across the County coordinates fire service and advises the Board of Supervisors. The County has a centralized dispatch system for fire response and a robust mutual aid agreement among all County fire agencies. Two or more different agencies often respond to the same fire emergency.

In the 2010 Citygate Associates study, six fire agencies were identified as being in *Best Condition* meaning "...they had a suitable and stable revenue base..." to provide adequate fire services. Two were listed as being in *Modest Condition with Stretched Services* meaning while they have a larger revenue base, "...they are stretched quite thin across a large geographical area and so are not able to provide equity of coverage throughout their District". Since the Citygate report, one of these agencies has operationally merged with a *Best Condition* agency. Six agencies were listed as being in *Unstable Condition*, meaning they "...are small and providing very modest service on an unstable revenue base...". Again, since the Citygate report, one Fire Protection agency in the *Modest Condition* has dissolved and been annexed by a *Best Condition* agency. The financial status of the agencies identified in the 2010 study remains substantially the same today.

In 2002, the Legislature passed SB1207 requiring volunteer firefighters to meet the same California Occupational Safety and Health Administration (OSHA) training and safety standards as career firefighters. That legislation has added additional financial burdens to small rural fire protection districts that rely on volunteer firefighters.

The Fire District Association of California is a non-profit, statewide organization whose primary function is to help fire districts become more successful and effective. A representative from that association advised the Grand Jury that the condition of fire protection agencies in El Dorado County is similar to many other rural counties in the state. Fire protection districts originated as principally volunteer organizations with low budgets. Proposition 13 and subsequent legislation set low appropriation schedules for these districts based on these budgets as they existed in 1978. Increasing populations with a corresponding increase in homes and other structures and new state mandates requiring higher training standards for volunteer firefighters have made it increasingly difficult to operate a volunteer organization.

Individuals interviewed by the Grand Jury were nearly unanimous in support of consolidating fire protection agencies in El Dorado County. Some argued for a complete consolidation of all county fire agencies while others proposed an east slope and west slope two-district consolidation. A few proposed a three-district solution; east, west and the southern portion of the county. There was a consensus that any consolidation effort will be difficult and will take years to accomplish.

Many reasons support consolidation. The primary reason noted was cost saving. Consolidation would eliminate some redundant operations and personnel. There would also be cost savings when ordering supplies and equipment in larger quantities.

Another often cited benefit is standardization of training, equipment and practices, increasing operational efficiency and firefighter safety. As noted previously, it is typical for multiple agencies to respond to a single incident. In many cases, the firefighters responding do not know each other, have not worked together as a team and have trained to operate differently. This lack of coordination results in less efficiency and could reduce safety of firefighters and the public. In addition, consolidation has the potential to provide better service to certain areas by staffing stations on a 24-hour basis. Lastly, the Grand Jury was advised that consolidation would increase firefighter opportunities for advancement within a larger organization.

Conversely, there are many reasons fire protection agencies would be reluctant to consolidate. One is fear of losing local control. For the most part, fire agencies are proud of their organizations and may resist change even when it could have benefits to the community. Communities are also proud of their local fire services. Differences in training, staffing and even the markings on firefighting apparatus as well as patches on firefighter's shoulders, could deter consolidation efforts. Community support is necessary to achieve any consolidation. Under LAFCO rules a simple majority of voters can stop the consolidation process.

Another potential obstacle to consolidation is labor union resistance. Labor unions might oppose consolidation because of possible position reductions, staffing levels at different districts and firefighter station assignment. SB 239 took effect in 2016 impacting functional, administrative or operational consolidations when a labor contract is initiated to consummate a consolidation. In these instances, SB 239 allows labor unions to effectively veto consolidation efforts. However, there are specific situations where labor unions would support a consolidation if it benefited rank and file firefighters.

Disparity in tax revenue is the most significant obstacle to consolidation. Local agency share of tax revenue is based on revenues in 1978. Fire agency boards are reluctant to consolidate unless the consolidation is at least revenue neutral. The disparity among AB8 funding in County fire agencies means it is extremely difficult, if not impossible, for all consolidations to be revenue neutral. While the Board of Supervisors can adjust AB8 rates upon consolidation, there are limits on how this can be accomplished, and many factors must be considered.

The Grand Jury examined several successful consolidations in and outside El Dorado County. All had one commonality; one person, usually a fire chief, developed a plan to unify the boards, the public, firefighters, and unions while working through the LAFCO consolidation process. Without a plan and a driving force, no consolidations would have taken place.

The key to successful consolidation is achieving consensus. While the Board of Supervisors can initiate consolidation through LAFCO, they cannot mandate consolidations. Yet, the Board of Supervisors is uniquely positioned to set the vision for fire protection organizations, activate the Fire Advisory Board and staff it with individuals knowledgeable about county fire protection and how successful consolidations have taken place. The Board of Supervisors could charge the Fire Advisory Board to develop a long-term consolidation plan, encourage fire agencies to consolidate and support consolidation efforts as needed through the adjustment of AB8 allocations.

One possible outcome is to consolidate all county fire protection agencies over time, under the El Dorado Hills County Water District. This would potentially avoid an ERAF shift of up to \$1.6 million annually from individual fire agencies. However, it would obviously affect local schools' funding. It could also result in additional costs since El Dorado Hills County Water District is more expensive to operate than other fire protection districts. A cost analysis study comparing consolidating under El Dorado Hills Water District versus other county fire agencies would be prudent before a final decision can be made.

The County may never achieve meaningful consolidation. Nevertheless, that should not deter the County from trying. Neither should the complexity of consolidation efforts. The road forward will take leadership, planning, persistence and time. It will first take the will to start.

FINDINGS

- F1. Many fire protection districts in El Dorado County provide modest service with an unstable revenue base.
- F2. Consolidating fire protection agencies could provide safer, more efficient and more comprehensive fire service.
- F3. The Board of Supervisors, in conjunction with LAFCO, is best positioned to champion fire agency consolidation.
- F4. The Fire Advisory Board, if reactivated, could help the Board of Supervisors with consolidation.
- F5. Consolidation needs to be a well-planned effort and will take many years to accomplish.
- F6. Consolidation is unlikely without adjustment of AB8 allocations.
- F7. Firefighter professionals in the County favor consolidation.

RECOMMENDATIONS

- R1. The Board of Supervisors should take the lead to consolidate County fire protection agencies.
- R2. The Board of Supervisors should reactivate the Fire Advisory board.
- R3. The Board of Supervisors should direct the Fire Advisory Board to develop a plan for consolidation of fire protection agencies.
- R4. The Board of Supervisors should resolutely work to persuade agencies to implement the plan.
- R5. The Board of Supervisors should be open to reasonable AB8 allocation adjustments to support consolidation.

WEB ATTACHMENT

2010 Citygate Fire and Emergency Service Study for the El Dorado LAFCO

<https://www.edlafco.us/citygate-fire-study>

REQUEST FOR RESPONSES

This Grand Jury report is an account of an investigation or review. It contains findings and recommendations, and names those who should respond to each finding and each recommendation pertaining to matters under the respondent's control.

Responses are requested in accordance with California Penal Code §933 and §933.05.

- Response to findings F3, F4, F5, F6, and all recommendations from El Dorado County Board of Supervisors.
- Response to finding F3 from El Dorado County Local Agency Formation Commission.

The written response of each named respondent will be reprinted in a publication to the citizens of El Dorado County. Each must include the name of the Grand Jury report along with the name and official title of the respondent.

California Penal Code Section 933.05 mandates specific requirements for responding to grand jury reports. You are advised to review the Penal Code sections and carefully read the pertinent provisions included below before preparing your official response. Each respondent must use the formats below for each separate finding and recommendation identified above.

Please pay attention to required explanations and time frames. Incomplete or inadequate responses are likely to prompt further investigative inquiries by the grand jury and/or the court.

Response to Findings

Finding F# *[Retype the text of the finding as written in the Grand Jury report, # is the finding number in the report.]*

Response: *[Review California Penal Code section 933.05 (a) (1) and (2). Respondents must specify one of three options – a) Respondent agrees with finding, b) Respondent disagrees wholly with finding or c) Respondent disagrees partially with finding. If respondent uses option b or c then the response shall specify the portion of the finding that is disputed and shall include an explanation.]*

IMPORTANT NOTE ABOUT GRAND JURY FINDINGS

Grand Jury Findings are derived from testimony and evidence. All testimony and evidence given to the Grand Jury is confidential by law, and it is the Grand Jury's responsibility to maintain it. California Penal Code §929 provides "... the name of any person, or facts that lead to the identity of any person who provided information to the grand jury, shall not be released." Further, 86 Ops. Cal. Atty. Gen. 101 (2003) prohibits grand jury witnesses from disclosing anything learned during their appearance including testimony given. This is to ensure the anonymity of witnesses and to encourage open and honest testimony.

Response to Recommendations

Response R# [*Retype the text of the recommendation as written in the Grand Jury report, # is the recommendation number in the report.*]

Response: [*Review California Penal Code section 933.05 (b) (1) - (4). Respondents must specify one of four options – a) recommendation has been implemented, b) recommendation has not been implemented but will be implementing noting a timeframe, or c) recommendation requires further analysis or study noting a timeframe not to exceed six months from date Grand Jury Report was issued or d) recommendation will not be implemented because it is not warranted or reasonable, with an explanation.*]

Response Times

The California Penal Code specifies response times.

PUBLIC AGENCIES

The governing body of any public agency (also referring to a department) must respond within 90 days from the release of the report to the public.

ELECTIVE OFFICERS OR AGENCY HEADS

All elected officers or heads of agencies/departments are required to respond within 60 days of the release of the report to the public.

Failure to Respond

Failure to respond as required to a grand jury report is a violation of California Penal Code Section 933.05 and is subject to further action that may include further investigation on the subject matter of the report by the grand jury.

Where to Respond

All responses must be addressed to the Presiding Judge of the El Dorado County Superior Court.

Honorable Suzanne N. Kingsbury
Presiding Judge of the El Dorado County Superior Court
1354 Johnson Blvd, Suite 2
South Lake Tahoe CA 96150

Response via Email to courtadmin@eldoradocourt.org is preferred.

The Court requests that you respond electronically with a Word or PDF document file to facilitate economical and timely distribution.

California Penal Code Section 933**933.**

(a) Each grand jury shall submit to the presiding judge of the superior court a final report of its findings and recommendations that pertain to county government matters during the fiscal or calendar year. Final reports on any appropriate subject may be submitted to the presiding judge of the superior court at any time during the term of service of a grand jury. A final report may be submitted for comment to responsible officers, agencies, or departments, including the county board of supervisors, when applicable, upon finding of the presiding judge that the report is in compliance with this title. For 45 days after the end of the term, the foreperson and his or her designees shall, upon reasonable notice, be available to clarify the recommendations of the report.

(b) One copy of each final report, together with the responses thereto, found to be in compliance with this title shall be placed on file with the clerk of the court and remain on file in the office of the clerk. The clerk shall immediately forward a true copy of the report and the responses to the State Archivist who shall retain that report and all responses in perpetuity.

(c) No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to Section 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the superior court who impaneled the grand jury. A copy of all responses to grand jury reports shall be placed on file with the clerk of the public agency and the office of the county clerk, or the mayor when applicable, and shall remain on file in those offices. One copy shall be placed on file with the applicable grand jury final report by, and in the control of the currently impaneled grand jury, where it shall be maintained for a minimum of five years.

(d) As used in this section "agency" includes a department.

California Penal Code Section 933.05**933.05**

(a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:

(1) The respondent agrees with the finding.

(2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

(c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decisionmaking authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

(d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.

(e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.

(f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

RESOLUTION NO. 2019-03
OF THE BOARD OF DIRECTORS
OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT

February 20, 2019

**RESOLUTION SUPPORTING EL DORADO COUNTY
EFFORTS TO IMPROVE FIRE DISTRICT SUSTAINABILITY**

WHEREAS, Cameron Park Community Services District (District) provides fire and emergency services; and

WHEREAS, the District participates in and benefits from automatic aid agreements that provide for the dispatching of the closest most appropriate piece of equipment to an emergency regardless of jurisdictional boundary and support from other agencies during significant events; and

WHEREAS, some local fire agencies located in rural portions of El Dorado County, due to declining revenues and escalating costs, are struggling to provide adequate fire services; and

WHEREAS, the capability of the fire services system as a whole in El Dorado County is important to Cameron Park residents.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Cameron Park Community Services District:

- Supports El Dorado County's efforts to coordinate meetings with fire agencies to discuss options to support sustainability;
- Appoints the Board President to represent the District at meetings, supported by the Fire Chief and General Manager;
- Commits to participate in the meetings to discuss alternatives to sustain adequate fire services in the County while protecting fire services for Cameron Park.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District, at a regular scheduled meeting, held on the 20th day of February 2019, by the following vote of said Board:

AYES:

NOES:

ABSENT:

ATTEST:

Margaret Mohr, President
Board of Directors

Jill Ritzman, General Manager
Secretary to the Board



Agenda Transmittal

DATE: February 20, 2019

FROM: Jill Ritzman, General Manager

AGENDA ITEM #12: DIVISION OF OCCUPATIONAL SAFETY AND HEALTH CITATIONS

RECOMMENDED ACTION: Receive and File

BUDGET ACCOUNT: TO BE DETERMINED

BUDGET IMPACT: TO BE DETERMINED

Background

On July 31, 2018, the Cameron Park Lake Lagoon and Pool were inspected by a Compliance Safety and Health Officer (Compliance Officer), State of California, Division of Occupational Safety and Health (OSHA). After meeting with staff and touring the facilities, the Compliance Officer spoke with the staff about corrections that needed to be made immediately to ensure safety of lifeguard staff. Staff immediately made those operational corrections.

On August 7, 2018, the District responded to OSHA's request for additional documentation including workers compensation forms, inspection records and training records.

Discussion

Based on information gathered, OSHA contacted the District after the first of the year of their findings. On January 10, 2019, the District received a Notice of Intent to Classify Citation as Serious from OSHA. The purpose of the Notice was to inform the District of OSHA's intention to cite as "serious" four alleged violations. Those alleged violations were:

- Failure to provide training for employees/lifeguards regarding Heat Illness Prevention Plan;

- Failure to provide training for lead lifeguard staff regarding Heat Illness Prevention Plan;
- Failure to provide shade that was not open to the air or cooling ventilation;
- Failure to provide access to potable water at the work site.

The District responded to OSHA on January 24, 2019. The District accepted as serious the alleged violations, and explained the corrective actions taken since the inspection date last July.

On Monday, January 28, 2019, staff held a Closing Conference with the Compliance Officer. He explained each citation in detail and the District's next steps to respond. On February 1, 2019, Citation and Notification of Penalty for seven citations were received by the District. The citations include the four above mention serious violations, and three administrative violations. Due to the District's immediate corrective steps, the above serious violations are cited as corrected by OSHA.

The three additional administrative citations include:

1. Regulatory – Proper use of Cal OSHA 300 form to record injuries and illnesses;
2. General – No recorded inspections, investigations, training and corrective actions for heat illness incident;
3. General – No written Emergency Action Plan and associated training.

Staff corrected the three administrative violations, and sent notification to OSHA on February 13, 2019. Cameron Park Community Services District Employee Association received notification of the violations and the District's corrective steps, per OSHA requirements.

Next Steps

Current fines total \$41,475. Three administrative citation fines of \$325/each and four serious citations of \$10,125/each. This is discounted due to the size of the District and because of staff's immediate corrective steps for the serious violations. The District accepted responsibility and corrected all of the violations, but initiated an appeal to reduce the fines to the Occupational Safety and Health Appeals Board on February 13, 2019.

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



Budget and Administration Committee

Tuesday, February 12, 2019

6:30 p.m.

2502 Country Club Drive, Cameron Park

Agenda

Members: Director Margaret Mohr (MM), Director Monique Scobey (MS),
and Alternate Director Holly Morrison (HM)

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

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

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.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

DEPARTMENT MATTERS

PUBLIC COMMENT

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 four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

- 1. Capital Campaign – Presentation & Discussion** (Mark Harris, President, Cameron Park Foundation)
- 2. Status Report – FY 2018-19 Budget Plan of Action to Address Deficit Spending** (J. Ritzman, V. Neibauer)
- 3. FY 2019-20 Budget Calendar** (V. Neibauer)

4. **Large Revenue Generating and Grant Opportunities** (oral report & hand-outs, J. Ritzman)
 - Sale of District Properties
5. **El Dorado Disposal/Waste Connections Reports** (informational)
6. **Staff Updates** (V. Neibauer)
 - Report Back Fire Engine Revenues and Expenditures (informational)
 - Check Register for Month of January
7. **Items for the March & Future Committee Meetings**
 - Reserves Policy
 - Investment Policy
8. **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, February 4, 2019
5:30 p.m.

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

Agenda

Members: Chair Director Ellie Wooten (EW), Vice Chair Sidney Bazett (SB), Director Felicity Carlson (FC),
Gerald Lillpop (GL), Robert Dalton (RD),
Alternate Director Holly Morrison (HM)
Staff: General Manager Jill Ritzman, CC&R Compliance Officer Kate Magoolaghan

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF CONFORMED AGENDA**
- 5. OPEN FORUM**

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COMMITTEE REVIEW/ACTION

- 6. Draft Procedure Proposal for CC&R Variance Requests** (Draft procedure attached and discussion - K.Magoolaghan)
Action: Review and Approve
- 7. Parking Enforcement** (K.Magoolaghan)
Action: Review and Discuss

8. MONTHLY STAFF REPORT

- Staff Update
- Initial Notices - 18
- Final Notices - 6
- Pre-Legal Notices - 1
- Legal Cases - 0
- Corrected Violations –

Note: There are no violations currently requiring committee action. A list of current violations will be available at the meeting. There are no violations currently in Legal status.

9. Items for the March CC&R Committee Agenda

10. Items to take to the Board of Directors

11. MATTERS TO AND FROM COMMITTEE MEMBERS

12. ADJOURNMENT

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



Fire and Emergency Services Committee
Tuesday, February 12, 2019
5:30 p.m.
2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Holly Morrison (HM) and Vice Chair Director Felicity Carlson (FC)
Alternate Director Margaret Mohr (MM)
Staff: General Manager Jill Ritzman, Chief Sherry Moranz, Chief Mike Smith, Chief Jed Gaines
(Holly Morrison is expected to be absent; Margaret Mohr, as the alternate, will attend in her absence.)

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

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.

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DEPARTMENT MATTERS

PUBLIC COMMENT

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 four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

1. **Burn Day Designations In Cameron Park; Ordinance 2000-01** (J. Ritzman)
2. **Fire Sustainability Efforts in El Dorado County** (J. Ritzman)

3. Staff Written Reports & Oral Updates (Chief Moranz)

- 2019 Weed Abatement Ordinance Program – Staff Update
- Naming Programs:
 - Weed Abatement Ordinance Program, Fire Dept.
 - District Parks & Properties Fuel Reduction Program, Parks Dept.
 - Roadway Fuel Reduction Program, Parks Dept. & County

4. Items for March and 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



Parks & Recreation Committee
Monday, February 11, 2019
6:30 p.m.

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

Agenda

Members: Chair Director Holly Morrison (HM), Vice Chair Director Monique Scobey (MS)
Alternate Director Ellie Wooten (EW)
Staff: General Manager Jill Ritzman, Recreation Supervisor Tina Helm,
Parks Superintendent Mike Grassle

(Holly Morrison is expected to be absent; Ellie Wooten, as the alternate, will attend in her absence.)

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDA

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.

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DEPARTMENT MATTERS

PUBLIC COMMENT

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 four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

- 1. Presentation - Bass Lake Project** (El Dorado Hills Community Services District – Kevin Loewen, General Manager)

2. **Proposed, New T-Ball Field at Christa McAuliffe Park** (J. Ritzman; M. Grassle)
3. **Parks' Maintenance Standards, Drainage & Fuel Reduction** (M. Grassle, oral presentation with handouts)
4. **Responsible Fishing Signage – Final Draft** (M. Grassle, handout)
5. **Staff Written Reports & Oral Updates** (M. Grassle and T. Helm)
6. **Items for the March & Future Committee Agendas**
 - Swim Fees
 - Dog Survey Posting and Results
 - Construction Warranty
7. **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



Solar Energy Ad Hoc Committee
Wednesday, February 6, 2019
8:00 a.m.
2502 Country Club Drive, Cameron Park

Agenda

Members: Director Margaret Mohr (MM) and Director Monique Scobey (MS)
 Dan Enright (DE), Glenn Rambach (GR), Eric Aiston (EA)
 Staff: General Manager Jill Ritzman, Parks Superintendent Mike Grassle

Expected committee members in attendance: Director Monique Scobey, Dan Enright, Glenn Rambach

CALL TO ORDER

ROLL CALL

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

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.

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DEPARTMENT MATTERS

PUBLIC COMMENT

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 four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

- 1. Tour of Facilities** (M. Grassle)
- 2. Share Ideas for Investigating the District's Options for Implementing a Solar Project** (discussion; all)
 - Identify other public agencies with solar initiatives
 - Identify report backs to Committee
- 3. Future Meeting Calendar**
 - Visit El Dorado Hills Community Services District on February 22nd at 4:00pm.
 - March 7th at 5pm Cameron Park Community Center.
- 4. Items for Next & Future Committee Agendas**
- 5. Items to take to the Board of Directors**

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT